

Secondary glazing: Making a listed building consent application

This short guidance note is an addendum to the Council's [Energy efficiency, retrofitting, and sustainable construction](#) SPD to assist owners of listed buildings and architectural professionals when applying for listed building consent for the installation of secondary glazing. Specifically, this guidance provides advice on what makes a good, listed building application (LBA), and the type and quality of information required to best present your proposals and in order to be registered.

The SPD advocates a whole-house and energy efficiency measures hierarchy approach i.e., that in attempting to improve the energy efficiency of your home there are a plethora of easily achievable and simple measures that should be considered before considering more intrusive and, importantly, more costly measures. For instance, historic windows are very often capable of being repaired and made more air-tight by introducing draft proofing, in partnership with thick, insulated lined curtains – both measures can have a significant impact on reducing the infiltration of cold air and the loss of warm air and significantly improve occupant comfort.

However, secondary glazing can be an appropriate and effective way of improving the energy efficiency of your listed property, and additionally it can also provide some acoustic attenuation. It can also be a viable alternative to using double glazing where there are surviving historic windows that are important to retain and part of the significance, character, and architectural interest of the building. With the recent advances in the development of energy efficient products for listed buildings, slimline secondary glazing is now available that does not require a bulky and obtrusive subframe. This type of secondary glazing also relies on limited fixings and can be attached within the staff beads, directly and closely to the frame of a window using magnetic strips, which means it is more visually discreet, and the windows and associated shutters, where they exist, can remain operational. Additionally, windows can also remain operative. This type of secondary glazing is generally the preferred type for use on listed buildings because of these reasons and may not need listed building consent. However you are advised to seek [preapplication advice](#) to confirm this.

As with any retrofit energy efficient measures there are risks, and in the case of secondary glazing interstitial consideration can occur, and in particular between the window and the secondary glazing. This could result in the formation of mould and ultimately the decay of the timber window. Historic England offer more detailed advice in their published specialist guidance: [Energy Efficiency and Historic Buildings: Secondary Glazing for Windows](#).

What makes a good, listed building application for secondary glazing?

It is important to instruct an experienced and qualified conservation specialist to undertake the preparation and submitting of a listed building application. They would need to first undertake a survey of each window and associated internal joinery to assess whether the installation of the secondary glazing can be accommodated without causing any conflict. Specifically, to ensure that the hinges of the historic

shutters are set away from the sash box frame to enable the installation of the secondary glazing units without rendering the shutter inoperable by obscuring the hinges. Shutters provide significant efficient energy efficiency when closed. To be discreet, the secondary glazing needs to be finished in a colour that exactly matches that of the existing window joinery decoration. Additionally, the central meeting rails of the secondary glazing needs to also match that of the historic windows.

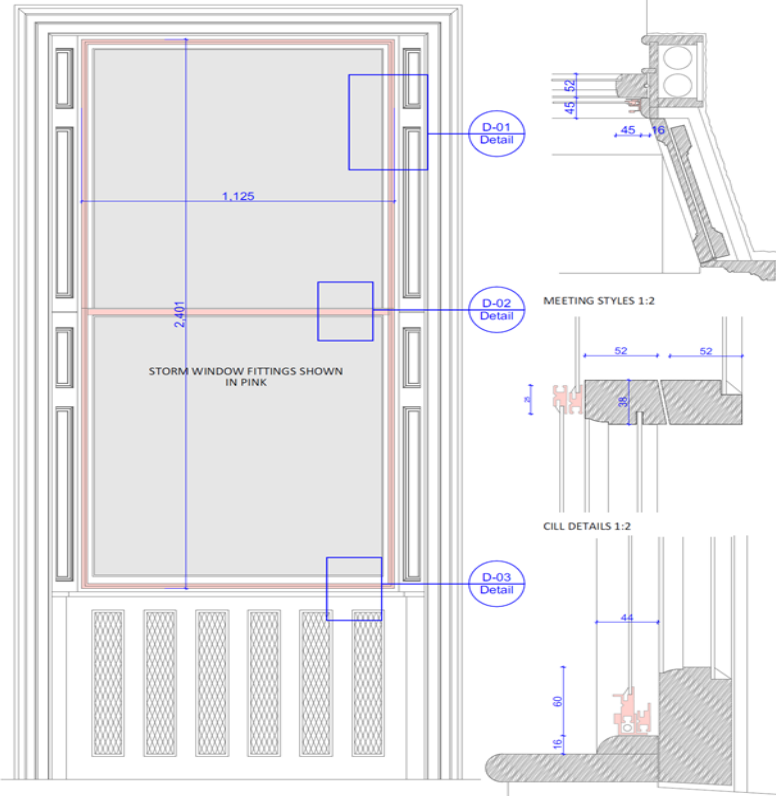
An application should include the following information:

- **Heritage, Design & Access statement:** this needs to be proportionate to the scope of the alterations being undertaken and therefore need not be lengthy or onerous. However, it is important to assess the windows in terms of their origins, age, style and character and it should include comprehensive and clear photographs to accompany the written assessment. Each window needs to be assessed as to whether secondary can be accommodated successfully without causing conflict or harm. The design approach should also be explained i.e. the paint finish of the secondary glazing to match that of the existing window and interior decoration etc
- **Existing and proposed plans:** scale plans (1:100) showing each floor and location of windows proposed for secondary glazing installation
- **Proposed elevation drawings:** scale elevation drawings (1:10) to include the proposed secondary glazed units to accurately illustrate how they will appear once installed – should include annotation that states colour of secondary glazing to match existing paint colour of historic window
- **Proposed joinery details:** scale joinery details (1:2 & 1:5 horizontal and vertical sections) to accurately illustrate the interface between the secondary glazing and the historic window frame how the secondary glazing will fit to it
- **Product manufacturer information:** manufacturer information and specification to illustrate how the secondary glazing works and fitting requirement

Example of appropriate drawing detail

TYPICAL INTERNAL WINDOW ELEVATION AND DETAILS

NOTE THAT ALL 7 No WINDOWS FORMING PART OF THE APPLICATION ARE VICTORIAN AND DETAILED IN THE SAME WAY. NONE HAVE THEIR ORIGINAL STAFF BEADS. THE CURRENT CONFIGURATION ALLOWS SHUTTERS TO OPERATE BUT THEY HAVE BEEN PAINTED SHUT IN ALL INSTANCES



PROJECT: FLAT E/F 12 SYDNEY PLACE, BATH	BA2 6NF	HBA 343
DRAWING: WINDOWS AS PROPOSED	SCALE: 1:10, 1:5, 1:2	200
	DATE: 28/09/2021	
	SIZE: A3	

(Drawing courtesy of Harrison Brookes Architects)

Installing slimline secondary glazing



Installed slimline secondary glazing



(Photographs courtesy of Storm Windows)