

Nuneaton and Bedworth Borough Council's

Residential Design Guide

2004

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INTRODUCTION

Welcome to the Residential Design Guide

- I.0 This Supplementary Planning Guidance (SPG) was adopted by the Nuneaton and Bedworth Borough Council on 5th March 2004 following public consultation. The Guidance complements Policy E32 of the Nuneaton and Bedworth Borough Local Plan 1993 and Policies ENV13 and H12 of the Nuneaton and Bedworth Borough Local Plan Second Deposit 2002. There are several other policies in these Local Plans which are relevant to the Guide. The Government acknowledges the valuable role that SPG can play in detailing and applying the policies in the Local Plan.
- I.1 The purpose of this Guide is to provide basic principles of good design appropriate to Nuneaton and Bedworth. It aims to encourage the development of more sustainable communities in a safe, pleasant and more manageable environment. It is not a manual of standards to be applied blindly and inflexibly, nor is it a substitute for using skilled designers. Even so, the Guide is a material consideration in the determination of planning applications. Development proposals will be expected to observe and respect the guidance unless circumstances can be shown to justify departing from it.
- I.2 The Guide is targeted at residential development; including large housing sites, infill dwellings, extensions and alterations. However, its principles could also be applied to other types of development in the Borough, such as commercial and institutional buildings. It will enable developers and the local community to be aware of the Council's expectation at an early stage and will provide greater certainty in the way decisions on individual sites are made. Applicants are advised to submit a **Design Statement** to explain the design philosophy of their proposal as stated in Annex A of PPG1:
- I.3 "Applicants for planning permission should, as a minimum, provide a short written statement setting out the design principles adopted as well as illustrative material in plan and elevation. This material should show the wider context and not just the development site and its immediately adjacent buildings. Inclusion of relevant perspective views can also be of value. Such material will be particularly important in relation to complex or large-scale development proposals, and those involving sensitive sites. For straightforward or small-scale proposals, this level of detail is unlikely to be necessary. Instead, illustrative material might simply comprise photographs of the development site and its surroundings, drawings of the proposed design itself and, where appropriate; plans of the proposed layout in relation to neighbouring development and uses."
- I.4 The Residential Design Guide will be reviewed from time to time. Comments from users are always welcome, and will be sought in the course of any review. Meanwhile, I commend it to residents, developers, Councillors and Planning Officers alike. If together we apply it in the right spirit we will create better places to live.

Cabinet Member for Planning and Development,
Julie Jackson

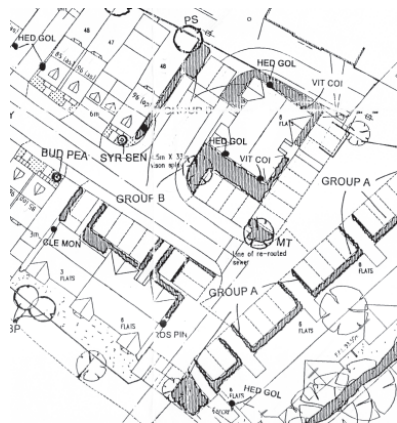
2.0 **Good Urban Design**

- 2.1 Planning Policy Guidance (PPG) Note 1 “General Policy and Principles” shows the importance the Government now attaches to the quality of design. “Good design”, it says, “should be the aim of all those involved in the development process and should be encouraged everywhere”.
- 2.2 PPG 3 (Housing) promotes the creation of more sustainable residential development and puts urban design principles at the heart of attempts to make better, more “liveable” places. It urges local planning authorities and developers to “think imaginatively about designs and layouts which make more efficient use of land without compromising the quality of the environment”.
- 2.3 “Better Places to Live”, a companion guide to PPG 3, summarises the objectives of urban design in more detail. They are to create places which:
- Have their own identity
 - Clearly distinguish between public and private spaces
 - Have attractive and successful outdoor areas
 - Accessible; one easy to get to and move through
 - Have a clear image and are easy to understand
 - Are adaptable, so they can change easily
 - Are diverse, offering variety and choice
- 2.4 These objectives should be borne in mind by developers, architects and development control officers, and should be clearly expressed in proposals put forward for planning permission. The Council does not intend to dictate how these objectives should be achieved in individual cases, in order to give the applicant the opportunity to display flair, imagination and innovation in addition to planning permission development may also require building regulations approval and for other related consents e.g. Party Wall Act, prior to development commencing. Separate guidance on this is available from the Council or can be viewed on the Council’s website.
- 2.5 There are several other publications relating to design matters that can supplement this Guide, for example:
- DETR Design Bulletin 32 – Places, Streets and Movement
 - DLTR and CABE – By Design, Better Places to Live
 - CABE/English Heritage - Building in Context – This guidance covers the special considerations that need to be given to development involving listed buildings and conservation areas
 - The English Partnerships/The Housing Corporation publication - Urban Design Compendium
 - Transport and Roads for Developments – The Warwickshire Guide 2001 adopted by Warwickshire County Council. Chapter 5 of the Warwickshire Guide gives detailed specifications for the design of road layout. The guide emphasises the need for higher quality residential layouts and provides scope for flexibility in the way all developments are designed
- 2.6 The Council would also stress the importance of ‘accessible design’. Regard should be had, where appropriate, to the Council’s Design Guide ‘Designing for Accessibility in Warwickshire’. For larger developments a design standards statement should include how these standards will be met.

3.0 Layout of New Housing Development

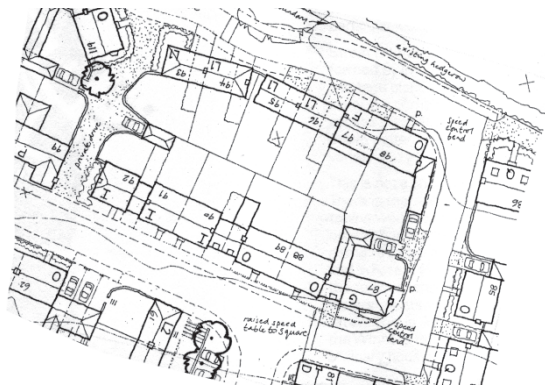
3.1 Residential development, including small infilling and individual dwellings, should be designed to appear as part of an extension to an existing settlement. Whilst it is generally good practice for large areas of new housing to have a coherent and identifiable character, this should not be at the expense of the traditional settlement pattern. Local distinctiveness is best achieved by respecting the form, scale, architecture and materials of the local built environment where appropriate. Unfortunately, new residential development has commonly been imposed in an area to reflect and re-enforce a national house-builder or architectural-practice “style” or to create a self-contained “estate”. This type of approach to urban design is harmful to local distinctiveness.

Poor Design



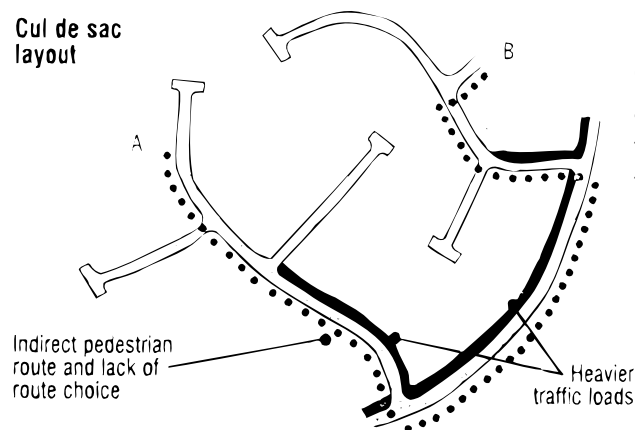
A cul de sac layout with no pedestrian links to the existing local area.

Good Design



3.2 The street (including roads, verges, footpaths and plots on either side) is usually the most appropriate starting point for design. Streets should reinforce or create a network of routes to provide permeability and choice of connection. In the interests of sustainability, routes need to give priority to the movement of pedestrians and cyclists including segregated footpaths which link to existing footpaths and provide good access to local services and public footpaths. Segregated footpaths linking areas within and from a development must be carefully designed to reflect the alignment of dwellings and thus benefit from natural surveillance. Footpaths should be straight with clear sight lines, well lit and have minimal low level landscaping

Cul de sac layout



Cul-de-sac layouts are disorientating for their users and lead to higher traffic levels along feeder roads.

The street should lead logically to a destination, such as another street, bus stop, local centre, open view or landscaping. Proposals for large housing sites should avoid the use of too many cul-de-sacs, which offer few direct routes from one place to another and result in a monotonous, disorientating environment.

3.3 To help secure adoption of public highways, reference should be made to the Warwickshire Guide 2001 (see Good Urban Design section). Horizontal methods for controlling speed of vehicles are discussed in Chapter 5.6 of the Warwickshire Guide 2001. They include carriageway narrowing, local width restriction (using buildings and other development),

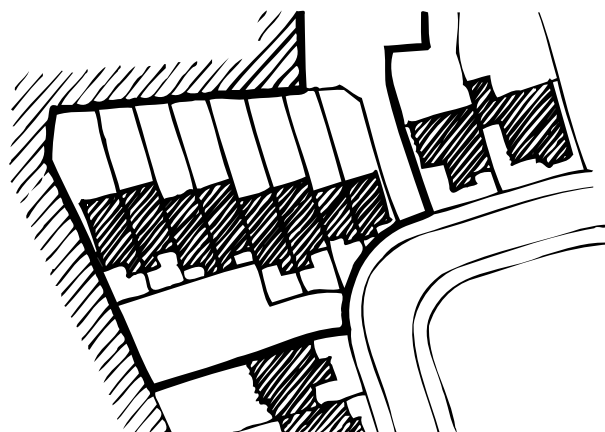
chicane, carriageway shift, strategic parking, acute bends, roundabouts and staggered cross road. A mix of methods may best serve the site layout. The Warwickshire Guide 2001 can be used positively and flexibly to offer a wide range of possible street designs and thus helps to create an interesting and distinctive layout.

3.4 The street must not take precedence over all other design considerations. Too often streets have been designed in isolation and of standard dimensions, to cater solely for the use of motor cars. Instead, the street must successfully integrate with other key components of the natural, built and historic environment to reinforce the character of the whole. Such components are:

- existing landscape features
- local designations; e.g. SSSI, Floodplain, Conservation Area, Green Belt, Listed Buildings, archaeology etc
- contours
- utility easements and electricity pylons
- buildings and plots
- hierarchy of housing density
- new planting
- open spaces and views
- focal points and landmarks
- neighbouring street patterns
- community facilities
- potential for development of adjoining land

3.5 Proposals for large housing sites must include a range of plot types. However, the variation of plot types should not be arbitrary, i.e. merely variation for its own sake. The shape, size and arrangement of plots in a series should vary to suit the situation and position within the street pattern. It should balance the considerations of character and density. Overall density will be between 30 and 50 dwellings per hectare, with perhaps even higher density where locations benefit from good transport links. Generally, higher densities are more appropriate towards the centre of a settlement or close to primary or secondary routes or public transport nodes. Lower densities maybe appropriate to respect the character of a conservation area or impact on a listed building.

3.6 The orientation of plot series should reinforce the line of the street. In other words, good design will require most dwellings to face the highway and open spaces, and avoid the use of blank elevations in the public domain. Where a site or a plot is in a prominent location such as a road junction or corner, a site-specific individual design will be required to act as a focal point. For example, a series of staggered “saw-tooth” plots or a sub-series running off a private drive is an unacceptable way of accommodating a bend in the road.



High, (1.8m) solid enclosures facing open spaces or public rights of way should be avoided. When adjoining or enclosing open spaces or public right of way, dwellings should be designed and orientated to minimise the need for walls and other solid forms of enclosure. Where boundary treatments are used, they should be designed to discourage crime. Natural surveillance of these areas can achieve this. Dwellings positioned behind the public highway in a “front-to-back” relationship (i.e., “backland development”) will not result in a well integrated settlement pattern. An exception can be made to this general principle if several dwellings are designed to work collectively as a small community.

- 3.7 New house designs, can complement the development of a settlement and reflect a particular period of time. However, contemporary designs must be appropriate to an area. Only a design of outstanding quality is acceptable where not in harmony with local character. Under these circumstances, the applicants’ Design Statement must address the contrast between the proposal and the local style and character. The intelligent use of modern architectural principles, modern materials, renewable resources and energy conservation will be given a positive response. Regard should be had to local plan policy H12. Dwellings designed to be friendly to visitors (Visitable Housing) and the mobility impaired (Adaptable Housing) will be encouraged (see Policy H9 of the Local Plan).

4.0 **Security**

- 4.1 The Council, in partnership with the Police, is committed to achieving new developments which encourage a high level of personal and community safety. Section 17 of the Crime and Disorder Act 1998 places an obligation on an authority to “do all that it reasonably can to prevent crime and disorder in its area.” This has a clear role within the decision making process. Circular 5/94 “Planning Out Crime” (and subsequent revisions of this guidance) along with initiatives such as the Police-led ‘Secured by Design’ awards, have raised the profile of defensible space principles. These principles should be designed-in at the outset and may include:

- Neighbourhoods where a community feel is established and where strangers can be identified by local residents
- Natural surveillance of vulnerable areas such as play areas, open spaces, car parking, public footpaths and front doors
- Clear and direct routes through an area for all forms of movement
- Secured, gated and overlooked rear and side boundaries to properties

- 4.2 However, security measures are not an excuse to create unattractive, alienating environments, with poor footpath links and oppressive enclosures. Security measures can reflect good, functional design that is attractive. Isolated, inward-looking estates, divorced-from and hostile-to surrounding residential communities should be resisted. Good design and security are not mutually exclusive principles. The Police’s Architectural Liaison Officers should be consulted at the design brief stage.

5.0 **Landscaping**

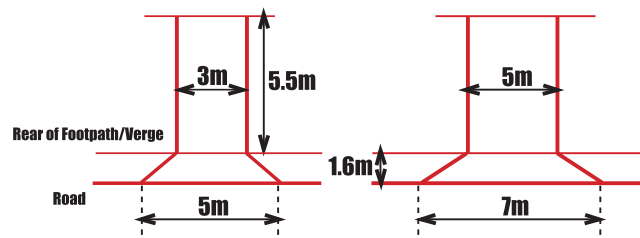
- 5.1 Proposals for hard and soft landscaping, open spaces and recreation (such as Equipped Play Facilities) must be co-ordinated with all other components of development, such as those discussed in paragraph 3.4. The cost and responsibility of future maintenance needs to be anticipated prior to the approval of a scheme. In other words, landscaping cannot be treated as an “after-thought”.

- 5.2 New development should seek to retain and enhance existing important landscape features such as trees, hedges, watercourses and water bodies. New planting should be located to allow for growth and not where it will eventually obstruct visibility splays. Schemes for flats must include adequate amenity land for bin storage and sitting out areas for residents.
- 5.3 An important role of landscaping is to soften the hard edge of well-designed built development. Landscaping cannot be used to screen otherwise unacceptable development, because trees and hedges are temporary and fragile.
- 5.4 The appropriate level and management of Public Open Space (POS) and Equipped Play Facilities (EPF) is explained by the **appendix** attached to this Guide. In design terms, the location of POS and EPF should be guided by these principles:
- Within easy walking distance of the majority of houses, eg within 200m for pre-schoolchild facilities and within 400m for older-child facilities
 - Maximise surveillance but, in the case of EPFs, not too close to residents likely to be disturbed by noise
 - Maximise accessibility by the community. This implies either a central location within the new development or near the boundary between the new and an existing community, should the latter have poor access to POS
 - Have safe and easy access that does not involve crossing major roads and railways
 - Near mature landscape features and ecological corridors, so they can be successfully integrated into the new POS
 - Part of the overall urban design concept for a new development, such as to provide open views or a focal point

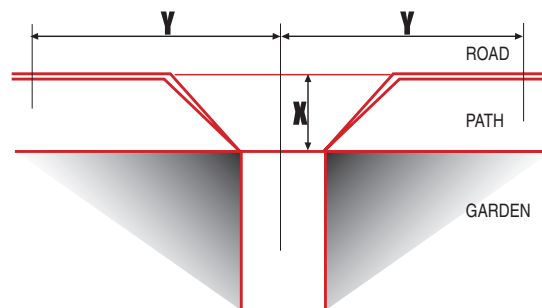
6.0 **Parking**

- 6.1 The number of parking spaces provided in new development should comply with the Council's adopted Supplementary Planning Guidance on Car Parking provision and where appropriate, the Council's Design Guide 'Designing for Accessibility in Warwickshire'. The standards require a maximum provision of 1 parking space for 1 and 2 bed small dwellings and 2 spaces per 2 and 3 bed larger dwellings. Within a town centre, all dwellings are subject to a maximum of 1 space. On average, development with more than 1.5 off-street car parking spaces will be unlikely to secure a sustainable residential environment.
- 6.2 Parked cars and garages should not visually dominate the design of an individual property or a streetscene. There should not be unbroken lines of parking on frontages, or garages projecting forward of the front elevation of a house in a street with a well defined built form. Similarly, garages projecting forward of the front elevation may appear incongruous in a street with well-defined front elevations. Instead, parking within a plot should be located beside or behind the dwelling. Communal parking areas should be located behind the front elevations and clearly observable from dwellings. They should be provided in a group of no more than about 12 spaces and located no more than 30 metres from the dwellings they are intended to serve. In some cases, on-street parking may be appropriate when they appear as integral parts of the street, for example, in the form of a "public square".
- 6.3 Optimum dimensions for private parking, drives and accesses are contained within paragraphs 5.2 and 5.16 of the Warwickshire Guide 2001. Some examples from the 2001 guide are:

- each parking space 2.4m x 5m in communal parking areas, increasing to 3m wide where an end space is bounded by a boundary wall
- the fronts of garages, car ports or gates on driveways located 5.5m from the back of the highway (or verges or edge of carriageway where there is no footway)
- drives 3m wide or 3.5m wide if bounded on both sides by walls, fences or hedges, or 5m wide if shared



- drives and accesses to meet highways at right angles and avoid locating near major or distributor roads, traffic calming features or within radius turnouts to road junctions. Where this is unavoidable, turning spaces can be provided within the plot
- vehicular visibility splays ('x' and 'y' distances) of 2.4m x 70m in a 30mph zone, reduced to 33m in a 20mph zone



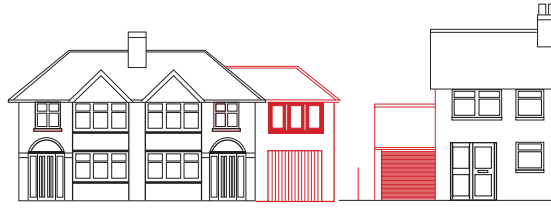
6.4 Proposed flats should make specific provision for secure, sheltered and accessible cycle, wheelchair and scooter storage .

7.0 **Materials and openings**

- 7.1 Applicants must submit plans clearly illustrating the types of materials, finishes and detailing to be used. Individual buildings should use a limited number of materials and should be built to one style; the use of too many can be harmful to its appearance and integrity; e.g. brick, rendering, stone or timber cladding, glass fibre. Contrasting detail brick should be used with restraint.
- 7.2 Alternatively, bland, uniform, “stripped-down” elevations, devoid of all structural features, can also be insensitive and affect local character. Designers need to steer a course between these two extremes and look firstly at what design elements can be achieved within a limited range of details. In general, the materials appropriate to Nuneaton and Bedworth are local red or orange brick and plain clay tile or slate.
- 7.3 Windows on an elevation should be consistent in terms of size, shape and materials. To maintain balance they should usually have the same lintel and/or sill height as others on the same floor and line up vertically with those on floors above or below. Windows above ground floor should not be taller than those below. The use of shorter windows on upper floors can enhance the sense of vertical perspective to good effect. Similarly, dormer windows should be smaller in height and width than the window opening below and, as far as possible, align vertically with them.

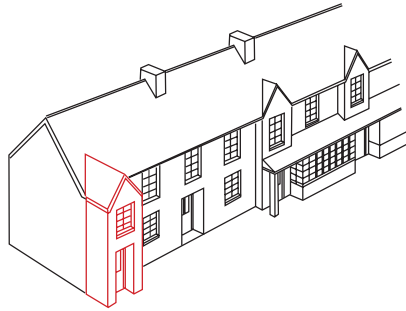
8.0 Extensions and Alterations to Existing Houses

8.1 Extensions and alterations should respect the form and size of the original building.



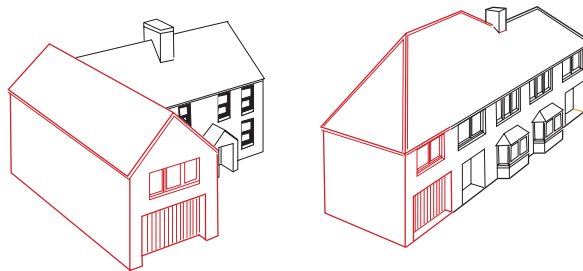
Extensions which are in keeping with the design and scale of the existing house and the group in which it is sited.

It should be in harmony with the design, character and layout of the property and surrounding area.



Extensions and alterations should **not**:

- Dominate the existing house by projecting above the ridge line



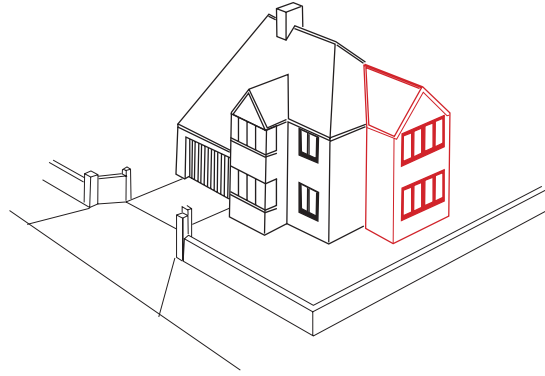
Over-dominant extensions

- Appear intrusive, prominent or incongruous in the street scene or from public areas



An intrusion in the street scene

- Result in large blank elevations visible in the street scene

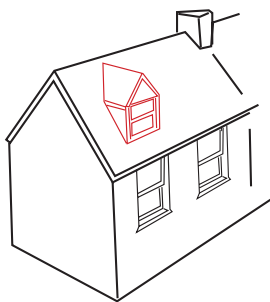


Extension designed with a double frontage effect

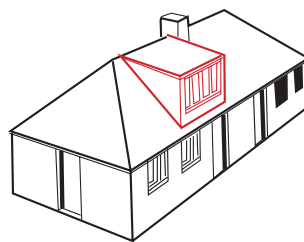
- Introduce a roof or dormer window that fails to match or reflect the original property in design, angle of pitch and materials. A possible exception to this is the transformation of a bungalow into a two-storey house in an area characterised by similar houses.



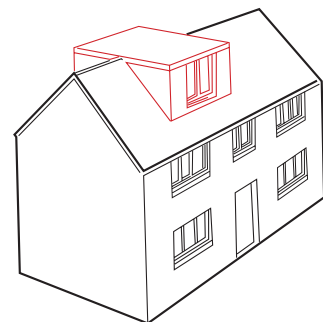
Extensions unsympathetic to the original roof form of the house



Good dormer design



Unsatisfactory dormer designs not fitting into roof form



- 8.2 External finishes used on extensions should match originals. Where it is unlikely a good match of materials can be achieved, consideration should be given to setting back the extension behind the front elevation (e.g. a minimum 0.5m back). Felt, plastic or asbestos sheeting should not be used on pitched roofs.



Existing character spoilt by unsympathetic windows in extension

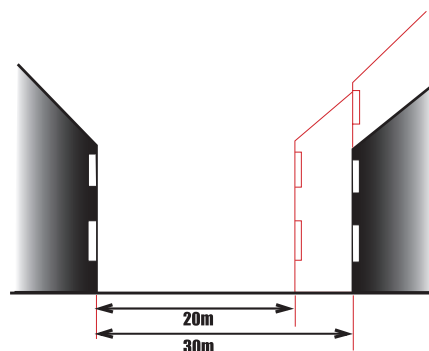


Character retained by using windows in keeping with those in the original house

- 8.3 Radio masts and satellite dishes should be sited so as to minimise their effect on the external appearance of the building to which they are fixed.
- 8.4 New extensions and alterations should avoid the removal of well established trees.
- 8.5 New extensions should not reduce the car parking provision of the existing house to the extent where significant on street parking may result.

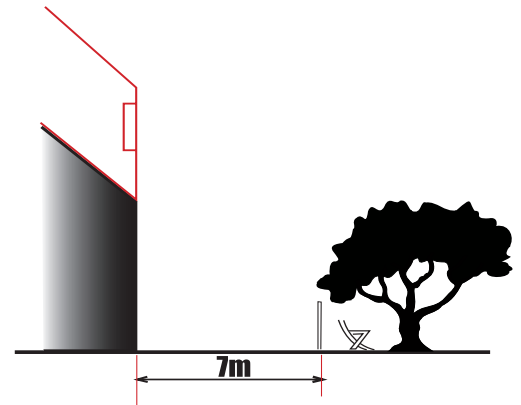
9.0 Privacy, Aspect and Light.

- 9.1 The way buildings relate to each other – their orientation and separation distance – must provide and protect acceptable levels of amenity for both existing and future residents. The following standards of amenity can be used flexibly, depending on house layout and on site circumstances such as orientation, window, ceiling and roof height, levels, garden size and shape. The standards are appropriate to both extensions and new residential development. With regard to the latter, care should be taken to provide scope for later extensions and alterations that will not erode these standards.
- 9.2 Front, rear and side facing windows to habitable rooms will be protected from significant overlooking and overshadowing where such windows are the primary source of light and are the original openings in the house. Habitable rooms are rooms where occupants spend significant amounts of time, such as the lounge, kitchen, study, dining room and bedroom. It does not include bathroom, WC, utility rooms, hall, landing or garages. Where a room has (or originally had) two windows or more, the primary source of light will usually be the window(s) (if of reasonable size) that overlooks amenity areas.
- 9.3 In the interests of protecting privacy, a minimum 20 metres separation distance is required between the existing ground and first floor habitable room windows and proposed ground and first floor habitable room windows. Where a three storey development is proposed a distance of 30 metres will normally be required where such an elevation containing windows faces another elevation with windows. This is in the interests of preventing an oppressive sense of enclosure.

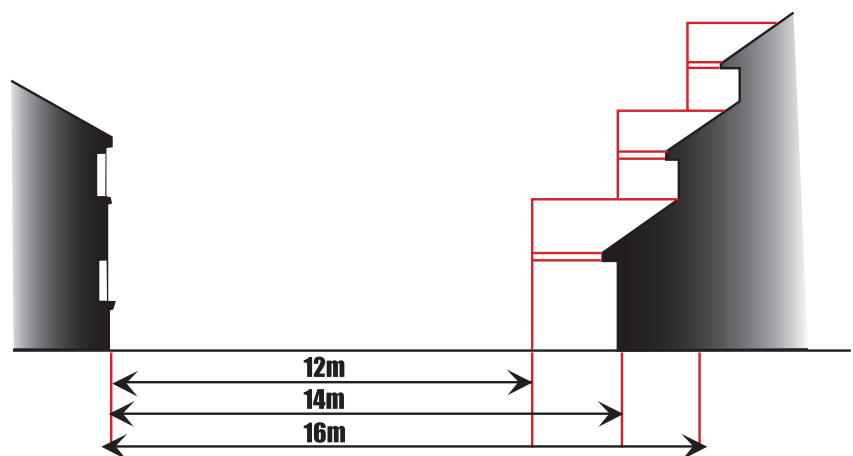


The distances above may be reduced if they are across public viewed areas e.g. across a front garden, open space or public highway. It is acceptable for windows to non-habitable rooms closer than these distances to be obscure glazed and, if privacy is at particular risk, also be non-opening or with a high level opening. The use of obscure glazing in habitable rooms to achieve lower distances is not acceptable unless they are secondary windows.

- 9.4 Habitable room windows above ground floor which overlook neighbouring private amenity space shall be at least 7 metres from the boundary. Likewise, private amenity space should be of usable size, shape, screened from public areas and neighbouring properties.

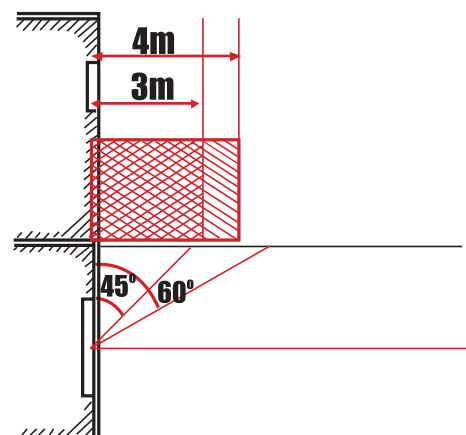


- 9.5 In the interests of protecting aspect and light, the blank wall of an extension directly facing the window of a habitable room of the same height shall be a minimum 12 metres apart.



The minimum distance increases to 14 metres where the extension is a storey higher and 16 metres where the difference is two storeys. These distances may be relaxed if the window is not significantly enclosed by the extension.

- 9.6 An extension shall not infringe a line drawn at 60 degrees from the centre point of the window of an adjacent habitable room of the same floor level. This is usually relevant to a proposed ground floor rear extension. A proposed extension a storey higher than the window of an adjacent habitable room shall not infringe a 45 degree line. In any event, near the boundary of an adjoining usable rear private amenity space a proposed single storey extension shall be less than 4 metres long. In the same circumstances, a two-storey extension or higher shall be less than 3 metres long. Shaving-off the corner of an extension or stepping-in so as to follow the required angle (either 60 or 45 degrees) is not normally acceptable because such measures do not usually significantly reduce the impact of the extension on adjoining habitable rooms or gardens.



APPENDIX A to the RESIDENTIAL DESIGN GUIDE

RECREATION, PLAY AND OPEN SPACE STANDARDS

Amount of land required

In accordance with the advice contained within PPG 17: Planning for Open Space, Sport and Recreation (2002), the Council has adopted a standard based on the National Playing Fields Association (NPFA) minimum requirements of 2.4-2.6 hectares per 1,000 population, which takes account of local circumstances.

The number of new dwellings requiring the full NPFA requirement will be calculated as follows:

$$\frac{1,000 \text{ (population)}}{2.6 \text{ (average household size of Borough)}} = 385 \text{ dwellings}$$

For simplicity the Council has rounded the figure up to 400. Where a planning application is in outline a theoretical density of 35 dwellings per hectare will be used.

Developers of less than 200 dwellings will not be expected to make on site provision but instead will be asked to make a financial contribution. The Council recognises that on smaller developments the area provided would be impractical to create a play area. A minimum threshold of 200 houses has been chosen, as this size of development is sufficient to provide an equipped children’s play area. This is in line with the policy of providing fewer but larger and more central facilities. It does not however mean that developments of less than 200 dwellings will not meet the recreational needs of the new occupants, merely that the contribution will be made in another way. The money will be added to that collected from other developments in the area and used either to upgrade existing provision or, when funds are sufficient, to purchase land and lay out a new play area, in the vicinity. Contributions sought will relate to a clearly identified need, which results from new development.

Developers of between 200-400 dwellings will be expected to provide on site an equipped children’s play area with associated informal buffer, and asked to make a financial contribution for the number of dwellings above 200. This will be calculated and used in the same way as for less than 200 dwellings (above).

Developers of more than 400 dwellings will be expected to provide on site the full NPFA standard (facilities for children, youths and adults). A financial contribution will be requested for the number of dwellings over 400. This will be calculated and used in the same way as for less than 200 dwellings (above). Recreation, play and open space facilities should be designed to be fully accessible to all and have regard to the Council’s design guide ‘Designing for Accessibility in Warwickshire’. A development brief will usually be prepared for large sites, setting out the requirement for any additional on site provision. If no such brief exists the matter will be subject to negotiations between the Council and the developer.

Dedication and maintenance of land

Most developers will want to dedicate open areas to the Council, rather than maintain liability once they have moved on. If so, the Council will require payment to cover the estimated cost of maintenance, normally for 20 years. This is usually covered by a Section 106 Agreement.

The Agreement shall where applicable: -

- (i) ensure that play areas are fenced and appropriately signposted once development has begun and will give the Council the ability to carry out the work and charge for it in default;
- (ii) require that the open space and play areas are provided before an agreed number of dwellings are occupied to ensure that the facilities are available for use without delay. Provision will be on a sliding scale to be agreed with the Council. Only in exceptional circumstances will the Council be prepared to agree to the open space and play area being provided after more than 40% of the dwellings are occupied.
- (iii) provide for the conveyance of the open space and play area to the Council as soon as possible following completion of the works. The developer shall be responsible in every way for the whole site until conveyance and for the cost of conveyance.
- (iv) detail the financial contribution from the developer towards the cost of maintaining and/or providing the play area and open space. The Council will estimate the current cost of maintaining the facility for 20 years. The developer will normally make payment prior to the commencement of development or on larger developments at phased intervals to be agreed with the Council; and
- (v) require the Council to establish a central fund into which the contributions will be paid. The contributions shall be calculated according to the section headed "Amount of Land Required". All money shall be paid before the last house is occupied.

আপনি চাইলে এই প্রচার পত্রটি আপনার পছন্দমতন ভাষায় আমরা অনুবাদ করতে পারবো। কোন ভাষায় আপনি চান সেটি দয়া করে (024) 7637 6335 নম্বরে ফোন করে জানান।

ਜੇ ਤਮਨੇ ७੩੨ ਪਤੇ ਤੋ, ਅਮੇ ਆ ਪਤਿਕਾਨੂੰ ਤਮਾਰੀ ਪਸੰਦ ਕਰੇਲੀ ਆਖਾਮਾਂ, ਆਖਾਂਤਰ ਕਰੀ ਸ਼ਕੀਐ ਈਐ. ਤਮਾਰੇ ਕਠ ਆਖਾਮਾਂ ਜੇਠਐ ਈ ਤੇ ਅਮਨੇ ਮਠੇਰਆਨੀ ਕਰੀਨੇ (024) 7637 6335 ਪਰ ਫ਼ੋਨ ਕਰੀ ७੩੭੭੭੭੭੭.

यदि आपको आवश्यकता हो तो हम आपके लिये यह पर्चा आपकी मनचाही भाषा में अनुवाद कर सकते हैं। आप हमें टेलिफ़ोन नंबर (024) 7637 6335 पर बता दीजिये कि आपको यह पर्चा किस भाषा में चाहिये।

ਜੇ ਤੁਹਾਨੂੰ ਲੋੜ ਹੋਵੇ ਤਾਂ ਅਸੀਂ ਇਹ ਪਰਚਾ ਤੁਹਾਡੀ ਮਨਪਸੰਦ ਬੋਲੀ ਵਿਚ ਅਨੁਵਾਦ ਕਰ ਸਕਦੇ ਹਾਂ। ਜਿਸ ਬੋਲੀ ਵਿਚ ਤੁਹਾਨੂੰ ਇਹ ਪਰਚਾ ਚਾਹੀਦਾ ਹੋਵੇ, ਉਸ ਬਾਰੇ ਸਾਨੂੰ (024) 7637 6335 ਉੱਤੇ ਫ਼ੋਨ ਕਰਕੇ ਦੱਸ ਦਿਓ।

اگر آپ کو ضرورت ہو تو ہم اس لیفلٹ کا ترجمہ اُس زبان میں کر سکتے ہیں جسے آپ ترجیح دیں۔ براہ مہربانی ہمیں پر فون کریں اور بتائیں کہ آپ کو کس زبان میں ترجمہ چاہیے۔ (024) 7637 6335

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