



# ADUR DISTRICT COUNCIL

## DESIGN BULLETIN NO.3

### Shopfront Security



ADUR DISTRICT  
COUNCIL

January 2019

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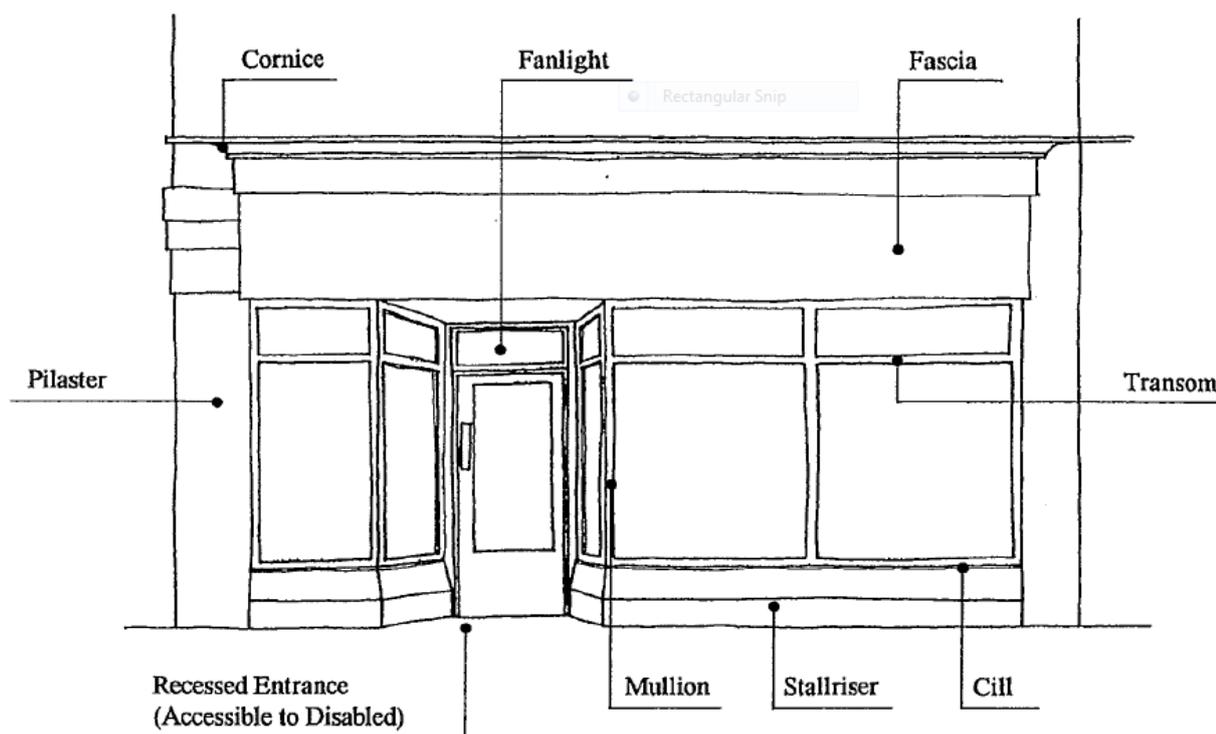
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## I. Introduction

- 1.1 This design bulletin describes the range of shopfront security devices which the District Council considers to be acceptable in particular parts of Adur. The measures put forward on the following pages should help to maintain and improve the shopping environment and ensure adequate security levels for shopkeepers.
- 1.2 Increasing rates of crime and the fear of crime are making it important to ensure that shops are secure, and that shopping areas feel safer. Whilst security is undoubtedly an important issue, the character and appearance of shopping areas must also be retained to ensure that they are attractive places to live, work and shop. Turning buildings into fortresses not only detracts from the character of an area, but it also increases the fear of crime. Unattractive security measures adversely affect the image of the area which can lead to a loss of visitors and trade. Therefore, it is in the interests of all concerned, particularly retailers, that sensitively designed security measures retain and enhance the environment.
- 1.3 Whenever possible, shop owners and shopkeepers are advised to consider the overall design of their shopfronts, their shop security measures and their advertising requirements, at the same time. Design Bulletin No 1 “Shopfronts”, available from the Planning Department, provides guidance on these matters for retailers in Shoreham Town Centre. The main elements of a shopfront are shown in Figure 1.

Figure 1: Main Elements of a Shopfront



- 1.4 Planning permission is required for the installation of many shopfront security devices and advice should be sought from the Planning Department. Discussions with Planning Officers on shopfront design and security are encouraged at an early stage. Where inappropriate security measures/shutters are installed without permission, the Council will, where expedient, take enforcement action to secure their removal.
- 1.5 Overall, a new shopfront must usually comply with the Building Regulations 2010 Approved Document M (Access for Disabled). For advice on this, contact Building Control.

## 2. Design Advice for Shopfront Security

### *Listed Buildings and Conservation Areas*

- 2.1 The Council will seek to apply the highest standards when considering applications for security grilles on Listed Buildings and in conservation Areas. Shutters and prominent box housings will not be acceptable.
- 2.2 **Laminated glass** provides security without affecting the appearance of the building and this is the preferred approach on Listed Buildings and in Conservation Areas. Some features can strengthen the shopfront without detracting from the character of the area. Large areas of glazing should be avoided, and can be reduced by using transoms and mullions to break the window up into smaller areas. (Planning permission may be required to do this and applicants are advised to check with the Planning Department).
- 2.3 The use of **internal grilles** does not require planning permission, and is generally the next most favourable solution. However, where the shop is part of a Listed Building, Listed Building Consent may be required. **Removable or demountable grilles** can be used as an alternative to internal grilles, although all external grilles require planning permission. However, as no bulky box housings are required, removable grilles of a design sympathetic to the building and area concerned are generally an acceptable alternative to internal ones. In Conservation Areas and on Listed Buildings such grilles should be colour finished to match or complement the shopfront and/or the building, and must always be stored inside the shop or otherwise out of sight externally when not in use.
- 2.4 If an **external shutter** is essential it should generally be an open mesh design (see Figure 2). If the shutter is retractable, the location of box housings and guidance rails etc. must be given careful consideration to ensure that they do not damage any architectural features. The guidance rails should be concealed and the housing box should be located either behind, or beneath, the fascia. In Conservation Areas and Listed Buildings, the colour of the shutter and any visible associated fixtures should be appropriate to the building.
- 2.5 **Solid external shutters** will not normally be permitted, particularly on Listed Buildings and in Conservation Areas. They are rarely sympathetic to the character and appearance of such sensitive locations. They have a deadening effect on the street scene and can

encourage graffiti. They also prevent passers-by seeing into the shop, and stop light from the shop shining into the street, thereby making the street feel more threatening.

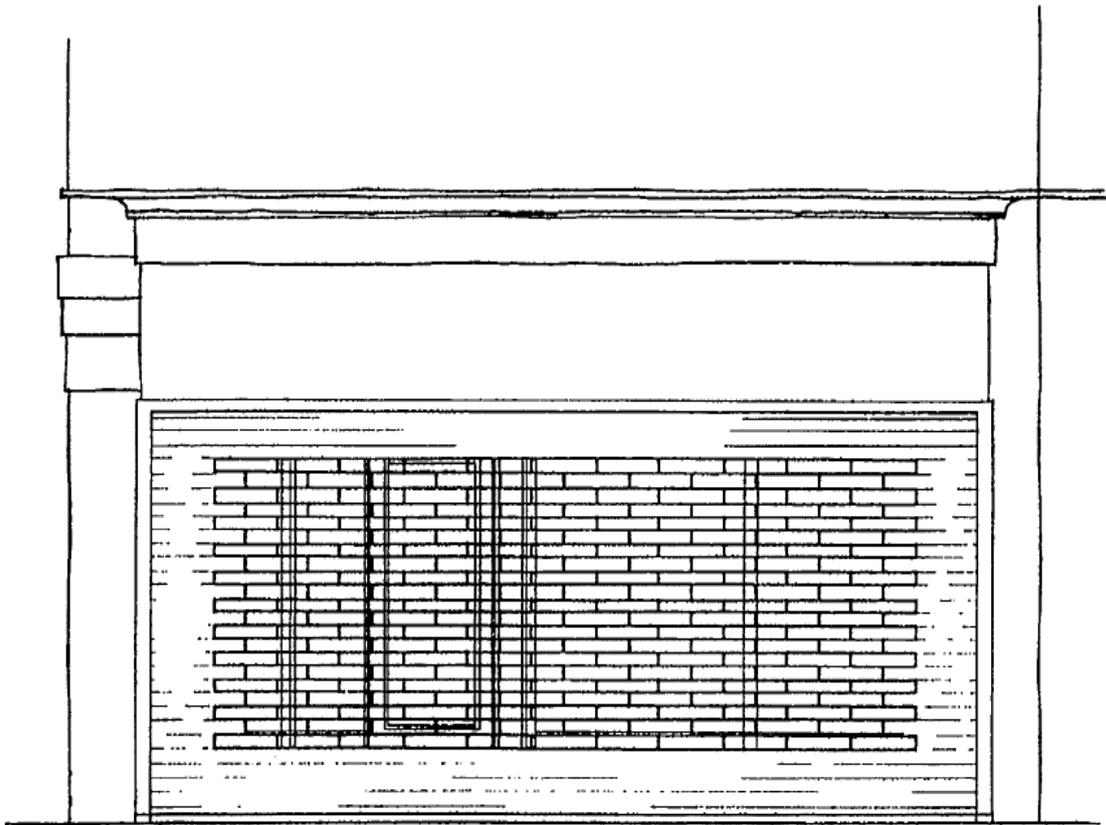


Figure 2 : External Roller Shutter (lattice type)

### ***Other Shopping Locations within Adur***

2.6 Throughout the remainder of Adur, the advice identified in Section 2.1 should be considered. Good standards of design are required throughout Adur to enhance the built environment and to improve the attractiveness of local shopping facilities. Nevertheless, where retail units are not in Listed Buildings or Conservation Areas, **solid roller shutters** may be permitted if:-

- I. There is evidence of a high level of vandalism and break-ins affecting a particular shop or areas, or
- II. The stock held in the shop to be protected is of particularly high value.

In all instances, the shutter boxes should, where possible, be recessed.

## Other Security Measures

- 2.7 **Stallrisers** can be used to reduce the area of glazing. Constructing the stallriser of brick or concrete behind timber panels can provide protection against “ram raiders”. In addition, **recessed entrances** prevent cars being driven against doors. Where ram raiding is a particular problem, bollards or planters outside the shop can be used to provide an obstruction. However, these must not cause a hazard to anyone who is partially sighted, or add to the clutter in the street scene, and they may be more acceptable if erected on a private forecourt rather than on the highway. Before erecting such structures, you should contact the Planning Department to check whether planning permission is required and West Sussex County Council Highways Department to see if these are to be located on an adopted highway.
- 2.8 The siting of **alarms** must be given careful consideration. An alarm should not obscure, unbalance or damage any architectural features, and on Listed Buildings it should be painted to match the colour of the building. However, it can be difficult to reconcile the need for the alarm to be conspicuous with the need for it also to respect the character of the shopfront and the building. A warning notice on a shop door/window stating that the premises are alarmed would act as a suitable deterrent. Much will depend on individual circumstances and advice should be sought from the Planning Department.

## 3. Further Information

- 3.1 Those with an interest in shopfront security are encouraged to contact the Planning Department at an early stage to find out what permissions, if any, are required.

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