

Supplementary Planning Guidance No. 1

The Historic Environment

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SUPPLEMENTARY PLANNING GUIDANCE

This document should be read in conjunction with the Unitary Development Plan and the relevant conservation area appraisal document

Conservation Area Policies

"The plan should provide a policy framework, making clear to the public how detailed assessment documents and statements of proposals for individual conservation areas relate to the plan and what weight will be given to them in decisions on applications for planning permission and conservation area consent." *PPG 15, paragraph 2.9*.

The Council is required to include any policies that have a bearing on development control decisions in the Unitary Development Plan (UDP). As an alternative, the Council can publish supplementary planning guidance in the form of a document referred to in the UDP containing the general policies to be applied to locally important historic issues and areas.

The designation of a conservation area is only the first step in its protection. Designation allows the local planning authority to acknowledge the value of the community of a particular area. The planning authority will exercise special care when enacting its planning function in such areas, with the emphasis on careful control rather than wholly on preservation. This ensures that the area stays alive and prospers, while maintaining its special character. Ideally, within a conservation area, existing buildings and major land uses should, be retained and safeguarded where appropriate, while unsuitable uses are removed and undesirable ones contained.

The local planning authority will ensure as far as it is able that development accords with the special visual and architectural characteristics of the area. It is suggested that early consultation with appropriate Council officers at the preliminary stage would be most helpful. A high standard of design is necessary in conservation areas, that has regard to the requirements of both the site and the surrounding area. Proposals for new buildings are often of great local concern, a fact recognised in the legislation by requiring the local planning authority to advertise such applications on site and in the local press.

Where a building within a conservation area that is affected by a development proposal is also a statutorily listed building, additional publicity will be undertaken and in most cases, Listed Building Consent will be required in addition to planning permission.

Changes should be carried out by adapting existing buildings in a manner in keeping with the scale, materials and character of the area. Special consideration will be given to development adjacent to or visually related to a conservation area, where design, materials, situation and scale will be considered carefully.

There are several ways of "preserving or enhancing" the character of conservation areas, including the use of appropriate paving, lighting, suitable street furniture and the strict control of advertising and signage. Derelict land must be maintained and abandoned vehicles removed. Temporary buildings are not desirable, but where they are unavoidable (such as when work is being carried out to a main property and they are required for living or storage space) they should be located in an unobtrusive a position as possible.

Special attention will be paid to the retention and appropriate planting of trees, which are recognised to be major contributors to the quality of the environment. They enhance the appearance of conservation areas and add to their visual amenity.

Conservation Area Documents

The authority has published detailed appraisal documents relating to each conservation area within the Borough. The documents include the following information:-

- Introduction
- General conservation and legislative background
- Glossary of terms
- Introduction to the individual area, its history and environmental analysis
- Plan of the area, identifying important buildings, features and areas
- List of buildings of interest
- Issues relating to the area
- Any area specific policies
- General conservation information

The documents are revised as necessary over time.

Locally Listed Buildings

Locally listed buildings are those that, while not special enough to warrant inclusion on the statutory list of buildings of architectural or historic merit, nevertheless contribute to the environmental amenity of local places. They may have local importance by virtue of their architectural style, their history or association with local history, their group value with associated buildings, their use of unusual materials, decorative detail or technical innovation or their "originality", e.g. they have avoided subsequent intensive changes which would otherwise have undermined their character. They will be buildings with which local people can identify and that make a positive contribution to local visual amenity, while not necessarily being of the highest architectural merit, they should be attractive/important in some respect in local terms.

Conservation Advisory Committee

The Conservation Advisory Committee is an advisory body made up of representatives from the various parish councils, residents' societies and amenity groups in the Borough. It also includes about half a dozen elected councillors and is always chaired by a councillor, who will be a member of the Planning Committee.

It considers applications within conservation areas, applications outside conservation areas that may be felt to have a significant effect on the character of the area and applications for Listed Building Consent both within and outside areas. It also makes recommendations on other matters, such as proposed new conservation areas, extensions to existing ones, proposals for new street furniture and traffic calming schemes in conservation area locations.

The policy impetus behind advisory committees is found in PPG 15, paragraph 4.13, which sees a reasonably active role for the committee in formulating policies for conservation areas and possibly drawing up schemes that involve local people in practical enhancement work as well as commenting on planning applications.

The Conservation Advisory Committee meets on average once a month, usually a few days before a meeting of the Planning Sub-Committee. The role of the Conservation Advisory Committee is strictly advisory only, they do not make decisions on applications, just recommendations. The majority of the meeting is taken up with discussing planning applications, although there are often reports on other matters and space at the end of the meeting for any other business. Planning applications will generally be submitted to the Advisory Committee before being considered by the Planning Sub-Committee.

GENERAL POLICIES

Development in Conservation Areas

1. There will be a general presumption in favour of preserving buildings that have been identified in the detailed conservation area appraisal document as making a positive contribution to that special character and appearance warranting its designation as a conservation area.
2. There will be a general presumption against the grant of planning permission for the damaging or inappropriate development of open spaces, especially those identified in the appraisals as contributing to the quality of the areas.
3. Applications to demolish or alter unlisted buildings that make a positive contribution to the area should be tested against established criteria for listed buildings insofar as they apply to the contribution made by the building to the character or appearance of the conservation area.
4. The Council will encourage the sympathetic redevelopment of opportunity sites that detract from the character or appearance of the conservation area. Proposals for neutral sites or sites not specifically identified in the detailed analysis will be judged on the basis of the relevant policies in the UDP and this SPG.
5. The Council will pay special attention to development just beyond the boundary of a conservation area or which would have a significant impact on its setting by virtue of its character, size, design or location. It will generally be minded to approve only those schemes that have no negative impact on the character and appearance of the adjacent conservation area, where all other aspects of the proposal are acceptable.
6. Applications for outline permission - for example, for a new dwelling - will not be considered in a conservation area setting.

Design Matters

7. Applications should include full elevational details of existing and proposed development and in all cases where new buildings are proposed, the application should include an indicative streetscene elevation showing the proposed new building(s) in context.
8. Extensions and alterations to existing buildings in conservation areas will be scrutinised closely to ensure that they do not have an adverse impact on the character and appearance of the conservation area. Where the building to be extended is specifically mentioned in the appropriate conservation area appraisal document, the proposed alterations should not detract from those elements that give the building its special character.
9. Where new buildings are proposed in a conservation area, the main concerns will lie with the appropriateness of the overall scale, massing and relationship with adjacent properties. New buildings should have regard to the pattern, rhythm and detail of neighbouring properties and especially their architectural style. Development should also respect the existing and historic street pattern, layout and scale. Failure to observe this level of detail will generally be resisted.

10. The Council does not expect a pastiche of existing designs and actively welcomes good examples of contemporary design in conservation areas that demonstrate the designer has understood the local context.
11. The Council will expect a higher standard of design for all alterations and extensions within conservation areas than outside them. Where an extension/alteration is proposed that would, in the view of the local planning authority, have an adverse impact on the character of the building to be extended, the conservation area or an adjacent property, it will generally be refused.

Change of Use and Reuse of Existing Buildings

12. Changes of use will generally be permitted where they are consistent with maintaining the vitality, viability and historic character of an area. PPG 15, paragraph 4.2, specifies a mix of uses as one of the components of conservation area character. Each proposal will be considered on its merits and the Council will have regard to the character of the individual conservation area concerned when making a decision.
13. The reuse of residential properties as flats may be appropriate in certain circumstances and accords with legislation promoting the reuse of "brownfield" land for housing purposes. However, the use of properties in conservation areas for purposes of multiple occupation must be balanced against the need to preserve and enhance the conservation area. To this end, such applications will generally be approved only if they do not adversely affect the visual amenity and character of the conservation area. Consideration of the impact of such a proposal on the conservation area will focus on and include the following:-
 - The need to extend or alter the property to allow the new use to go ahead. Extensions that substantially alter the visual amenity of the property, or which threaten to swamp its essential character, will not be considered appropriate and such an application is likely to be refused.
 - The need to avoid where possible the loss of garden land to provide space for additional car parking. Large areas of hardstanding will not be appropriate either to the front or the rear of properties and potential applicants should take into account the levels of parking provision to be provided, the materials to be used to accommodate it and the location of the main parking area.
 - The need to preserve and maintain appropriate levels of landscaping around the site.
14. Proposals within conservation areas for development/redevelopment that would generate significantly increased levels of traffic, parking, noise, smells or other environmental problems (to a point that is detrimental to the character or appearance of the conservation area) will generally be resisted.

Materials and Details

15. Materials to be used in development or redevelopment within conservation areas must be appropriate to the locality and sympathetic to the existing buildings within the area. In some cases involving important buildings such as those on the local or statutory lists, the Council will pay special attention to the types of materials to be used and will generally resist the use of inappropriate modern materials.
16. Applicants should clearly detail, either on plan or in a covering note, the materials to be used in extensions, alterations or new buildings.

Advertisements

17. Advertisements in conservation areas should be restrained in terms of their size, colour materials and appearance and should relate well to the design and appearance of the building upon which they are to be displayed.
18. Any proposed method of illumination should be either internal or very discreet in its design. Fascia-length internally illuminated box signs and any plastic blinds will generally be considered inappropriate in an historic context. Such applications will be refused.
19. Free standing poster-type signs will generally be considered inappropriate in conservation areas; if allowed, they should not compromise the setting and appearance of the area and should be located discreetly.
20. Lettering on new signage should ideally be no more than 300mm in height in sensitive conservation area settings or where displayed on listed buildings, although the Council will consider each proposal on its individual merits. The Council will encourage the use of non-illuminated individual letters in very sensitive locations, such as on listed buildings.
21. Projecting illuminated signs in plastic or metal will not generally be allowed in conservation area settings.
22. In some circumstances, small, well designed and non-illuminated hanging signs, made of wood and with an appropriate bracket, may be judged to be more sensitive to the setting and will be considered more favourably.

Rural Conservation Areas and the Environment

23. Rural conservation areas in particular often benefit from the quality of the surrounding landscape and enjoy significant views across adjacent countryside. Similarly, certain entrances to conservation areas are important to the visual quality of the local environment. In both cases, the Council will generally refuse applications that would otherwise compromise the quality of these views into and out of conservation areas.
24. Trees and vegetation are essential features of many of the Borough's conservation areas. The Council will encourage the retention of as much existing and mature vegetation as possible and special attention will be paid to any proposed development that would result in the removal of significant trees or hedges. Where necessary and appropriate, and with the backing of the Council's Trees & Woodlands Section, the Council will place Tree Preservation Orders on those trees

in conservation areas that it considers to be under threat and which contribute to the amenity of the local area.

25. All work to trees in conservation areas (including their felling) must first be notified in writing to the Council at least 6 weeks before they are undertaken; the Council has an advisory leaflet available which explains these requirements in more detail.

Locally Listed Buildings

26. The Council will prepare a list of buildings of local architectural or historic merit. Their maintenance will be encouraged and they will receive special consideration during the development control process. Buildings included on the local list will be those that contribute to the character and appearance of the local environment and streetscene and that fulfil the first and one or more of the other following criteria:-

- Buildings constructed before 1950
- Examples of work by local architects or builders of esteem
- Buildings of local community or social interest
- Buildings of local economic, technical or historic significance
- Buildings that have remained substantially unaltered over the years since their construction

Applications for Listed Building Consent

27. Applications for Listed Building Consent should provide all elevational, structural and architectural details to a scale of at least 1:50. In most cases, details relating to the structural integrity of the building, such as information on timber framing, window and roof alterations or additions, should be to a much larger scale, such as 1:20 or even 1:10. Failure to provide this level of detail at an early stage in the process will generally result in a delay in determining the application, or even its refusal.
28. Most applications for Listed Building Consent that involve significant alterations to a building, such as where an existing dilapidated building is being repaired or converted to another use, will require a full structural survey to be carried out and submitted to the Council alongside the application. Again, failure to provide a survey with the submission of the initial application will generally result in the delay or refusal of the application.

ADVICE ON ALTERATIONS TO BUILDINGS IN CONSERVATION AREAS

This advice is adapted from that offered to the owners/occupiers of listed buildings in Annex C of PPG 15 (Planning and the Historic Environment).

External Elevations

Walls

Alterations to wall surfaces are usually the most damaging that can be made to the external appearance of a historic building. Alterations or repairs to external elevations should respect the existing character of the property and match it in materials, texture, quality and colour. Efforts should be made to retain or re-use original materials such as bricks, tile or slate-hanging, etc.

Openings

Door and window openings should not generally be altered in proportion or detail where avoidable. Arches, cill and lintel details should be kept wherever possible, or copied and repeated in new work or repairs.

Pointing

Pointing should normally be subservient to the building material. Repointing should be no more than a repair. New or repair work should integrate with existing coursing.

External Wall Treatment

Refacing of stone, flint, brick or terracotta facades with roughcast, cement render, stick-on stone, Tyrolean render, cement-based paints or other cosmetic treatment that is difficult or impossible to remove should be avoided. The cladding of any part of the exterior of a property within a conservation area with stone, artificial stone, timber, plastic or tiles would require planning permission.

Lime-based render is almost always preferable to cement-rich render on older buildings. Cement render forms a waterproof barrier that prevents any moisture trapped within the wall from evaporating and tends to drive damp higher and deeper into the wall, which may eventually lead to the destruction of the surface of the wall. Cement render also has the wrong profile in certain situations, giving a sharp and hard edge to quoins and wall openings. Lime-based render should generally be applied with a wooden float rather than a steel one.

Some historic renders like stucco were intended to have smooth surfaces and sharp edges and should not be replaced with other types of render. Decorative external features should be reproduced carefully if they are damaged or missing.

Timber Frames

While there are few unlisted buildings in conservation areas with timber frames, it is important to ensure that the whole structure is taken into account when repairs or alterations are proposed. Work should be kept to the minimum and traditional methods employed. Cleaning, such as sandblasting, should be avoided, as it will destroy all the traditional details of timber framing - historic graffiti, smoke-blackening and carpenters' marks, for example.

External Painting

Painting, or repainting in a different colour, does not require consent in most conservation areas where an Article 4 Direction does not exist. In Ashleigh Road, an Article 4 Direction requires the owners/occupiers of properties to apply for written consent should they wish to repaint their properties in "modern" colours, although like-for-like repainting is exempt from control. In general, previously unpainted surfaces should not be painted over. Cement-based or other waterproof and hard gloss paints should not be used on surfaces covered with traditional render. The correct finish for traditional renders is limewash. Down-pipes are usually best painted in unobtrusive colours, but lead down-pipes should not normally be painted.

The repainting of listed buildings, unlike those in conservation areas, may require Listed Building Consent if they will be significantly different in appearance because of the colour to be used. Again, "like-for-like" repainting is unlikely to require consent, but you should always check with the Planning Department if you are unsure.

External Cleaning

Cleaning can have a marked effect on the character of buildings and can affect the historic fabric. The cleaning of a building within a terrace would obviously have an effect on the appearance of the whole terrace. Cleaning with water and a bristle brush is normally the most acceptable and simplest way of cleaning a building, although this can lead to problems in some instances. Chemical methods of cleaning are often the cause of damage to wall surfaces. Appropriately, qualified and experienced companies should be used if it is decided that the appearance of the building or the nature of the pollution affecting it warrants more rigorous attention. Other parts of the building not being cleaned should be protected.

Wrought and Cast Iron

The character of wrought and cast iron features is derived from the unique qualities of the materials and traditional techniques of working it. Original examples of wrought iron should be retained wherever possible. It is not possible to replicate the character of wrought iron using mild steel. Old cast iron fittings such as railings, balconies, windows and door features can often be visually and architecturally important. Broken cast iron can be repaired and damage is not normally a reason for removal.

Parapets and Other Features

Parapets, pediments, parapeted or coped gables and saddlestones, eaves, cornices, and moulded cappings are essential terminal features in an elevation. Replacements should be facsimiles and in the same material.

Porches

A porch is sometimes the dominant feature of an elevation and their detailing should always be respected. Open columnar Classical porches should not normally be enclosed. Where new porches are acceptable, their design should be simple and should not affect the architectural integrity of the facade.

Balconies and Verandas

These are very often formal components in the design of an elevation. They should be maintained and repaired, where replacements are necessary, these should be facsimiles and in matching materials. Again, they should not normally be enclosed.

Fire Escapes

Fire escapes can be very damaging to the external appearance of a building. If essential, the escape should be sensitively located and fixed to avoid rust stains on the wall of the building.

External Plumbing

This should be kept to a minimum and should not disturb or break through mouldings - or other decorative features. Traditional materials look best, the use of modern materials will generally be discouraged.

Inscriptions, Carved Details and Other Features

Inscriptions, old lettering, old shop signs, inn sign boards, date plaques, coats of arms, carvings, moulded brickwork, terracotta features and statues are all part of the history of a building, its design and character. They should be recorded if they are damaged or decaying and should be retained as far as possible.

Roofs

Materials and Design Details

The roof is often the dominant feature of a building and the retention of its original structure, shape, pitch, cladding and ornament is vital.

Thatched roofs should be preserved and where re-thatching is done, it must be carried out in a style and material traditional to the Midlands region.

Slates and tiles are often laid to specific regionally traditional patterns and courses, which should be retained when re-roofing is undertaken.

Lead and copper should not normally be replaced with modern materials.

Embellishments

Towers, turrets, spires, bellcotes and cupolas are not only part of the overall design and often the main feature of the roof, but also make an important contribution to the streetscene and the character of the area and should be retained where possible. This is particularly so with public buildings. Lesser decorative embellishments should also be preserved as appropriate.

Dormers and Rooflights

There should always be a presumption in favour of retaining original dormers. If this is not possible, they should be reconstructed in detail. Enlargements of existing dormers should generally be avoided, and in most cases will require planning consent as an alteration to the roof.

Proposals for new dormers will be carefully considered. New dormers should not affect a symmetrical design, either of a building or of a row of buildings such as a terrace. New dormers in a conservation area require planning permission. Where dormers are inappropriate, rooflights fitting flush to the roof slope may be acceptable, although not on prominent elevations. Again, the insertion of rooflights may require planning permission depending on their location.

Chimney Stacks and Pots

Chimney stacks often perform a vital role in indicating the date of the building, its internal planning and in many cases provide structural stability. They should be retained as far as possible, although later additions can be removed. Chimney pots are often important as part of a traditional roofscape.

External Doors

Doors and Doorways

Original doorways and surviving original doors should be retained. Their replacement is often unnecessary. If original doors cannot be retained, replacement doors should copy the original in materials, design detail and paint finish. Unpainted hardwood, or stained, or varnished softwood doors are rarely appropriate.

Redundant doorways should in general not be removed. They are often important for the sake of the overall design of the property or terrace.

In general, door details, such as doorcases, door furniture, fanlights, pediments, columns, - pilasters, cornices, consoles and carved or stucco moulded details should not be removed or altered, even if the doorway is redundant. Removal of features that are a vital part of the appearance of older buildings such as these details will usually be -detrimental to the character of the property.

Windows

Existing and New Windows

As a rule, windows should be repaired where possible or replaced "like for like" in historic properties as a second best option. The insertion of new windows, or windows proposed as part of an extension to an existing property, should be sympathetic to the design, scale and proportion of those already in place at the property. Paint is usually the correct treatment for timber windows; staining is not traditional and should not be used. The exception to this is with early oak windows, which were commonly limewashed or left unpainted; these should not be painted but left to weather.

Old Glass

All old glass is valuable and of interest. Care should be taken, when repairing window frames or infrastructure, to remove or otherwise protect old glass before work is undertaken, and for it to be replaced in situ afterwards.

Replacement Windows

The use of factory made uPVC or other replacement windows is usually extremely damaging to the appearance of buildings in conservation areas. Frame members tend to be much wider than wooden ones, for reasons of strength. Modern casements with top-opening or louvered lights or asymmetrically spaced lights are generally unsuitable as replacements for windows in older buildings.

It is usually impossible to install double-glazed units in existing frames or to replicate existing frames with new sealed units without making obvious and inappropriate changes to the profiles of glazing bars, styles and rails. The new glass in such units may also significantly alter the appearance of the building. Secondary glazing, which has many of the practical advantages of double-glazing but keeps the original glazing intact, is to be preferred. This also has the advantage of being easily reversible.

Shop Front

Shop Fronts and Display Windows

Surviving shop fronts of merit should be retained where possible. Early 10th century shop fronts can be as unusual as 18th or 19th century examples. Features of value include blinds in blind boxes, shutters in shutter boxes against an upright, recessed doorways and stall-risers and are sometimes concealed behind later facings.

Shop Blinds and Security Grilles

Retractable apron blinds in canvas are often characteristic features of historic shop fronts and should be retained. Modern plastic canopies are not acceptable in conservation areas. External steel roller shutters are not appropriate for historic shop fronts. Traditional wooden shutters give protection and laminated glass and internally set chain-link screens are modern alternatives. Traditional stall risers are an effective deterrent to "ram raiders", as are small shop windows between masonry piers.

New Shop Fronts

New shop fronts should be designed to be in sympathy with the rest of the elevation and should incorporate any ground floor details of interest. Large inserted plate-glass shop fronts without any visual support for the upper parts of the premises can have an unfortunate effect and shop fronts should not extend into the storey above or alter the proportions of first floor windows. The fascia board should be in scale with the building as a whole, and should be finished at the top with console brackets and a cornice or other capping. Not only is this traditional, but the cornice provides an architectural division between the modern shop front and the older upper floors.

It is often unnecessary to provide display windows and thus alter a ground floor that is otherwise intact. Alterations should be minimal. Standard corporate shop fronts are seldom appropriate for historic buildings, nor are internally illuminated fascia boxes, although some forms of restrained halo-type illumination to fascia signage may be more acceptable.

Interiors

Walls

Internal walls in listed and other old buildings should be investigated for ancient or interesting features before alterations take place. Decorative mouldings or plaster work should not be cut through unless there is no other alternative.

Plasterwork

Old plain plaster should be preserved where possible; traditional plaster mixes have good insulation qualities and are able to withstand condensation better than modern gypsum plaster. Decorative features should be preserved.

Chimneypieces and Chimneybreasts

Good chimney structures are part of the decorative history of a building and are a main feature of the rooms in which they exist. There is no reason to remove a chimney simply because it has become redundant. Where removal is unavoidable, the chimneypiece should be saved for use elsewhere. The removal of a chimneybreast is usually unacceptable, in great part because it may affect the structural stability of the building.

Staircases

The removal or alteration of any historic staircase is not normally acceptable, as staircases are often important to the design of the building and can provide dating evidence.

Interior Paintwork and Design

Careful use of colour and materials can make a positive contribution to the character of a historic property. The use of historically accurate decorations and designs can greatly enhance most properties. Where historic decoration remains, cleaning and conservation may be more appropriate than renewal.

Floors

Floor Surfaces

Examples of traditional or original floor coverings, such as exposed floorboards, stone, bricks or tiles, should be retained as far as possible. The cutting of joists to accommodate new services should be kept to a minimum.

Floor Strengthening

Proposals for floor strengthening often form part of schemes for refurbishment and may be dictated by clients or funding bodies insisting on the same standards as for modern buildings. Such proposals are often incompatible with the structural integrity of historic buildings and should not be considered as a sufficient justification for major alterations. Historic floors can be made adequate for the actual loads they will carry using traditional materials and techniques.

Minor Additions and New Services

Minor Additions to Listed Buildings

Some standard external fixtures require listed building consent when they affect the character of a listed building. These include satellite dishes, meter boxes, burglar alarms, security and other floodlighting, video cameras and central heating and other flues, whether standard or balanced. Undamaging and visually unobtrusive positions for such fixtures must be agreed for these fixtures, so as not to adversely affect the character of the building.

Introduction of Services to Listed Buildings

Poorly thought out introduction of services such as mains electricity, telephone or gas can be detrimental to the character and appearance of a building. Long runs of wiring and pipes should be avoided unless chasing-in would destroy the historic fabric. Care should also be taken with internal alterations, false floors or ceilings used to conceal trunking, fibre optics, services etc should be reversible.

Glossary

The following is a list of architectural terms and words commonly used when discussing the historic environment.

Arcade	Succession of arches supported by columns.
Architrave	The lintel, extending from one column or pier to another or the moulded frame surrounding a door or window.
Ashlar	Finely dressed Stone.
Bargeboards	Sloping boards as a decoration along a gable.
Battered buttress	Sloping projection from a wall to create additional strength.
Cambered	Curved.
Chamfered reveals	Side of opening in a wall, cut at an angle, between the framework and outer face of a wall.
Clerestory	Upper part of nave wall, containing a row of windows.
Console	An ornamental bracket, of greater height than projection.
Corbel	Stone or wooden bracket jutting from wall face as support for a structural feature.
Cornice	Projecting course of masonry at top of a building.
Coursed rubble	Rough stone walling laid in a continuous level range of stones.
Cusp	Ornamental feature projecting from the inner curve of a Gothic arch.
Demesne	Estate surrounding house.
Diaper	Diamond shaped.
Doorhood	Covering of wood or stone over a door.
Doric	Earliest of Greek Orders of Architecture, comprising a column with base, capital and entablature.
Dripmould	Moulding over door or window.
Encaustic tiles	Tiles with the pattern burnt into them.
Entablature	Part of building structure above a column that includes the cornice, frieze and architrave.
Finials	Ornamental feature placed at base or apex of a gable.
Fluted	Narrow vertical grooves.
Foil	A small area in Gothic tracery. Foils are separated by cusps.
Frieze	Ornamental band, especially below cornice.
Keyblock	Central wedge-shaped stone at crown of arch.
Lattice casement	Vertically hung window, with lozenge-shaped leaded lights.

Mullion	Vertical bar of a window.
Nogging	Brickwork inflling within a wooden frame.
Ogee	'S' - shaped double curve.
Oriel	A large window that projects from a wall.
Oversailing	Overhanging.
Pediment	Triangular gable end area, often filled with sculpture.
Pentice	Projecting hood over window or door.
Pilaster	Hollow pier projecting from face of wall.
Quatrefoil	A decorative form of four foils and cusps.
Rusticate	To give a rough surface.
Segmental	An arch which is only part of a semicircle.
Stucco	Calcareous cement or plaster.
Transom	Horizontal pier dividing a window.
Truss	Combination of timbers to form a frame.
Vernacular	Traditional local design.
Hide	The Domesday hide was a fiscal unit of assessment divided into four quarters called virgates. Each virgate we reckoned to contain approximately 30 acres.
League	This appears to be 1.5 miles in the Domesday Book, not the more normal 3 miles.
Villeins	The peasantry of the Domesday period were divided into three classes, which were (in descending order) villeins, bordars and serfs.

SUPPLEMENTARY PLANNING GUIDANCE No.1

THE HISTORIC ENVIRONMENT

Statement on Consultation

This supplementary planning guidance document was the subject of wide-ranging consultation. The draft document was the subject of reports to Planning Committee on the 25th September 2000, and to Conservation Advisory Committee on the 13th September 2000 and 14th February 2001.

The draft document was advertised in the Solihull Times on the 1st December 2000, with interested parties being given until the 30th December 2000 to comment on it.

The draft document was sent out to the following in November 2000:-

Residents' Associations	Town and Parish Councils	Amenity Societies
Balsall Common and Village	Balsall	Berkswell Society
Bentley Heath	Barston	Knowle Society
Billsmore Green	Berkswell	Hampton-in-Arden Society
Burton Green	Bickenhill	Shirley Chamber of Trade
Catherine-de-Barnes	Castle Bromwich	Solihull Chamber of Trade
Cheswick Green	Chelmsley Wood Town Council	Solihull Access Group
Dorridge & District	Fordbridge Town Council	Solihull Ratepayers Assoc.
Harwood Grove	Hampton-in-Arden	Council for the Protection of Rural England
Hockley Heath	Hockley Heath	The Council for British Archaeology
Marston Green	Kingshurst	The Ancient Monuments Society
Olton	Meriden	The Georgian Society
Shirley	Smiths Wood	The 20 th Century Society
Solihull		English Heritage
Tidbury Green		The Victorian Society
Triangle		
Wells Green & Lyndon		
White House		
Solihull Residents' Federation		

A total of five responses were received which were reported to Planning Committee. Some amendments were made as a result of the consultation and the supplementary planning guidance was formally adopted by Planning Committee on 19th March 2001.