

Replacing your windows within a Conservation Area or in a Listed Building - Beware!

Replacement Windows

If you live in a listed building you need listed building consent to replace your windows. All new windows in listed buildings and those on the public elevations of un-listed buildings in conservation areas must match the historic design and materials; UPVC or aluminium frames are not acceptable. (See Design Guide for the Repair and Replacement of Windows in Listed Buildings and Properties in Conservation Areas below)

If you have installed these windows, and they do not comply with City Plan Policies then this may lead to formal enforcement action, prosecution via Court proceedings or a fixed penalty fine of up to £5,000 per enforcement notice (in the case of a Listed Building).

Before Enforcement Action



Unacceptable windows that do not comply with Policy
UPVC (plastic coloured frames) windows with tilt and turn opening, windows with a non traditional glazing proportion.

After Enforcement Action



Acceptable windows that comply with Policy
Traditional timber frames, matching frame thickness, matching glazing proportions within the surrounding area, traditional method of opening.

City Plan Policies

DG/DES3 Design Guidance for Listed Buildings and properties in Conservation Areas.

Design Guidance for the repair and replacement of windows in Listed Buildings and properties in Conservation Area.

Immunity from Enforcement Proceedings

Conservation Area

If you have installed windows that do not comply with City Plan Policy DG/DES 3, your property is not a Listed Building and you can prove they were installed more than 4 years ago then the Council cannot proceed with enforcement action.

In instances like these you may wish to apply for a certificate of lawfulness for an existing use. [Click here](#) for application forms.

Listed Buildings

The 4 year rule does not apply to Listed Buildings, however action could be taken on windows installed after the date of Listing. If unacceptable windows are formally brought to the attention of the Council by way of public complaints then this could lead to formal enforcement action, fixed penalty fine or direct action.

Fixed Penalty Notices

Planning enforcement Charter contains more information on all types of Fixed Penalty notices. [Click here](#) for the Charter.