

Residential Planning Guidelines



CONTENTS

Introduction	1
Urban Design	2
Density and Mix.....	3
Mobility/General Accessible Housing and Wheelchair Housing	5
Car Parking	7
Safety and Security	8
Overlooking and Privacy	9
Daylighting and Outlook.....	11
Energy Efficiency and Sunlighting.....	13
Noise	15
Highways.....	17
Landscape.....	21
Play Areas and Public Open Space	23
Private Gardens and Amenity Space	24
Front Garden Space.....	26
Refuse Storage and Meters	27
List of Contacts	29
Interpretation Service	32

INTRODUCTION

The Council's Unitary Development Plan (UDP) is the statutory planning framework for the future of the whole Borough.

To help you when you apply for planning permission, and give the background to both the UDP and other Council policies, the Planning Service has produced a number of Supplementary Planning Guidance notes (SPGs).

Although not a formal part of the UDP, the guidance note is a material consideration, when the Council is dealing with planning applications.

This Guidance note:

- Identifies the relevant UDP policy; (for a full statement of the policy, the UDP itself should be consulted)
- Gives planning Guidance on design and standards;
- Provides general Advice as well as some information on non-town planning matters such as Building Regulations and Highways, which may need separate approvals from the Council which could have a bearing upon your proposal.

This guidance does not prescribe inflexible standards or standard solutions, but instead describes the design principles and performance criteria to be aimed for.

The word 'normally' is implied in much of what follows, but has been omitted to keep the text short.

Most of the design principles will be well known to architects and other qualified designers, who can therefore use the document as a checklist.

This guidance has also been prepared as a practical tool to help those who submit planning applications without professional help.

To help you in reading the document:

- references to the statutory UDP are given first;
- the 'planning' design Guidance is in normal type, and
- the 'more general' Advice is in italic type.

This guidance is updated more frequently than the plan itself, and you are encouraged to discuss your proposals with planning staff before you make a formal planning application.

Please remember that this is guidance only, and your application will always be considered on its merits.

URBAN DESIGN

PPG 1 sets out the general approach to design issues, highlighting the importance of siting, layout, external appearance, relationship to surroundings, scale, massing and landscape.

UDP policy EQ32 sets limits to the height of new buildings.

Guidance

- The scale and character of new development should relate well to the existing townscape character in its height, bulk, massing, relationship to neighbouring properties and building lines.
- Development close to listed buildings should respect their inherent character and form.
- Infilling of well-designed regular terraces should re-create the original building form.
- For other terraces, the overall height and massing of the new development should be compatible with the adjacent roof and building lines, and bays or window proportions.
- Three storeys is to be the maximum height in the Borough, apart from some town centre and other special locations.
- Good modern architecture is encouraged rather than pastiche, particularly where the new development is unrelated to an existing townscape character.
- In order to respect local amenity, development should:
 - conform to standards of daylighting, overlooking, privacy, and overshadowing (see the relevant sections on pages 9-13)
 - be sited so as not to cause disturbance to trees and neighbouring properties (see section on landscape pages 21-22)

Advice

- *Existing features and building elements on the site, such as walls, railings, piers and carved stonework, could be retained or re-used in the new development, maintaining links with the past.*
- *An environmental survey could be used to identify the existing townscape character of the site, and its features, such as its relationship to the local street scene, vistas and views, structures and trees for retention and this could give a starting point for the design concept.*

- *Materials need to be selected for their long term robustness and durability; sand-faced bricks for example are seldom satisfactory where their surface can be abraded; large painted areas such as boarding similarly require constant maintenance.*
- *Good detailing, by for example hiding external pipework, using a variety of brickwork bonds, can improve a design.*
- *An interesting and lively character may be helped by, for example:*
 - *modelling and articulating the design;*
 - *making a feature out of entrances, or archways, or corners;*
 - *grouping dwellings to create individuality and a sense of place, distinguishing one part of the development from another;*
 - *concentrating pedestrian and vehicle routes at the fronts of property, and avoiding public entry into private rear spaces;*
 - *varying the materials used in a layout to create some local individuality.*
- *Lighting should not spill upwards, where it could disturb nearby premises, and create light pollution.*
- *Projected long-term changes in climate could be reflected in the design by allowing for more outdoor living, with its implications for greater garden privacy and greater pedestrian use of the street, and the need for both more shade and better rain protection.*

DENSITY AND MIX

Relevant policies in the UDP

UDP Policy H14 gives density criteria.

UDP Policy H13 gives criteria for the housing mix.

Guidance

Past developments have often lacked amenity space, privacy, parking spaces etc, and the UDP density range, which is likely to be lower than in many existing parts of the Borough, has been adopted to allow new development to provide a better environment.

- Residential density should be in the range of 175 - 250 habitable rooms per hectare (HRPH), except for schemes with predominantly family housing, which should be in the range 175 - 212 HRPH.

- Density may be varied in town centres with good public transport, Major Opportunity Zones, waterside locations and to reflect the street-scene and local design.
- On small sites, good design, neighbourliness and townscape will take priority over density.
- Non-family accommodation would be expected to be at the upper end of the density range.

Achieving a social diversity is felt to be of particular importance in order to help create balanced communities.

- Schemes of 20 or more dwellings should:
 - not have more than 10% as studio flats;
 - have a mix of non-family and family dwellings, the latter with gardens.
- Schemes of 40 or more dwellings, in addition to the above criteria, should have a wide variety of dwelling sizes and types, and have at least 30% as family houses with gardens, of which half should have 4 or more bedrooms.

The policy on mix may be varied in town centres, on waterside or noisy or contaminated land, and on other sites unsuitable for family housing; also for Housing Associations, Trusts, and special needs developments where it can be justified on local need.

Definitions

A Habitable Room is defined as one used for living or sleeping, including kitchens where they are 13m² or more.

Kitchens below this size, and bathrooms, stores and circulation areas are not counted as habitable rooms.

Larger rooms, over 20.5m² and capable of sub-division, are to be counted as 2 habitable rooms.

Density is measured by taking the gross size of the development site in hectares, (which may include half the width of one of the roads which adjoin the site, up to a maximum of 6m) and dividing it into the number of habitable rooms.

A family sized dwelling is defined as having 2 or more bedrooms.

MOBILITY/ACCESSIBLE GENERAL HOUSING AND WHEELCHAIR USER HOUSING

UDP policies H9 and H10, set out criteria for Mobility/Accessible General Housing (MAGH) and Wheelchair User Housing (WUH) provision.

Guidance

- The following should be built to MAGH standard:
 - New houses
 - Ground floor flats, and
 - Flats with lift access
- New housing schemes of:
 - 25 or more dwellings, and
 - those smaller schemes that are close to local shops and other services,

should have a proportion of dwellings designed to WUH standard which would allow detailed fitting out when required. The proportion to be provided will be negotiated as a part of each individual application.
- Scheme layouts should provide easy physical accessibility and good access for all in the community.

Advice

The criteria for accessible general housing are based on those drawn up by the Access Committee for England in "Building Homes for Successive Generations" (1992). Where mobility/accessible general housing is to be provided, the Council would seek the following features to be incorporated:

- *level or gently sloped (1:15 max.) approaches to entrances*
- *lifts to be accessible to wheelchair users*
- *entrances to have flush thresholds, clear opening of 800mm*
- *internal doors to have clear opening of 750mm*
- *halls and circulation spaces to be 900mm width, with space for wheelchairs to turn into rooms*
- *for 1 and 2 bedroom dwellings, the living room should be at entrance level, and ideally a WC placed at this level also*

- *for 3 bedroom dwellings and larger, there should be a living room and a WC at entrance level*
- *the entrance level WC to be large enough to allow access by a wheelchair user, and allow unaided front/diagonal/lateral transfer*
- *any staircase being designed to allow for future installation of a stairlift.*

The principal criteria for wheelchair user housing are based upon the DoE circular "Wheelchair Housing" (HDD Occasional Paper 2/75, DoE 1975). Where wheelchair user housing is to be provided, the Council would seek the following features to be incorporated:

- *level or slightly sloped (1:15max.) approaches to entrances*
- *entrances to have flush thresholds, clear door openings of 800mm, and clear circulation space width of 1200mm*
- *entrance level bedrooms and bathroom, or in a two storey house a downstairs WC and a staircase designed to allow for future installation of a platform or chairlift, or space for the subsequent installation of a through-floor lift*
- *lifts to be wide enough for wheelchairs to turn around within them*
- *bathroom and toilet large enough to permit lateral transfer from wheelchair to WC and bath*
- *kitchen layout designed for easy access by wheelchair users*
- *one parking space adjacent to the dwelling*
- *such units to be distributed through a development rather than grouped, and be in a range of dwelling sizes.*

(The Building Regulations impose requirements on how most non-domestic buildings should be designed to ensure access for disabled people).

Reference

- DOE Housing Development Directorate Paper 2/75
- Disabled Persons Act 1981
- DOE Circular 10/82
- Building Homes for Successive Generations, by the Access Committee for England 1992

See also SPG No.2 "Access for Disabled People".

CAR PARKING

UDP Policy T15 and Appendix T2 of the Transport Chapter, seek car parking in new developments to the Council's standards, which set out the levels of parking provision for different types of dwelling.

Guidance

- New residential developments need to provide for off-street parking within their site, as follows:

dwelling type and size	number of parking spaces per dwelling		
	within curtilage of dwelling	within the development generally	
Studio	1.0	plus	0.5
1 Bedroom	1.0	plus	0.5
2 Bedroom	1.0	plus	0.5
3 Bedroom	2.0		
4 Bedroom	2.0	plus	0.5
5 Bedroom	3.0		
Sheltered Housing	0.25	plus 0.5 per staff member, plus access and parking by ambulance to main entry	
Elders' homes	0.1		

- The size of parking spaces is to be as follows;

Standard bay	4.8m x 2.4m
Wheelchair user standard bay	4.8m x 3.3m
Wheelchair user shared double bay	4.8m x 5.8m (has 1m shared gap)
Standard garage	4.9m x 2.4m
Mobility standard garage	5.2m x 2.8m
Wheelchair user standard garage	5.2m x 3.3m
- Parking should be located where it will not harm the amenity or outlook from dwellings within or adjoining the site.
- Parking in rear garden areas should be avoided, because of noise, visual intrusion, loss of privacy and greenery, and security.

SAFETY AND SECURITY

UDP policy EQ31 promotes safety and security in the design of new development, to minimise crime and vandalism

Guidance

To lessen the likelihood of crime and vandalism in new developments:

- Security aspects should be considered as an integral part of the overall scheme design, rather than as an afterthought
- Public and private areas should be clearly distinguishable, and spaces should be seen to be either 'owned' and therefore private, or clearly 'public'
- Avoid:
 - house types with a limited outlook over streets
 - public areas surrounded by blank walls
 - secluded areas
 - anonymous public areas with no obvious function
 - communal parking in rear garden areas
 - quiet paths, and paths to the rear of dwellings
 - paths with sharp corners or bends, or subways
 - accessible windows within 1m of a public or communal area
 - flat block entrances being linked to other flat entrances
- Encourage:
 - public areas being overlooked by habitable rooms and kitchens to permit surveillance
 - public areas being well used and the focus for through routes, and which lead directly to front entrances
 - communal parking being overlooked, and within sight of the users' dwellings
 - private rear gardens backing onto one another for mutual protection
 - designated play areas being within sight of the child's home

- private spaces having defined boundaries, and being seen to be under the 'control' of their owners
- There should be at least 3m between the main windows of a dwelling and the adjoining highway/public space/communal space.

Advice

- *Windows should be able to be viewed from nearby buildings, subject to maintaining privacy standards*
- *public lighting should be adequate, with vulnerable areas given additional lighting; bollard lighting alone is not sufficient to allow recognition. All possible points of entry to dwellings should be lit*
- *planting should be sufficiently open to allow clear views and avoid creating hiding places, and trees should be sited in conjunction with the lighting plan to avoid casting shadows*
- *shrubs should be kept back from the edges of paths, ideally behind railings*
- *'hostile' planting such as roses/firethorn etc could strengthen boundaries against intruders*
- *involving the new residents in the design of a communal area can encourage them to take a personal interest in its future well-being*
- *developers are encouraged to seek the 'Secured by Design Award' approval for their scheme design, directly from the police.*

See also SPG 13 "Planning for Community Safety".

OVERLOOKING AND PRIVACY

PPG 1 refers to the need to consider overlooking and privacy (40).

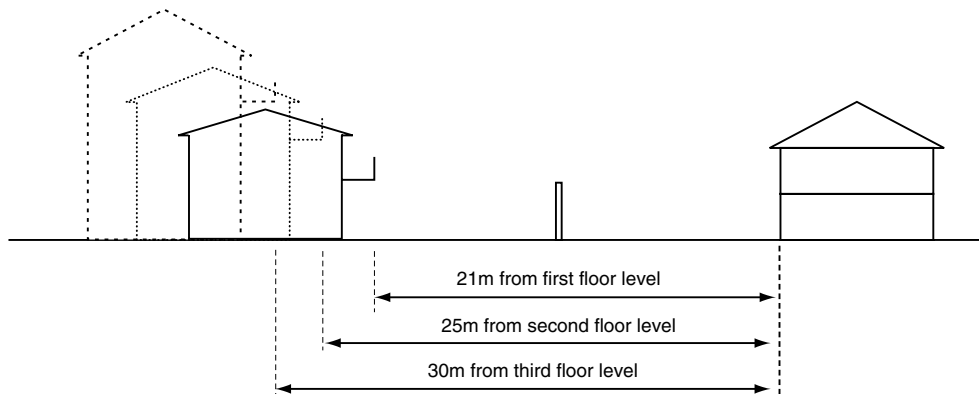
UDP policy HI6 looks for a good level of privacy, outlook and natural lighting in new developments.

Guidance

The following privacy and overlooking criteria should be applied both within a new development, and between the new development and its adjoining sites:

- Windows that overlook existing or proposed habitable rooms should be:

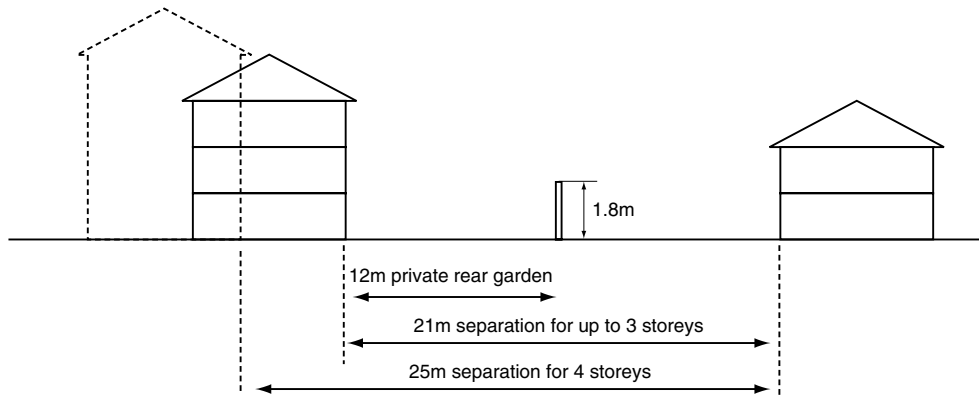
- at least 21m away if up to 3 storeys, 25m for 4 storeys, or
- be permanently fitted with diffusing glass & non-opening, or
- have a sill high enough to prevent views out, or
- have permanent screening incorporated into the overall design
- Balconies or roof terraces that overlook existing or proposed habitable rooms, or private garden areas, should be at least:
 - 21m away if at first floor level
 - 25m away if at second floor level
 - 30m away if at third floor level
- Balconies or roof terraces that overlook private rear garden areas should be permanently screened to prevent overlooking



**Separation between Habitable Rooms
and Balconies/Roof Terraces**

- A private garden or amenity space beside a dwelling should be at least 12m long, and be screened from view by having a 1.8m high solid screen wall or fence:
 - beside the 3m deep 'private' zone adjoining the dwelling
 - to shield against views from neighbouring properties
 - where the garden abuts public or communal areas.
- Angling the dwellings on plan can also provide some privacy.

Whilst trees and general planting can enhance privacy, their seasonal bareness and their impermanence means that they cannot be relied on to create or maintain privacy.



Separation between Habitable Rooms

Advice

See also: “Site Layout Planning for Daylight and Sunlight” (5.3), *The Building Research Establishment (1991)*.

For the definition of a habitable room, please see page 4.

DAYLIGHTING AND OUTLOOK

UDP policy H16 looks for a good level of natural daylighting in new development.

Guidance

The Building Research Establishment (see below) has set out criteria that ensure adequate daylight, both by respecting the daylighting ‘rights’ of neighbouring properties, and providing for good daylight in the new development itself.

- To protect the daylighting and outlook of neighbouring property, the new building should be:
 - below a 43° angle measured from the centre of the street, (Figure 1) and
 - below a 43° angle measured from the rear garden boundary (Figure 1) and
 - below a 43° angle from the side boundaries of the neighbouring rear gardens (A-A in Figure 2) and

- below a 25° angle measured from the window wall of the neighbouring buildings (Figure 1) and
 - set back 1m from the side boundary to respect existing end wall windows, and
 - set back behind a line drawn on plan from the centre of the nearest existing ground floor window in the adjoining property at an angle of 45° (or 60° for a single storey building), but subject to the 43° angle A-A as described above (Figure 2).
- To provide adequate daylighting and outlook within the proposed new building, it should have a clear view over other local buildings of 25° (Figure 3).
 - All angles are to be measured from a point 2m above ground level.

Figure 1

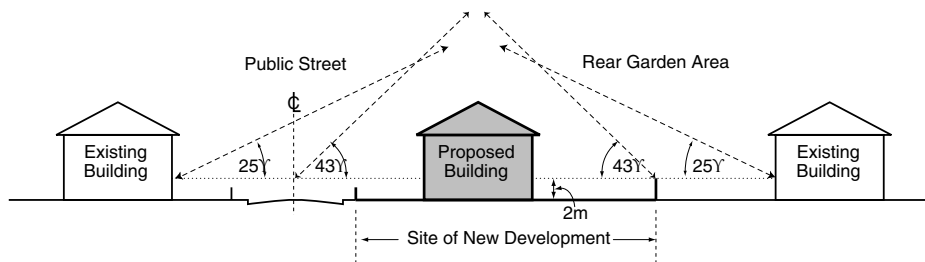
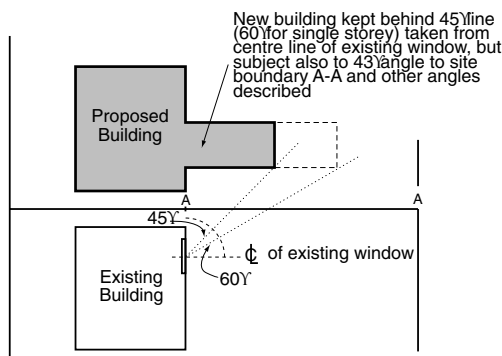
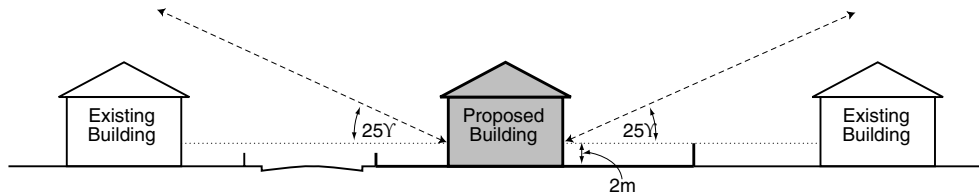


Figure 2



Safeguarding Daylight to Adjoining Sites

Figure 3



Providing Daylight for Proposed Development

References

See also: "Site Layout Planning for Daylight and Sunlight" (2.1/2/3) Building Research Establishment (1991).

ENERGY EFFICIENCY AND SUNLIGHTING

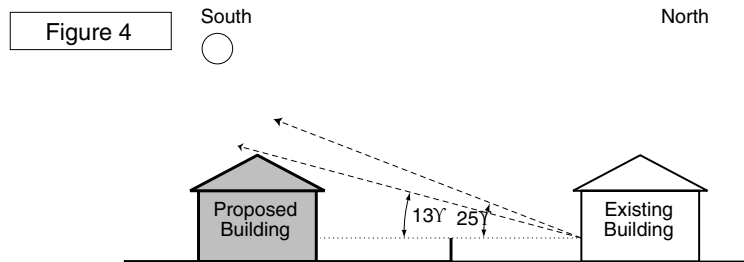
UDP policy H16 seeks good energy efficiency in terms of design, layout and orientation.

UDP policy EQ27 seeks energy efficiency by design and layout.

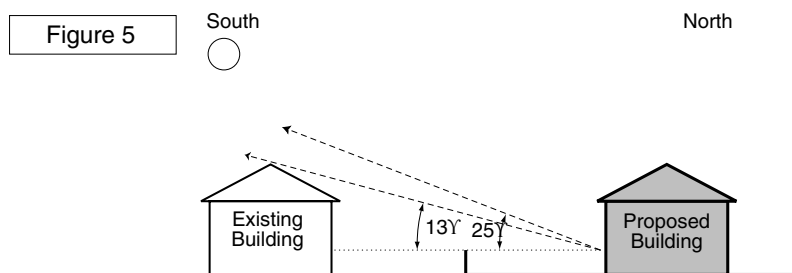
The Building Research Establishment (see below) has set out criteria to ensure both adequate sunlighting for the new development, and also to protect the sunlighting of neighbouring sites

- To protect sunlight standards to adjoining sites and buildings, the new development should (Figure 4):
 - be below a 25° angle from their existing window walls that face within 90° of south, and
 - allow sunlight to reach some 60% of neighbouring back gardens and play areas between March and September.
- To protect solar energy collection potential in adjoining sites and buildings, the new development should (Figure 4):
 - be below a 13° angle from any existing solar panels or cells which face within 30° of south.
- To provide amenity sunlighting to the new building, its main window walls should:
 - face within 90° of due south
 - have a clear view over obstructions and local buildings of 25° above the horizontal (Figure 5).

- To protect the new development's potential for generating solar energy, either passively through the glazing, or by utilising solar cells or panels, it should;
 - have a facade facing within 30° of south, and
 - have a clear view over local buildings of 13° (Figure 5).



Protecting Sunlighting, & Energy Generation to Adjoining Sites



Providing Sunlighting, & Energy Generation for The Proposed Development

Advice

- To maximise the potential for solar heating gain:
 - south-facing roof slopes could provide sites for future solar energy collectors
 - south-facing conservatories can utilise solar energy gains
- To lessen heat loss:
 - windows facing north could be smaller
 - exposure to wind could be reduced by orientation, utilising the landscape form, by the use of planting belts
 - entrances could be protected by porches or lobbies.

The Building Regulations set out requirements for thermal insulation in new buildings. See also the BRE report on Site Layout for Daylight and Sunlight (1991) (3.1/2/3 & 4).

NOISE

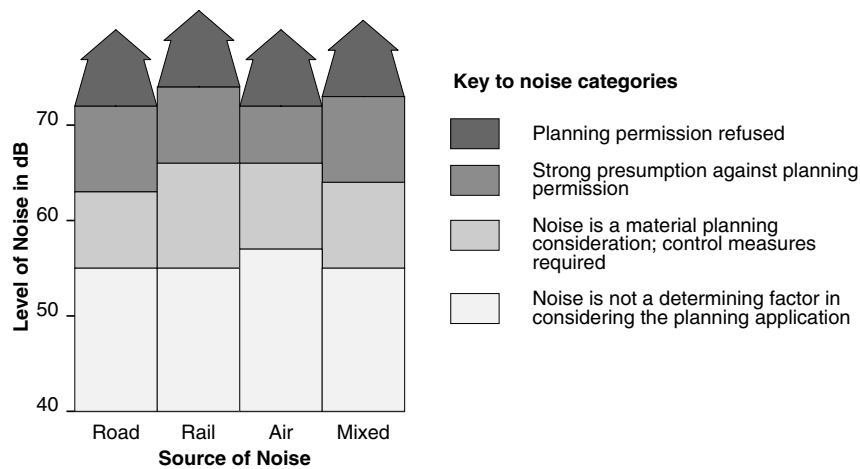
PPG 24 states that noise can have a significant effect on the environment and the quality of life. Noise is a material planning consideration, and Annexe 1 lists the four noise exposure categories and their respective impact on the granting of planning permission, (see the table below).

UDP policy EQ53 may require a developer to assess noise impact if a considerable increase may occur.

Policy EQ54 may require housing developers to demonstrate that a site is suitable in terms of noise levels, or if not that acoustic attenuation measures can be made.

Guidance

- The recommended limits for noise exposure in relation to housing are as follows (DOE PPG 24: Annexe 1)
- Unless these standards can be met, the land will not be acceptable for residential development
- Noise-sensitive developments such as housing should be separated from major noise sources
- When proposed developments are close to the upper limits of a category in the table above, the higher category should be taken
- Where regular noise levels exceed 82 dB in the night period, the development should be placed in category C, unless already in category D. Note that:
 - measurements are taken 10m or more from the buildings, and between 1.2m and 1.5m above ground
 - if noise levels from road or rail are specified at 1m from the building, the figure at 10m away will be 3 dB lower.



Advice

Some noise reduction can be achieved by;

- providing enough distance between the noise source and the dwelling, e.g. not within 15m of a rail track (DOE)
- separating noisy uses e.g. community centres, schools, open spaces, from dwellings
- placing children's play spaces beside 'family' dwellings
- siting dwellings for elders away from noise sources, although with some outlook to activity
- siting communal car parking away from private amenity space, or screened by a 1.8m high solid wall
- main windows being at least 3m away from pedestrian/vehicle flows
- orientating development at right angles to noise sources
- in internal layouts, placing bathrooms, kitchens, circulation areas between the noise source and the 'quiet' rooms
- keeping bedrooms away from noisy rooms in other dwellings
- using single aspect layouts in special cases
- placing garage blocks and other barrier buildings between the noise source and dwellings
- using earth mounds, willow walls and external sound barriers
- incorporating acoustically designed multiple glazing, although this can be compromised when windows are opened for ventilation
- it should be noted that planting does not have any significant noise-shielding properties

References

Control of Pollution Act 1974; part 3; construction site noise

Environmental Protection Act 1990; part 3 as amended by the Noise and Statutory Nuisance Act 1993 (PPG24 para 23)

The Building Regulations 1991 impose standards for sound insulation between dwellings

HIGHWAYS

PPG 1(51) states that the proposed means of access to a development is a material planning consideration.

DOE Design Bulletin 32 (1992) gives design guidance on new roads, footpaths, cyclists' needs, planting and parking.

UDP Policy EQ36(F) seeks highway works that are compatible with areas of townscape value.

UDP Policy S6 seeks attractive environments in new developments.

UDP Policies T33 and T34 promote networks of footpaths and cycleways through the Borough.

Guidance

Highways are not just for traffic; they are also the public spaces in our towns and new developments, where people can congregate and where community life can take place.

The principal design criteria for roads/footpaths and cycleways in residential development are as follows, and layouts should:

- Form an integral part of the whole development concept, and help to establish its residential character and identity, without being dominating and visually insensitive
- Provide for the safe movement of pedestrians, cyclists and vehicles, including the emergency services and deliveries
- Aim to keep traffic speeds to a maximum of 20 mph. through detailed design, and give priority to pedestrians, cyclists and residential amenity
- Deter disruptive through movement of vehicles
- Encourage safe routes for cycling to schools, shops, local employment and local trips
- Provide a route for use by public transport buses and coaches where required

- Encourage linkages to adjoining sites and future developments for footpaths, cycle routes and estate roads
- Position vehicle access points away from junctions and bends
- Provide suitable turning facilities for vehicles.

Layouts should not exceed the following maximum distances:

- 9m from a block of flats' refuse chamber to the refuse collection vehicle on an adopted road
- 25m from a dwelling's refuse bin to the refuse collection vehicle on an adopted road
- 45m from the front door of a dwelling to a fire appliance
- 200m the length of a cul-de-sac.

Optimum widths for verges/footways/cycleways/roads in residential development are as follows:

element	width (metres)	notes
verge	0.5*	on one side of cul-de-sac if no footway needed, and no
statutory services		present
verge	1.0	when needed for sightlines
footway	1.8	for local access
footway	2.4	when beside local distributor
footpath	3.0	when not beside a road
access road to garages	3.0	
shared surface	3.0**	up to 50 dwellings maximum, & where through traffic is not possible & no car parking is intended
emergency fire engine access	3.7	where no car parking is intended, e.g. linking cul-de-sacs
footway plus cycleway	3.75	
carriageway	4.1	cul-de-sac with up to 20 dwellings & no kerbside parking

element	width (metres)	notes
carriageway	4.8	cul-de-sac with up to 50 dwellings & no kerbside parking
carriageway	5.5	most 2-way estate roads, & cul-de-sacs where kerbside parking is likely, & for passing places on narrow roads

Notes * single footways may be appropriate if there is no development on that side, and the natural pedestrian route would lie elsewhere

** a shared surface is usually connected to a carriageway via a transitional zone, where the width differences are resolved

Advice

Layouts should aim to:

- *Be accessible to all, e.g. dropped kerbs at crossing points, and have ramps at 1:15 maximum gradient with handrails*
- *Provide for all the statutory and public utilities below the footways/verges and not under carriageways /shared surfaces*
- *Indicate that public access to private developments is not acceptable, & demarcate public & private areas*
- *Aid crime prevention (see Safety and Security, page 8)*
- *Utilise materials, planting and lighting that contribute to the overall design character, whilst considering the cost of future maintenance and repairs*
- *Provide footpaths that are firm, even, well drained, and non-slip.*

As the Council wishes to formally adopt highways constructed as part of a residential development:

- *The works should be undertaken in accordance with the Council's 'Engineering Specification' and 'Highways Adoption Policy'*
- *Design proposals for planning permission and future adoption under other legislation should ideally proceed in tandem.*

Requirements for adoption include:

- *All carriageways, footways and street lighting being an extension to an existing adopted network*
- *Individual access to each property being provided directly from the public highway*
- *Private drives ideally should serve each dwelling, but are not to be shared by more than 2 dwellings*
- *Privately used land being fenced off and kept separate from adopted highway lands*
- *Footpaths can be adopted where they form principal access ways and linking paths*
- *Adopted highways should not 'contain' areas of private land*
- *Only planting below a height of 0.6m is acceptable in visibility splays*
- *Only non-vigorous rooted plants are acceptable in verges containing underground services*
- *Trees and ground cover plants are preferred to grass in verges to lessen maintenance*
- *All dwellings need to be clearly and logically numbered, and the numbering made visible from the public highway.*

The following further information is available from the Engineering Division of the Environment Department:

- Footways Policy
- Engineering Specification
- Highways Adoption Policy (including Street Lighting)
- Cycleway Policy

LANDSCAPE

UDP Policy EQ18 encourages the keeping of existing trees; UDP Policy EQ19 encourages tree planting in new development; UDP Policy EQ24 seeks soft landscaping in new development; UDP Policy EQ29(D) encourages well designed landscape.

Guidance

- The aim should be the full integration of buildings, hard surfaces and planting as an overall design concept, which is the essence of landscape, rather than the later imposition of planting as an afterthought.
- For existing trees:
 - trees covered by Tree Preservation Orders should be retained;
 - new buildings and service trenches should be kept at least 2m outside the spread of the tree canopy and root systems;
 - roads and other paved areas should also not be within the canopy spread, unless permeability to the root system is arranged, and root compression avoided;
 - the whole root spread area should be protected by fencing during the construction works;
 - new buildings should relate well to the existing trees and utilise them as valuable parts of the overall layout.
- Where an existing wildlife habitat is likely to contain species which may be protected by Act of Parliament, its ecological value should be properly assessed, and English Nature should advise on the need for formal licences before site works are undertaken.
- For other wildlife habitats, where they contain wildlife of value, they should be generally protected and incorporated into the overall design as trees are.
- Where the site is large enough, the aim should be to plant two trees for each dwelling.
- Maintenance of planting is usually best when the responsibility of individual owners; small 'communal areas' of planting are seldom satisfactory.
- To comply with landscaping conditions on planning permissions, replacement of dead or vandalised planting within the contract maintenance period would be expected.

Advice

- *New tree planting:*
 - *advanced nursery stock should be used, to both create an early visual impact, and to resist vandalism;*
 - *trees grow, and should therefore be planted far enough away from buildings to avoid future problems with overshadowing and root spread;*
 - *trees which have very invasive roots, or dense canopies should be avoided near buildings;*
- *Paving and general planting:*
 - *pedestrian and vehicular routes could be differently paved, or otherwise demarcated;*
 - *differences of level and potential hazards could be highlighted and lit to aid disabled people;*
 - *ramping should not be steeper than 1:15, and have non-slip surfacing;*
 - *freestanding trees, seats, lights etc should be placed where they do not impede circulation;*
 - *to maximise the opportunities for wildlife, native species could be given priority.*
- *The retention of surplus rainwater on site by means of local entrapment measures could be considered in conjunction with the Environmental Protection Agency (previously the NRA).*

References

- BS 5837 and BRE Digest 298 offer advice on tree planting
- The Protection of Badgers Act 1992, for example, specifies site works which require prior licences from English Nature

PLAY AREAS AND PUBLIC OPEN SPACE (POS)

UDP Policy OS1 seeks a POS target of 1 hectare per 617 persons;

UDP Policy OS11 seeks new open space on sites of 100+ dwellings;

UDP Policy OS19 seeks new children’s playspace on developments of 25 or more family dwellings.

Guidance

- In new development, children’s play areas should be provided as follows:

24 dwellings or less	nil
25 or more family dwellings (a child’s bedspace is defined as any bedspace in addition to the main bedroom)	0.1h per 40 childrens bedspaces with a minimum size of 500m ²

- In new development open space should be provided as follows:

99 dwellings or less	nil
100 dwellings or more dwellings)	0.004h per dwelling (equivalent to 0.4h or 1 acre per 100

- Where existing children’s play areas or POS facilities exist within 200m and 400m of the development site respectively, commuted sums may be accepted by the Council instead of on- site provision.
- Larger housing developments may also need to provide sports and recreational facilities on site.

Advice

- *Children’s play areas can be provided on developments of less than 25 dwellings, and open space provided on sites of less than 100 dwellings, should the developer so wish*
- *Play areas and POS may be offered to the Council for formal adoption, subject to:*
 - *the layout and equipment being approved by the Council’s Environment Department, and*

- *the provision of a commuted sum by the developer towards the cost of aftercare and maintenance for the first 5 years;*
- *the sum will be based on 50% (POS) or 25% (Play) of providing and establishing the facility;*
- *subject to acceptance, after 5 years the facilities will be adopted by the Council, or managed by a Trust.*
- *Play Areas should contain both fixed and moving play equipment*
- *Play Areas and POS should be additional to amenity space and landscaping*
- *Play Areas may be included within the open space (OS) or POS area.*
- *OS or POS should be in a single site, able to accommodate a range of activities, and designed to ensure good public surveillance*
- *The Council's Leisure Services Department's Play Section, and the Environment Department can offer advice on detailed design*
- *The National Playing Fields Association recommends that the maximum distance between home and play space for children of up to 5 years should be no more than 200m.*

PRIVATE GARDENS AND AMENITY SPACE

UDP Policy H14 sets out a density range which aims to allow for the provision of adequate amenity space.

UDP Policy H15 seeks direct access to a private garden for all family dwellings, ie 2 bedrooms and above.

UDP Policy H16 seeks provision of private amenity space.

Guidance

- Private amenity space is desirable in all dwellings, and it needs to be clearly defined, safe and secure. Its quality will depend not only on its size, but also on its privacy, shape, level and relationship to the dwelling. The aim should be to provide;

- a 3m wide private and screened area between the dwelling and communal spaces
- an optimum private garden depth of 12m
- a robust enclosure 1.8m high beside public spaces.
- The following provision should be aimed for:

Dwelling sizes	Houses (private and fenced garden space)	Flats
1 bedroom	45m ² per dwelling	100m ² of communal garden for up to 4 dwellings and 15m ² for each additional dwelling
2 bedrooms	45m ² per dwelling	25m ² per dwelling in preference to communal areas
3 bedrooms	55m ² per dwelling	“
4 bedrooms	65m ² per dwelling	“
Sheltered housing and elders' accommodation		75m ² for up to 15 bed/living rooms
Larger homes and hostels		Sufficient space to allow for later conversion to flats if desired

Figures exclude parking, garaging, driveways and front gardens. Balconies can be included as amenity space, but only if they do not overlook neighbouring properties or private amenity space.

Advice

- *Communal gardens should be:*
 - *to the rear of dwellings*
 - *screened from public roads, parking areas, footpaths, ground floor windows and private gardens*
 - *accessible to all dwellings*
 - *separated by 3m deep private gardens from ground floor dwellings*
 - *able to be landscaped, lit and maintained*

FRONT GARDEN SPACE

UDP Policy EQ24 seeks an attractive setting for new buildings.

UDP Policy EQ29 covers safety, security and privacy around development.

Guidance

- To create a defensible space, there should be at least 3m between the main windows of a dwelling and the adjoining highway, public space or communal area.

Advice

- *To create an attractive street scene, prevent children and pets from running into the highway, define the private space from the public areas, and prevent litter from entering the gardens, a wall, fence or railing of 1m minimum height should be provided and suitably gated.*
- *Where parking is to be provided within a front garden area, in order to soften the impact on the street scene, it would be desirable to have:*
 - *a short length of boundary walling beside the parking bay, to maintain some continuity in the street line*
 - *substantial brick piers of some 1.2m high, on the edge of the property, to create a strong visual rhythm along the street, and counter the openness that results from the use of front garden parking*
 - *side boundary walls of at least 1m height, similarly*
 - *a planting strip alongside one or both of the side boundary walls, to provide greenery in the oblique views along the street*
 - *the car space kept away from any habitable room or kitchen window by a 1m wide planted area*
 - *a clear way past the parking area to the front door.*
- *Criteria for bin stores are given in the next section*

REFUSE STORAGE AND METERS

Advice

Refuse collection from dwellings is a municipal service that the Council provides. In some residential layouts, refuse can be stored out of sight at the rear or side of a property, and brought to the front for collection.

In higher density schemes however or where terraces are proposed, bringing refuse through the dwelling is not appropriate, and the bins may need to be stored in the front garden areas.

As the methods used, and the frequency of collection have varied over the years, it would be prudent for a development to be so designed that both present and possible future arrangements can be accommodated satisfactorily; the latter might involve recycling or composting for example.

- *Criteria for the provision of bin stores:*
 - *space for one (currently wheeled) bin per dwelling*
 - *sited to be unobtrusive and screened from view*
 - *sited within 23m of the adoptable carriageway, when measured along paths without steps, suitable for wheeling the bin*
 - *internal dimensions of 600mm wide, 750mm deep, 1200mm high (for current bin design)*
 - *integral to the design of the dwelling frontage or its front garden area*
 - *flush entrance.*
- *Criteria for the provision of a paladin container include:*
 - *sited within 9m of an adoptable carriageway, when measured along paths without steps, suitable for wheeling the heavy container*
 - *adequate door widths, hard surfaced paths, dropped kerbs.*
- *Criteria for provision of meter boxes:*
 - *accessible and controllable by the dwelling occupant*
 - *accessible to the meter reader, via a path or hard surfaced area at the front of the property, without having to enter the dwelling*

- *sited inconspicuously, incorporated into the overall design, and built into the structure rather than being an 'applied' box.*
- *See also section P on Front Garden Space*
- *Technical requirements should be sought from:*
 - *Director of Environment Department*
 - *The water, electricity and gas providers.*

CONTACTS

London Borough of Newham

Development Control, Environment Department
Town Hall Annexe, Barking Road
East Ham, London E6 2RP
Telephone: 020 8472 2000

Please contact the Development Control either in person or by telephone between 9am and 5pm. Please note that planning officers may not be available without a prior appointment.

Building Control, Environment Department
East Ham Town Hall,
High Street South
London E6
Telephone: 002 8430 2000 ex 23300/23325

For engineering, highways, drainage and refuse disposal matters contact:

Environment Department
25 Nelson Street
East Ham, London E6
Telephone: 020 8430 2000

Environmental Health
Environment Department
Alice Billings House, 2-12 West Ham Lane,
Stratford E15 4SF
Telephone: 020 8430 3790

For advice on design matters to prevent crime please contact:

Crime Prevention Officer Metropolitan Police

Plaistow Police Station
444 Barking Road
Plaistow, E13 8HJ
Telephone: 020 7275 5857 or 020 7275 5848

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