

# FAIRFORD LEYS

## ERNEST COOK TRUST GUIDELINES ALTERATIONSTO ALL FREEHOLDPROPERTIES

### INTRODUCTION – The Ernest Cook Trust Covenant

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**When the Ernest Cook Trust instructed John Simpson and Partners to draw up the Master Plan for Fairford Leys its objective was to foster a spirit of local community. This has been achieved through the creation of a network of coherent public spaces which residents can enjoy rather than just a means of access to the houses.**

This Master Plan for Fairford Leys sets down both high standards of design and the materials and architectural forms to be used to reflect the feel of a small traditional town. The houses and street scenes are carefully designed to fit this overall framework. Each street, road, lane and mews is designed from the point of view of the individual using it and each building makes its contribution to the whole.

Any alterations or extensions to a building within Fairford Leys will therefore, by definition, have an effect on the public realm and the whole community's general environment. It is therefore important that when change is carried out it is done in a manner that is consistent with the original objectives and does not detract from nor destroy the unique nature of the place.

As a result, contained in the conveyances and leases of all the properties in Fairford Leys are covenants controlling the alteration, modification and rebuilding of premises.

**This guide is for those contemplating alteration, modification or rebuilding freehold premises.**

**Coldharbour Parish Council manage the Ernest Cook Trust Guidelines and make decisions regarding the Covenants on behalf of The Ernest Cook Trust.**

## APPROVAL BY COLDHARBOUR PARISH COUNCIL

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The Parish Council will need to consider and, if appropriate, give its formal approval to any proposal that involves:

- the demolition and complete rebuilding of a property,
- an alteration of any kind, or additions of any kind, to the external appearance of the property, or a change of use of the premises.

This document is the manual defining the key criteria against which any such proposals will be considered.

**It should not be assumed that consent will be granted by the Parish Council. No proposal should be implemented until the Parish Council's consent is issued in writing.**

## PROCESS FOR SEEKING APPROVAL

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**Step 1.** Carefully read these Guidelines and identify the criteria applicable to your property. Use Appendix I to find out whether it is on a street, in a mews or part of the City Wall and use Appendix II to establish the appropriate front boundary condition. Then refer to Table A to determine the design criteria applicable to your property and to Table B to ascertain the palette of materials that may be used.

**Step 2.** Ensure that designers, builders or other advisers acting on your behalf are fully aware of the criteria set out in these Guidelines. Ensure that future purchasers of your property are made aware of these guidelines.

**Step 3.** Having made sure that your proposals conform to the relevant criteria, submit them to:

**The Clerk, Coldharbour Parish Council, Fairford Leys Centre, Hampden Square, Fairford Leys, HP19 7HT**

**Your application for Parish Council approval should contain the following:**

- i) Confirmation of ownership of the property;
  - ii) Plans in sufficient detail to show both the existing layout and elevations of the property, the adjoining properties on all sides, and the proposed extension (including any conservatory), alteration or new building.
- ii) Comprehensive details of the materials that you are proposing to use.  
See page 4 item 3 for further explanation.
- iii) In the case of a change of use, a plan to show the area involved together with such explanation as may be necessary and any changes to the means and frequency of vehicular access.

*It is incumbent upon the applicant to ensure that the information supplied is correct and accurate. Any consent based on incorrect information will be considered invalid and a new application will need to be made.*

**Step 4.** On receiving the Parish Council's approval, ensure that you obtain the consent of Buckinghamshire Council under planning and building regulations. It should be noted that, notwithstanding the fact that consent may have been granted by Buckinghamshire Council, the Local Authority's planning permission relates only to factors that are laid down by statute and does not necessarily take into account the specific circumstances relating to the design of the Fairford Leys Village and development.

## THE CONCEPT

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### STREETS AND MEWS

Each street, road, lane or mews is designed as a coherent public space. Each space has its own scale and fits into the overall hierarchy of public spaces. Any change or alteration must conform to this concept of the Master Plan.

- 1. Scale.** Streets are of a larger scale than mews areas. In this respect different criteria apply to a building in a mews rather than a street. Appendix I identifies the location of mews areas and Table A below outlines the differences.
- 2. Surface treatment.** Streets have metalled roads with defined pavements in concrete pavements or tarmac. Mews areas have charcoal grey V-groove concrete block surfaces with no side pavements for pedestrians.
- 3. Boundary conditions.** On a street, the distance from the back of the pavement to the front of the house determines the 'boundary condition'; figures 1, 2, 3 and 4 in Appendix II set out the 'boundary conditions' to be followed in each instance.

In the mews areas the buildings sit at the back of the hard surface and, where there is no building, there must be a brick wall, which should be 1.8m high, or solid timber gates which should also be 1.8 metres high. (See figure 5, Appendix II). No front gardens nor front railings are permitted in mews areas.

- 4. Garages and parking.** On a street, the garage to a house must be set back at least 5 metres from the building line (the front of the house): it may be separate from the house or attached, but it should clearly be a lower subsidiary structure, which is not integrated with the main building. The only permissible exception to this requirement is for the three storey houses, in particular those that form the City Wall (see next section).

In mews areas, by contrast, garages are always to be integrated into the dwellings, and may feature habitable accommodation above.

**GARAGES – Planning Requirements: Please note that there is a planning requirement on all garages on Fairford Leys in respect to parking. This is because to alter a garage often involves the loss of a parking space. This separate planning requirement is managed by the local Planning Authority which is Buckinghamshire Council and the property owner must seek permission from Buckinghamshire Council to convert a garage to another use.**

### THE CITY WALL

The City Wall is a tall continuous terrace that marks the edge of the denser central part of the development. The buildings that form it may be domestic or commercial and, between buildings, there are two storey high brickwork walls. Appendix 1 identifies the City Wall buildings and special boundary conditions apply (see Figure 6, Appendix II).

The wall is broken through at the main vehicular access routes into the village centre, where they are framed by towers: these are the only breaks that occur other than some pedestrian access routes.

On the outside of this perimeter there must be retained a zone of open green space which is generally the riverine corridor. Access into the City Wall buildings should never be from the side facing the green space; the perimeter elevation should present a 'closed' façade with no doors, no french windows and no balconies. The inner, 'open' façade may be to a street or to a mews. Garages may be integrated into houses facing a street which are three storeys high or more.

## GENERAL CRITERIA FOR NEW BUILDINGS, EXTENSIONS AND ALTERATIONS ON FREEHOLD PROPERTIES

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1. No new work, extension nor new building is to project forward of the established Building Line within streets or mews.
2. All work must conform to all relevant portions of Tables A and B and to the standard boundary conditions described in Appendix II.
3. In general, all extensions and alterations must use materials and details matching those of the existing buildings. New buildings replacing existing ones must use materials and details matching those of the original building.
4. The character of the City Wall as a tall continuous terrace must be maintained, in particular the zone of open green space on the perimeter elevation (See Figure 6, Appendix II). No doors, french windows nor balconies are permissible in the perimeter elevation. No alterations nor rebuilding of any City Wall block should alter the overall proportion of three or four full storey, and two and three storey buildings using dormers to the top floor, in the total run of the City Wall.
5. The removal or adaptation of existing simple porches or door cases is not acceptable. The removal or adaptation of original brick-built porches may be acceptable, and all applications for such changes will be considered on a case by case basis.
6. Roofs of extensions and alterations must have an eaves height no greater than that of the existing building and the pitch must match that of the main building. New buildings replacing those on any site should have an eaves height no greater than that of the original building and are to have a pitch of between 25° and 47° to the horizontal. No barge boards are allowed on new buildings nor on extensions nor alterations to existing buildings. Decorative ridges should not be used on roofs. Roofs of single-storey alterations or single-storey rear extensions that are attached to, or are near to, garages should be covered in the same material and colour as the existing garage. Flat-roof single storey rear extensions may be allowed providing that such extensions do not adversely impact on the street scene, are in keeping with the original design and use materials that match as closely as possible those used on the original property. All applications for such extensions will be considered on a case by case basis. All other flat-roof extensions will not be allowed.
7. Dormer windows must conform to tables A and B. Dormer windows should generally have pitched roofs but, in acknowledging that some property designs have flat roofs, the Parish Council will use its judgement on a case by case application in deciding when a flat roof dormer is acceptable within the street scene.
8. Flush 'Velux' type roof windows are relatively unobtrusive and will be allowed to the front as well as the rear of properties.
9. All windows to extensions and alterations should have white frames to match those on the existing building. If windows in existing openings are changed, they should maintain the appearance of the original windows. No aluminium or steel windows are allowed. Where new buildings replace existing ones, the windows are to be of the same pattern as those on the original building. Windows in buildings along streets should continue to have traditional vertically proportioned sash-type windows. Windows on Mews buildings should be side-hung casement style.
10. Doors in buildings along streets should continue to be six panel or four panel. Glazing is acceptable in the top two panels of a six-panel door or as two vertical glass panels in the top half of a six-panel door. Doors in Mews properties can either be plain vertical boarded with a single vision panel in the centre, or four or six panel.

11. Front door colour restrictions have been relaxed to any shade of colour from the main 5 colours used on Fairford Leys. These are Red, Blue, Black, White and Green.
12. Conservatories must have framing in white to match the windows on the existing building. No aluminium or steel framing is allowed. The roof pitch of conservatories must be greater than twenty degrees. Finials, and other decorative designs, are permitted. Replacement of glass roofing with light-weight tiles is allowed providing that the tiles match, as closely as possible, the colour of the original house roof tiles
13. Chimneys: In addition to brick and terracotta chimneys, metal flues no more than 30cms in diameter and coloured black to match existing rainwater goods may be acceptable for wood burning and multi-fuel fires. Any such proposed changes will be considered on a case by case basis.
14. Exterior Electrical & Gas Meter Boxes: These should be left in their original installation colour (i.e. their colour when the building was constructed), painted to match the existing background wall colour or painted to match the colour of the front door.
15. Front Gardens: Property owners can plant such trees, hedges and shrubs as they consider suitable to enhance the property, but they must not be detrimental to the overall street scene in any way. Trees and hedging must be maintained and not be allowed to impede with the pavement or road or restrict pedestrians.
16. Cornices, corbelling, string courses and other architectural details must match those of the existing or original building on any site.
17. Painting of fairface brickwork is not permitted.
18. Replacement of walls, railings, gates and fences will only be permitted if in the same materials, colour and pattern as the existing.
19. Replacement of rainwater goods will only be permitted if similar to the original pattern and colours.
20. Repainting of elevations will be permitted in colours that are as muted as the existing. (see Tables A and B)
21. Repainting of railings and gates will only be permitted if similar to the original colours.
22. Boundary hedges must be kept in good order so as not to impinge on adjoining public areas.
23. To preserve the street scene replacement/refurbishment of driveways will only be permitted if the materials and colour used comply with the requirements of Table B (Roads, Pavements & Driveways).

## TABLE A

DESIGN CRITERIA FOR DOMESTIC PROPERTIES ON FAIRFORD LEYS HIGHLIGHTING THE DIFFERENCES BETWEEN BUILDINGS ON STREETS WITH THOSE IN MEWS WHICH MUST BE MAINTAINED IN ALL NEW BUILDINGS, ALTERATIONS AND EXTENSIONS

	BUILDINGS ALONG STREETS	MEWS BUILDINGS
HEIGHT OF BUILDING	All buildings forming the building line of a street must be at least two storeys high. Domestic buildings are to be two or three storeys in the area within the City Wall. Certain buildings facing the main public spaces must be three storeys in height without the use of dormer windows.	One or two storey buildings. Low and modest in scale, subsidiary to the street buildings.
EAVES HEIGHT	The lowest permissible eaves height for a two storey building is 5 metres above finished pavement level.	The eaves height on mews buildings may not exceed 4.65 metres above finished mews level.
DORMERS	Dormer windows should generally have pitched roofs but, in acknowledging that some property designs have flat roofs, the Parish Council will use its judgement on a case by case basis in deciding when a flat roof dormer is acceptable within the street scene.	As directed under “Buildings Along Streets”.
WINDOWS	Buildings are to have traditional vertically proportioned sash-type windows. Casement windows may be considered only at the rear of properties at first floor or above.	Windows on mews buildings must generally be side hung casement, and must be square or horizontal in proportion.
DOORS	Doors should be six panel or four panel. Glazing is acceptable in the top two panels of a six panel or as two vertical glass panels in the top half of a six panel door	Doors in Mews properties can either be plain vertical boarded with a single vision panel in the centre or four or six panel.
PORCHES, DOORCASES,	The removal or adaptation of existing front porches is not acceptable. The restriction to changes to original brick built porches may be relaxed and all applications for such changes will be considered on a case by case basis.	Mews properties may not have porches. The doors must predominantly be left unadorned, with no door surrounds. No more than 25% of doors in any mews may have small, simple canopies above the door.
BOUNDARY CONDITIONS	The nature of the boundary condition must not be altered on any property. The boundary line at the back edge of the pavement must always be clearly defined, either by the building, railings, 1.8 metres high wall or gates depending on the distance of the building line from the back of the pavement (see Appendix II, figures 1 - 4)	All buildings in the mews areas must sit at the back of the hard surface. Where there is no building, there is to be a brick wall, min 1.8 metre high with solid timber gates 1.8 metre high. (see Appendix II, figure 5). The mews boundary condition is the major factor governing its distinctive character and must not be altered.
GATES	Iron or timber gates to traditional patterns must be used when openings in garden wall/railings are more than 2.8 metres wide.	Solid timber vertical boarded doors with brick gate piers must be used in all openings to walls.

## TABLE A(continued)

DESIGN CRITERIA FOR DOMESTIC PROPERTIES ON FAIRFORD LEYS HIGHLIGHTING THE DIFFERENCES BETWEEN BUILDINGS ON STREETS WITH THOSE IN MEWS WHICH MUST BE MAINTAINED IN ALL NEW BUILDINGS, ALTERATIONS AND EXTENSIONS

	BUILDINGS ALONG STREETS	MEWS BUILDINGS
RAILINGS	Railings are used as a boundary when the building is not at the back edge of the pavement subject to the Boundary Condition requirements above.	Railings cannot be used in mews areas



## TABLE B

### PALETTE OF MATERIALS USED FOR ALL FREEHOLD PROPERTIES ON FAIRFORD LEYS

	TYPE	MATERIALS
CHIMNEYS	Brick and terracotta or metal flues. See previous notes on wood burning and multi-fuel fires.	To be made of brick or to be rendered on the exterior and have red terracotta pots. Fibreglass units with brick tiling are also acceptable as are some exterior metal flues.
RAINWATER GOODS	Ogee Gutters	To be white where used in conjunction with a timber dentil or moulding and otherwise black or brown.
	Half Round Gutters	To be black or brown
ROOF	Generally	All roofs are to be pitched at between 25° and 47° to the horizontal. Large profiled roof tiles are not permitted.
	Slate	Natural slate of durable quality. Look-alike concrete and resin versions are acceptable if the thinness of the visible leading edge is close to that of real slate
	Plain tiles	Machine made or handmade Clay Convincing look-alike concrete versions are acceptable.
	Ridge and Hip Tiles	Clay, or clay look-alike, half round section.
	Eaves	Simple timber fascia painted black. More decorative eaves detail in brick may be used with white ogee gutter.
ROOF	Verges	Bedded verge. Barge boards are not permitted.
	Dormers	Plain and simple with plain flank panels in painted plywood or lead clad. Timber boarding is not permitted for flank panels.
PARAPETS	Brick/render with stone or cast stone coping.	Brick/render to match main elevations with stone/cast stone copings.
WALLS	Brick	Brick to match local brick types found in old Aylesbury, generally red.
		A variation of brick types in adjoining blocks should be maintained. Brick bond is to match that existing, or corresponding elements in adjoining buildings where an existing building is to be replaced.



**TABLE B (continued)**

PALETTE OF MATERIALS USED FOR ALL FREEHOLD PROPERTIES ON FAIRFORD LEYS

	TYPE	MATERIALS
WALLS	Brick	Either painted or self-coloured render may be used in muted, traditional earth colours: yellow ochre, off-white, light pink, terracotta. Green or blue colours are not permitted.
	Render	Either painted or self-coloured render may be used in muted, traditional earth colours: yellow ochre, off-white, light pink, terracotta. Green or blue colours are not permitted.
	Movement joints	Vertical movement joints must be located at internal angles or, if essential on a façade, to be concealed by a rainwater pipe (which may be a dummy). Horizontal movement joints are permitted only at the level of upper floors and only if they can be disguised by a projecting stone or cast stone string course.
WINDOWS	Traditional pattern sliding sash or casement (refer to Table A)	White in colour; no steel nor aluminium frames permitted. Convincing looking uPVC functioning sash windows are acceptable.
GARAGE DOORS	Vertical boarded doors	Painted timber or pressed steel to resemble vertical boarding in a traditional pattern. Glazed small pane lights may be incorporated at the top of the doors but may be steel backed for security. Colour of garage doors should match the colour of the front door
ENTRANCE STEPS ON THE STREET OR MEWS FRONTAGE	Finishes and form	Where steps lead up to an entrance, they may include plinths to the flanks. They must be constructed of brick to match the main building or in solid blue engineering brick. Stone or cast stone treads may be laid on the upper surfaces, in which case stone or cast stone risers and flanks will also be permitted. Where steps lead up to a door case, they must be wider than the width of the doorcase at threshold level.
DOORCASES CANOPIES & PORTICOES	To traditional pattern No brickwork is to be visible between the door and the doorcase.	Timber, reconstituted stone or convincing GRP are acceptable. Pilasters must reach down to the paving surface adjacent with no gap giving the appearance of floating.

**TABLE B (continued)**

PALETTE OF MATERIALS USED FOR ALL FREEHOLD PROPERTIES ON FAIRFORD LEYS

	TYPE	MATERIALS
DRESSINGS	Base course/plinth	Brick or render. Brick to match main brick of building.
	String Course	Stone, cast stone or brick. Soldier course brick string courses of standard bricks set vertically are not permitted.
	Arches/Lintels	<p>All door and window openings, except where immediately below eaves details, shall have either lintels, in stone or cast stone, or cut brick arches, which may be segmental or flat.</p> <p>Segmental or flat brick arches must use tapered bricks. Cut brick slip voussoirs as a facing to steel or concrete lintels with shallow arched soffits are a permissible alternative to true load-bearing brick arches.</p>
	Cills	Straight soldier courses of standard bricks set vertically on steel lintels are not permitted.
	Quoins	Stone or cast stone.
GARDEN WALLS	One brick thick wall with intermediate piers	<p>Brick type and bond to match adjoining house or an adjoining garden wall with creasing tile and brick-on-edge capping. Brick walls may only be used on boundaries fronting a Mews area or to street boundary of buildings with a front garden more than 6 metres long (See Appendix II). Where garden walls have corners that are not exactly 90° they are to have either piers or special bricks shaped to the angle. Comb (or finger) joints to form angles leaving open pockets are not acceptable.</p> <p>Brick piers are to be used at gateways in association with railings, two bricks square with 100 mm thick cast stone pier caps, or with creasing tiles and brick-on-edge capping.</p>

**TABLE B (continued)**

## PALETTE OF MATERIALS USED FOR ALL FREEHOLD PROPERTIES ON FAIRFORD LEYS

	TYPE	MATERIALS
METER BOXES	Electricity and gas	Should be left in their original installation colour (i.e. their colour when the building was constructed), painted to match the existing background wall colour or painted to match the colour of the front door.
RAILINGS	For houses where gardens are up to 2 metres deep from back of pavement.	Mild steel with cast iron finials and embellishments, painted black epoxy gloss, set into brick plinth with cast stone coping, total height 1.3 metres, with heavier finialed posts at property boundaries. Finials may be painted in gold or silver metallic paint.
	For street boundary of houses where gardens are more than 2 metres deep from back of pavement.	Mild steel with cast iron finials and embellishments, painted black epoxy gloss, set into brick plinth with cast stone coping, total height 1.3 metres. Finials may be painted in gold or silver metallic paint.
FENCES	For street boundaries of gardens over 6 metres deep; for sides of house plots or screening car parking and for property line divisions for gardens over 2 metres deep.	Post and close boarded timber, stained brown.
GATES	To traditional pattern.	Close boarded timber, stained brown, or iron. Iron gates only to be used with metal railings and are to be painted black epoxy gloss. Finials to metal gates may be painted in gold or silver metallic paint.
ROADS, PAVEMENTS & DRIVEWAYS	Pavements.	Light grey concrete paviors or tarmacadam to match adjoining pavement or buff captive gravel.
	Mews surface	Charcoal V-groove block. Drainage channel to be the same colour as the paving.
	Driveways	Tarmacadam or block paving, all one design with no additional patterns or creative designs (contact the Parish Council for examples). A single colour, which can be any shade of grey from light grey through to black, must be used across the whole driveway.

**KEY:**

Mews Areas



City Wall building



## Appendix I

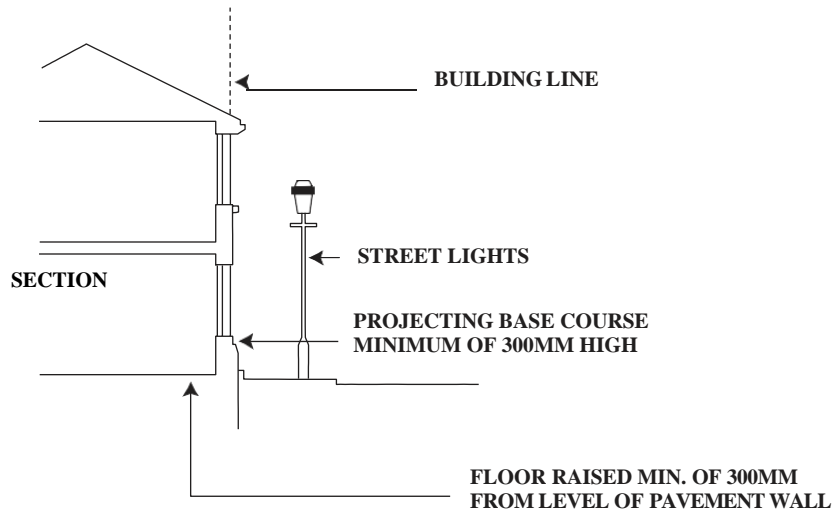
### Fairford Leys, Aylesbury, Plan of the Development

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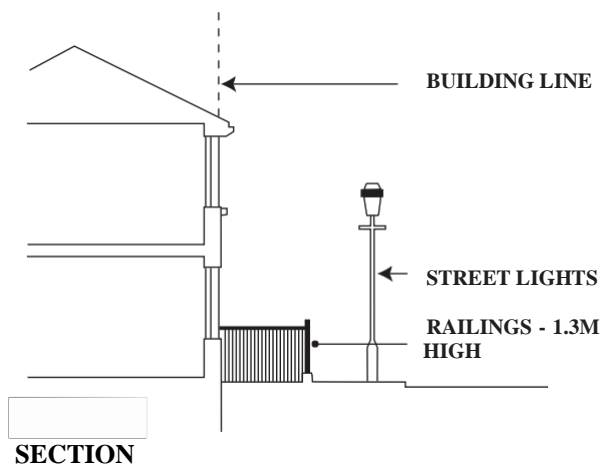
## APPENDIX II

### BOUNDARY CONDITIONS



**Figure 1: Conditions where the Building Line is on back of pavement**

**Note:** Steps and canopy to front door, rainwater pipes and meter boxes may project up to 200mm in front of Building Line but must leave a clear pavement width of 1.8 metres to the kerb, or 1.2 metres to a street light or other item of street furniture



#### SMALL FRONT GARDENS

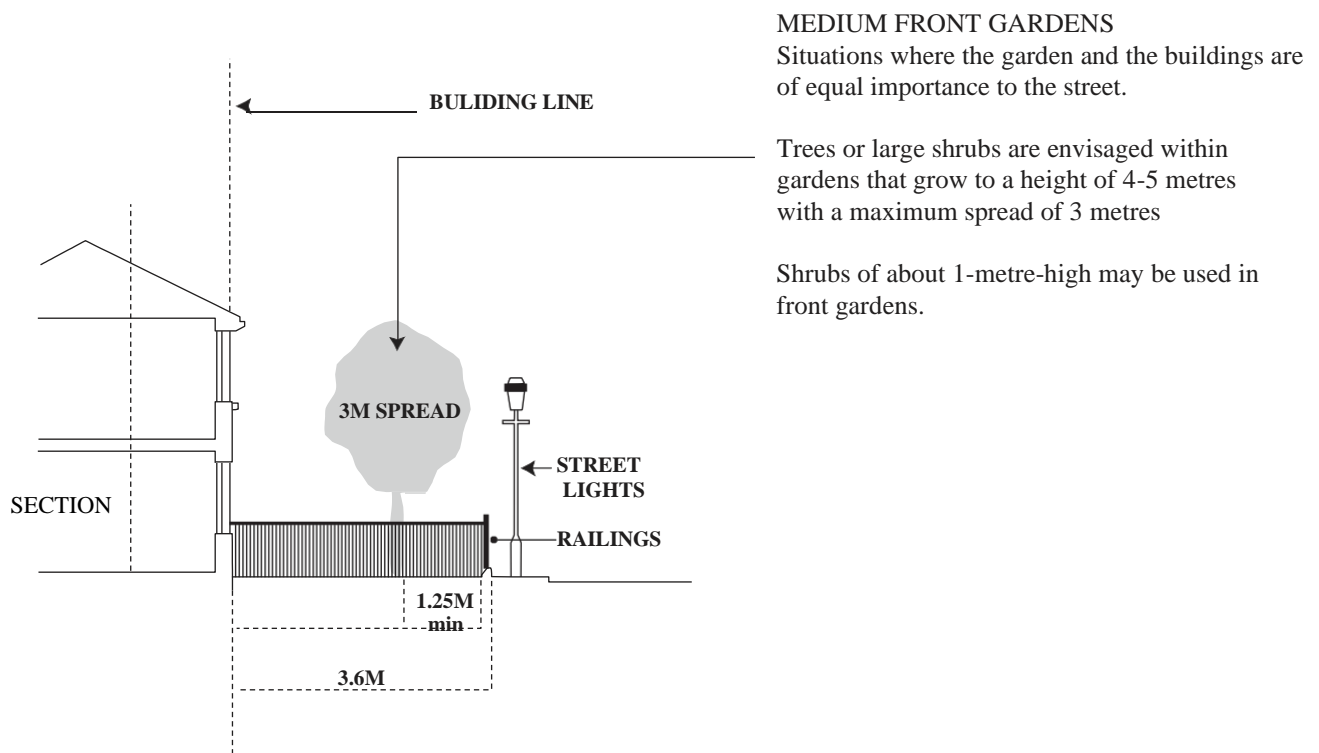
Situations where the definition of the street is dependent on a strong building line

HEDGES AND SHRUBS MAY BE USED

**Figure 2: Conditions where Building Line is less than two metres from back of pavement**

## APPENDIX II

### BOUNDARY CONDITIONS

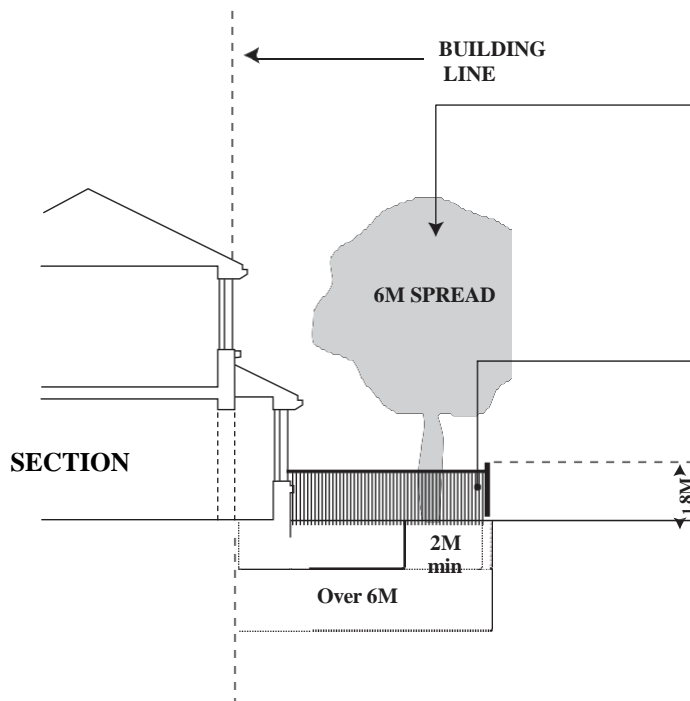


**Figure 3: Conditions where Building Line is between two and six metres from back of pavement**



## APPENDIX II

### BOUNDARY CONDITIONS



#### LARGE FRONT GARDENS

Situations where trees are a vital part of streetscapes and can dominate buildings.

Trees envisaged of 6 metre spread. These are medium trees which achieve a mature height of 6-8 metres

Timber Fence 900mm high

Boundary with the street is a solid wall of a minimum height of 1.8 metres.

Where garden is over 8 metres deep larger trees would be envisaged that grow to a mature height of 9 metres

**Figure 4: Conditions where Building Line is six metres or more from back of pavement**



## APPENDIX II

### BOUNDARY CONDITIONS

2.4M

4.8M

1.8M

#### Figure 5: Mews condition

No doors, french windows or balconies permitted on perimeter facade

All windows to be vertically proportioned sash type windows

Green open space to perimeter must be maintained

#### Boundary conditions

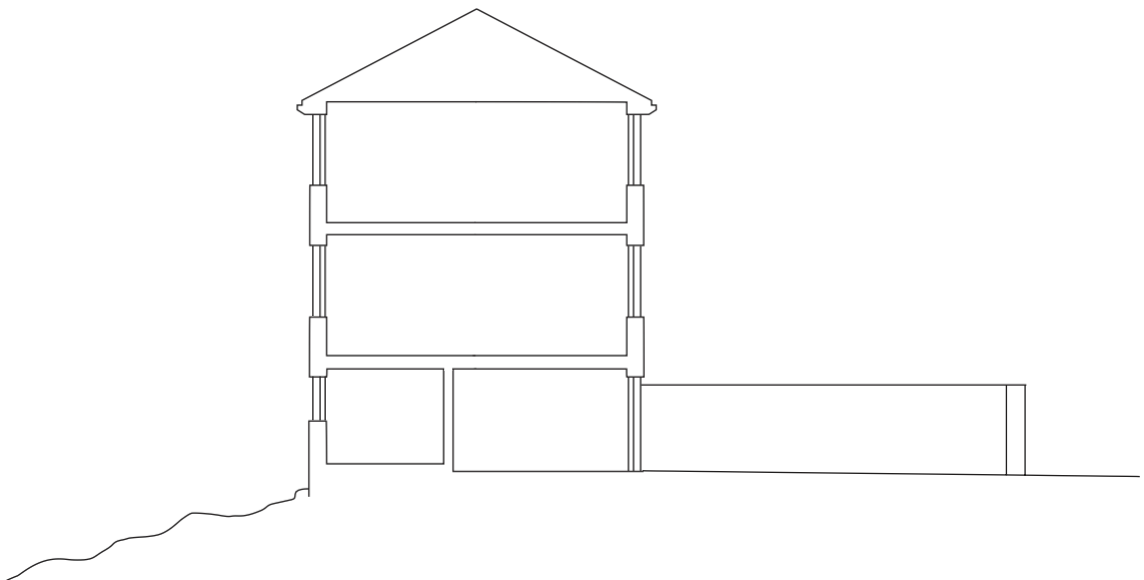
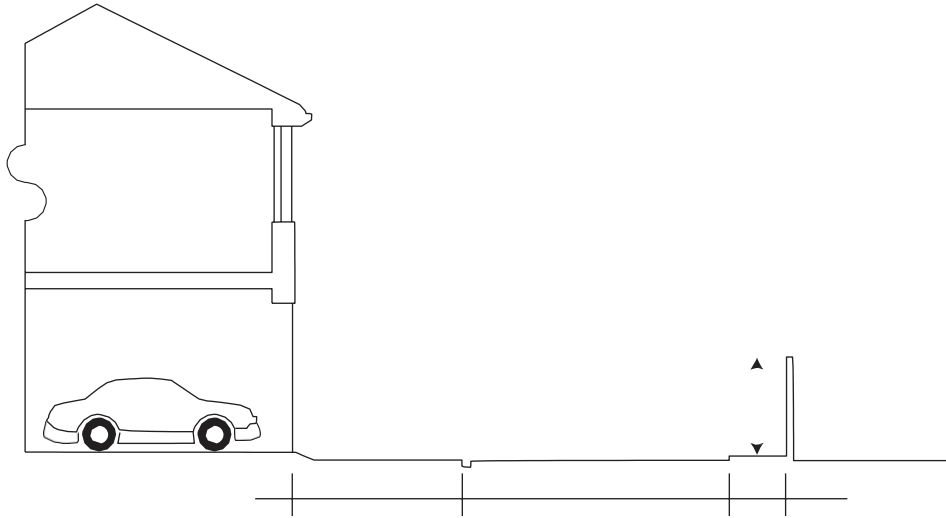
1.8 high wall with solid gates whether on street or mews

Integrated garage acceptable in houses of three or more storey's

Railings are not to be used

**Figure 6: City Wall**

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*"Making Life Better"*

**COLDHARBOUR PARISH COUNCIL**  
**[www.coldharbour-pc.gov.uk](http://www.coldharbour-pc.gov.uk)**

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