

# Development Management Supplementary Planning Document

June 2021



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# Section 1

Introduction and policy context

# 1.0 Introduction

- 1.1 This Development Management (DM) Supplementary Planning Document (SPD) sets out additional planning guidance which applies to a range of planning applications. Its purpose is to assist both applicants and decision makers when preparing and determining planning applications.

## Preparing the SPD

- 1.2 This DM SPD has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012. The document should be used alongside relevant Local Plan policies and constitutes an important material consideration in the decision-making process.

## Sustainability Assessment

- 1.3 SPDs generally do not require the preparation of a Sustainability Appraisal (SA), as they provide additional planning guidance building upon the policies of an adopted Local Plan which have already been subject to an SA. On this basis it has been concluded that an SA of the SPD is not necessary.

## Strategic Environmental Assessment

- 1.4 In exceptional circumstances SPDs may require a Strategic Environmental Assessment (SEA) if it is considered the SPD is likely to have a significant environmental effect that has not already been assessed during the preparation of relevant strategic policies.
- 1.5 In regard to this, it is not considered that this SPD would have a significant environmental effect. Moreover, policies associated with the SPD have previously been subject to SEA as part of the preparation of the Core Strategy and Development Plan (CSDP).

## Consultation

- 1.6 The Council undertook two rounds of consultation, a 4-week public consultation on the DM SPD Scoping Report during September and October 2020, which set out the proposed scope and coverage of the SPD as well as an 8 week public consultation on the DM SPD during December 2020 to February 2021. All representations received have been taken into consideration when preparing this SPD. Further details can be found in the DM SPD Consultation Statement which has been published alongside this document.

## Purpose of the SPD

- 1.7 Following the adoption of the Core Strategy and Development Plan (CSDP) in January 2020, most of the Council's existing SPDs were revoked, as they expanded upon the policy guidance contained within Unitary Development Plan (UDP) policies which had been deleted.
- 1.8 However, it was agreed that detailed guidance relating to Household Extensions and Alterations, Residential Design and Parking Standards remained important to guide planning applications. The Council therefore compiled relevant guidance contained within the former Householder Extensions and Alterations SPD, Residential Design Guidance SPD and the parking standards contained within the UDP Supplementary Planning Guidance into an Interim Development Management Policy Guidance Note.
- 1.9 In February 2020 the Council's Cabinet formally endorsed the Interim Development Management Guidance Note for use as a material planning consideration until a new Development Management SPD could be prepared to replace it. This DM SPD replaces the Interim Development Management Guidance Note.

## Structure of this SPD

1.10 This SPD has five sections:

- **Section 1** - Includes an introduction and overview of policy context.
- **Section 2** - Provides planning and design guidance for those who wish to extend or alter a dwellinghouse. It seeks to ensure that such development is of good design, is visually attractive, respects its surroundings as well as the local environment and does not unacceptably harm the living conditions of neighbouring properties.
- **Section 3** - Has been prepared to assist developers, their design professionals and agents, in preparing proposals for residential developments. It provides criteria against which planning applications for new residential development will be assessed, illustrating a preferred design approach, streamlining the planning process and ensuring the delivery of high quality, sustainable places within Sunderland.
- **Section 4** - Sets out new parking standards. The revised car and cycle parking guidance includes Residential Parking Standards and Non-Residential Parking Standards.
- **Section 5** - Includes guidance on advertisements including digital advertisements.



## 2.0 Policy Context

- 2.1 The purpose of an SPD is to expand policy or provide further detail and support of policies in the CSDP. It does not have Development Plan status but it can be accorded significant weight as a material planning consideration in the determination of planning applications.
- 2.2 The provisions of an SPD cannot therefore be regarded as prescriptive but it can provide a tool in the interpretation and application of policy.
- 2.3 The SPD links to a wide range of policies within the adopted CSDP, however the principal policies which the SPD builds upon are as follows:
- HS1: Quality of Life and Amenity;
  - BH1: Design Quality;
  - BH2: Sustainable Design and Construction;
  - BH4: Advertisements;
  - NE4: Greenspace;
  - NE11: Creating and protecting views;
  - ST1: Urban Core accessibility and movement;
  - ST2: Local road network;
  - ST3: Development and Transport; and
  - WWE3: Water Management.

# Section 2

Household extensions, alterations and development

## 3.0 Householder Extensions and Alterations

- 3.1 The purpose of this chapter is to provide planning and design guidance for those who wish to extend or alter a dwellinghouse. It seeks to ensure that such development is of good design, is visually attractive, respects its surroundings as well as the local environment and does not unacceptably harm the living conditions of neighbouring properties.
- 3.2 If you are considering an alteration or extension to your property, the following should firstly be taken into account:
- **Before you start** - Find out whether planning permission is required for your proposal. Many extensions and alterations to residential dwellings (but not flats or apartments) can be undertaken without needing planning permission by using 'permitted development' rights. The Council's Development Management team can provide further advice on permitted development rights via its pre-application enquiry service;
  - **Get advice if you need it** - If necessary, seek advice from a professional architect or plan-drawer. They can design your alteration/extension, draw plans and even submit a planning application on your behalf;
  - **Follow the design guidance** - Whilst every planning application is considered on its merits, proposals which take into account the guidance within this document are more likely to be successful and approved quickly;
  - **Consider your surroundings** - Ensure your proposal respects the context of its neighbourhood, including the architecture, layout and landscaping of your surroundings. Particular care will have to be taken if the property is located within a Conservation Area, is within the setting of a Listed Building or could affect valuable trees;
  - **Details and materials** - Ensure that your proposal respects the design details and materials used in the existing property. This will be particularly important if the property is a Listed building or is of heritage or design interest;
  - **Consider your neighbours** - Any proposals should respect the living conditions of neighbouring properties. Consideration should be given to issues such as whether a proposal will cause overshadowing/a loss of light, a loss of privacy and a loss of outlook. You should also consider whether your proposal will require access to your neighbour's property during building works or for future maintenance and this should be discussed with your neighbour at the earliest opportunity;
  - **Submit full information** - Support your application with clear, detailed and accurate drawings which show existing and proposed arrangements. It can also be useful to provide basic details of neighbouring properties on your plans. Full details of the information required with a household planning application can be found in the Council's Validation Checklist; and
  - **Other consents** - In some cases, you may also need to secure other consents or permissions before you start work. Alterations or extensions to a Listed Building will also require Listed Building Consent, whilst the demolition of buildings located within a Conservation Area can require specific planning permission. There may also be a private covenant on your property which mean certain alterations and extensions cannot be undertaken without firstly obtaining the consent of the covenant holder. Many internal and external building operations will also require Building Regulations approval, which can be obtained from the Council's Building Control team.

## When is planning permission required?

- 3.3 The Town and Country Planning (General Permitted Development) Order 2015 (as amended) affords a wide range of 'permitted development rights', which enable certain alterations, extensions, detached garden buildings and other forms of development to a dwellinghouse to be undertaken without firstly requiring planning permission from the Local Planning Authority.
- 3.4 Detailed information on development which can be undertaken using permitted development rights is available on the [Planning Portal website](#). In addition, the Government has also produced a '[Permitted Development Rights for Householders – Technical Guidance](#)' document, which provides some useful written and visual guidance on the scope of householder permitted development rights.
- 3.5 Even if you are confident that your proposed development can be undertaken using permitted development rights, you are strongly advised to allow the Council to check your proposals before you begin work. This is because permitted development rights can often require technical interpretation and the scope of permitted development rights are regularly changed by the Government. Additionally, there can also be instances where permitted development rights have been withdrawn from individual properties and wider neighbourhoods, meaning planning permission will be required for works which would ordinarily be permitted development. The scope of permitted development rights can also be more limited in Conservation Areas or where a property is a Listed building. Details of restrictions in respect to Conservation Areas are contained within the Council's suite of [Conservation Area Character Appraisals and Management Strategies \(CAMS\)](#). Moreover, when dealing with listed

buildings the development proposal may well be considered as permitted but will still require the submission of a listed building application.

- 3.6 To allow the Council to check whether or not your proposal requires planning permission, you should submit a 'pre-application enquiry' to the Council's Development Management team. The pre-application service can also be used to obtain the team's informal advice on the merits of a development proposal in cases where it is evident that planning permission is required and advice can also be given on any other consents or permissions you may need.
- 3.7 Pre-application enquiry forms are available on the [Council's website](#), which also provides further information on the service provided, including the fees payable to submit an enquiry and the time it should take to receive a response.
- 3.8 Please note that flats and apartments do not benefit from the same permitted development rights as dwellinghouses and so planning permission is likely to be required for any proposal which has a material effect on the external appearance of the building. Where such works are proposed, it is strongly advised that pre-application advice is sought.

## Submitting a Planning Application

- 3.9 If your proposal requires planning permission, you may wish to employ a plan drawer or architect to draw your plans and assist with the submission of your planning application. They may also act as your 'agent' and would represent you in any discussions with Council officers. Before you submit an application, it is recommended that you consult the Council's Validation Checklist, to determine what information will be required in order for your application to be made valid by the Council.

3.10 For most household planning applications, it will only be necessary to submit an application form, together with a location plan, site plan and existing and proposed elevations and floorplans. In some cases, however, it may also be necessary to submit additional technical reports or surveys with your application, such as an ecological survey if your proposal may affect species protected by law and/or their habitat, or a tree survey if your proposal will affect valuable trees. Any such surveys will have to be undertaken by a suitably qualified professional and in the case of some ecology surveys, it may only be possible for them to be carried out at certain times of the year.

3.11 Please note that it may also be necessary for Council officers to request further information following validation, in order to assist with the consideration of your application.

3.12 You are strongly encouraged to submit your planning application electronically via the Planning Portal.

3.13 Once valid, your application will be subject to public consultation, which usually involves sending letters to neighbouring properties and, in some cases, site notices and a press notice. Consultation may also take place with other Council officers, such as Highways and Ecology officers. All documents submitted with your application will be made available for public inspection on the Council's website. Any representations submitted by members of the public in respect of your application will have to be considered by the application case officer before your application is determined.

3.14 Planning applications are normally determined within 8 weeks of validation, although there may be some instances where more time is required and where this

is the case, Council officers will seek to reach an agreement with you on a revised decision date.

### Basic principles

3.15 In order to ensure your proposed alteration or extension has the best possible relationship with the property and its surroundings the principles set out below should be taken into account.

3.16 Any alteration or extension should reflect the character and appearance of the property and its surroundings. Ideally, works should affect the least prominent parts of the property. When designing an alteration or extension, particular regard should be given to:

- The built form, scale and proportions of the property and its neighbours;
- The property's roof form and pitch;
- The style, shape and details of existing windows and doors;
- Existing external materials – these should be replicated where possible, including where the existing windows of a property are timber – although high quality alternatives to existing materials may sometimes be acceptable;
- The treatment of garden areas and landscaping;
- The treatment of boundary walls, gates and piers;
- Consideration should also be given to improving the accessibility of the property and enabling it to be adapted easily in the future.

3.17 The Council strongly encourages sustainable development and measures which can reduce the use of resources and limit the carbon footprint of a development project. The following practices and measures should be considered in order to achieve this:

- Use permeable paving and sustainable drainage systems;
- Introduce micro-renewables and green roofs;
- Include electric vehicle charging points;
- Place large windows in south-facing elevations to maximise the natural light and heat reaching the property;
- Re-use existing materials from the property, or recycled and natural materials;
- Use double- or triple-glazed windows to improve insulation.

### Main considerations

3.18 Once you have submitted a planning application for your proposed alteration or extension, the Council's Development Management team will have to consider a range of different issues before deciding to approve or refuse the application. These issues are called 'material planning considerations' and the most common examples in respect of householder development proposals are set out below. Please note this list is not exhaustive and other material considerations may also be relevant depending on the circumstances of the case.

### The Development Plan

3.19 As a starting point, all planning applications must be considered against the policies contained within the [Council's Local Plan](#). The Council's design policies are contained with the Core Strategy and Development Plan, which forms part of Sunderland's Local Plan. In the case of householder planning applications, regard will also be given to the

guidance provided by this Supplementary Planning Document. Consideration may also have to be given to national planning policies and guidance.

3.20 A development proposal which clearly conflicts with the policies of the Council's Development Plan, this SPD's guidance or national planning policy may be refused planning permission.



National and local planning policy

### Impact on amenity of neighbouring properties

3.21 A primary consideration will be whether your development proposal will have a negative effect on the living conditions of neighbouring properties. In particular, consideration will be given to:

- Whether your proposal will result in neighbours suffering a loss of outlook from the existing windows of their property. Greater weight will be given to a loss of outlook from main living room windows, such as lounges, kitchens, dining rooms and bedrooms, with lesser weight likely to be given to loss of outlook from secondary windows, such as bathroom and landing windows. It is also likely that greater weight will be given to the effect of a proposal on the original windows of a neighbouring property, although each case will have to be considered on its merits;

- Whether your proposal will appear as overly imposing, dominating or oppressive from neighbouring properties, including from within their garden areas;
- Whether your proposal will result in a neighbouring property suffering overshadowing or a loss of sunlight/daylight. In cases where this could be a significant issue, a sunlight/daylight assessment may be requested. Account will be taken of the orientation of your development relative to neighbouring properties and the position of their gardens and main living areas;
- Whether your proposal will affect the privacy of neighbouring properties – for example, will your development overlook neighbouring private gardens or allow for a view into the rooms of a neighbouring property?

3.22 To ensure your extension affords adequate levels of space to neighbouring properties and to minimise potential issues around privacy, overlooking and overshadowing, proposals should seek to maintain the following spacing standards:

- A distance of 21 metres should be maintained between any elevation of your extension containing a main living room window and any original elevation of a neighbouring dwelling which also contains a main living room window;
- A distance of 14 metres should be maintained between any elevation of your extension containing a main living room window and a blank elevation or an elevation only containing a secondary window of a neighbouring dwelling. This distance should also be maintained between a blank wall of your extension and the main living room windows of a neighbouring property.

3.23 Where these spacing standards are not achieved, the proposal will be considered on its individual merits, taking into account the circumstances of the site and the specific relationship between the application property and the affected neighbouring properties.

3.24 If an issue is identified during the consideration of your application, it may be possible to overcome it through measures such as:

- Moving proposed windows so they no longer overlook neighbouring properties;
- Fitting overlooking windows with obscured glazing;
- Using high-level windows, which don't provide outlook but deliver some natural light;
- Using roof lights instead of windows where appropriate;
- Relocating the extension to another part of the property where it will have a lesser effect on your neighbours.

3.25 If it is considered that your development proposal will have a significant negative impact on the living conditions of a neighbouring property that cannot be satisfactorily overcome, this may result in your application being refused planning permission.

### **The visual impact of the development**

3.26 Consideration will be given to the relationship between the proposed development and the host property, together with its impact on the wider streetscene. Extensions should be designed to be subordinate to the property and should not dominate the dwelling. Their design should respect and reflect the host property, with the materials used and features such as windows, doors and roof design all matching the existing dwelling as closely as possible.

3.27 Extensions and other forms of development which are not sympathetic to the design and appearance of the host property or which will have a negative impact on the wider streetscene because of their position, size and/or design may be refused planning permission.

### **Loss of space**

3.28 It should be ensured that your development proposal will still leave an appropriate amount of outdoor amenity space for the property and the outdoor space retained should relate to the size of the property. Retained garden areas should also continue to reflect the size of gardens in the surrounding area. Development which will severely erode the outdoor amenity space at a property may be refused planning permission.

3.29 Your development proposal should also seek to maintain at least the appropriate level of one off-street parking which is set out in the parking standards (Section 8) unless otherwise agreed with the Local Highways Authority. The loss of a parking space may lead to additional on-street parking taking place and where it is evident that the additional on street parking will have a negative effect on highway safety, it may be necessary to refuse planning permission.

### **Highway safety**

3.30 Consideration will be given to whether your proposal will have a detrimental impact on highway safety. Extensions and alterations should be designed so not as to impede visibility for motorists and pedestrians and new vehicular accesses to a property should be kept to a minimum and be safely located.

### **Drainage**

3.31 In areas where there is an increased risk of flooding, it will be necessary to ensure that proposed development is designed to take account of this risk and will not increase the risk of flooding elsewhere. Further advice

on when and how flood risk needs to be considered in development proposals can be found on the [Government's website](#) and advice on listed buildings can be sought from the Council's Conservation Team.

3.32 Development which would not be compatible with an area at risk of flooding or which will likely increase the risk of flooding elsewhere may be refused planning permission. It is also strongly encouraged that any new hard surfaces, such as patios and driveways, are constructed using sustainable drainage techniques, by using porous or permeable materials and/or directing run-off to soakaways or other porous or permeable areas.

### **Ecology and trees**

3.33 In some cases, it will be necessary to ensure a development proposal will not result in harm to protected species and habitats. This is more likely to be a consideration if the application property was built prior to 1960, if it features timber cladding, weatherboarding or tile hanging and/or it is within or close to open countryside, woodland or mature trees, a pond, lake, stream or river, or a designated wildlife site. Where there is a risk of harm to protected species or habitats, your application will have to be accompanied by a risk assessment or full ecological survey. If any harm identified cannot be successfully mitigated or managed, it may be necessary to refuse planning permission.



3.34 It is also necessary to ensure development does not have an unacceptable negative effect on valuable trees, whether they are protected by a Tree Preservation Order or not. Where a development will conflict with existing trees, it will be necessary to submit an arboricultural impact assessment. If a development proposal will have an unacceptable effect on valuable trees, it may be necessary to refuse planning permission.

### **Built heritage**

3.35 If a development proposal affects a heritage asset or the setting of a heritage asset (including Listed Buildings, Conservation Areas, Scheduled Ancient Monuments and non-designated heritage assets) it will be necessary to consider whether the proposal causes harm to the significance of the affected asset. Detailed guidance for development proposals in Conservation Areas can be found in the Council's adopted Conservation Area Character Appraisals and Management Plans, which are available to view on the Council's website.

3.36 Any development which has an unacceptable harmful effect on the significance of a heritage asset may be refused planning permission.

### **Issues which are not planning considerations**

3.37 Generally speaking, material considerations are those which are of public interest. Matters of private interest are not normally taken into account in considering a planning proposal. Such private concerns can include the effect of a development proposal on property value, party wall, shared boundary issues, alleged damage to property and the loss of a view (as opposed to outlook).



## 4.0 Household Development

4.1 This chapter of this SPD provides guidance on specific types of household development. You should refer to the section which is most relevant to your development proposal.

### Front extensions

4.2 This section relates to extensions which affect the front elevation of a property, such as porches, canopies and lounge extensions. Front extensions can be prominent and should therefore be of a good standard of design which complements the host property and wider streetscene.

4.3 Proposals for front extensions should:

- Project no more than 1.2 metres from the property's front elevation, particularly where there is a consistent front building line shared with neighbouring properties;
  - Be set in from the boundary with neighbouring properties, especially where the extension will harm the outlook from your neighbour's front windows or garden or cause overshadowing;
  - Incorporate roof, window and door designs which reflect the host property; and
  - Be constructed from materials which match the host property as closely as possible.

4.4 Where the streetscene around an application property is inconsistent or varied, or where the particular circumstances of the application site and property allow, there may be scope to allow larger front extensions. Two-storey front extensions will only be permitted where it is clear there will be no unacceptable impact on the appearance of the host property, the wider streetscene and the amenity of your neighbours.

4.5 Proposals for front extensions which have a negative visual impact because they dominate the host dwelling, are not sympathetic to its appearance and/or will impact negatively on the existing streetscene, or would harm the amenity of neighbouring properties, are likely to be refused planning permission.



**Front extension:** Large extensions are generally unacceptable



**Front extension:** Appropriately scaled extension

## Single storey rear extensions

4.6 This section covers extensions to the rear of properties and is also applicable to conservatory and sunroom extensions. The key consideration with rear extensions is usually to ensure they do not have an unacceptable negative effect on the living conditions of neighbouring properties. In some cases other considerations may also be relevant. Such extensions should not unacceptably harm the privacy of neighbouring properties, cause significant overshadowing or appear as unacceptably dominant from the windows and gardens of neighbouring properties.

4.7 In assessing the amenity impacts of rear extensions, consideration will be given to the design and position of the extension, the orientation and position of neighbouring properties, the location of existing and proposed windows and the type and form of boundary treatment present at the application site.

4.8 Proposals for single-storey rear extensions should:

- Project no more than 3 metres from the rear wall of semi-detached and terraced properties, or 4 metres from the rear wall of detached properties, especially where the extension is immediately adjacent to the boundary with a neighbouring property:
- A greater projection may be possible if the site circumstances or design of the extension will ensure it will not have an unacceptable impact on the living conditions of neighbouring properties.
- A greater projection may also be possible if the extension is set away from boundaries with neighbouring properties – generally, 0.1 metres can be added to the rearward projection for each 0.1 metres between the extension and the nearest common boundary.
- A greater overall projection may also be appropriate if the corner of the extension is angled or 'chamfered' away from the nearest boundary at a projection of 3 or 4 metres (whichever is applicable).

4.9 Single-storey rear extensions should also be designed to avoid breaking a 45° line (on plan) taken from the centre of the nearest ground floor habitable room window of a neighbouring property which is perpendicular to the proposed extension. The '45° rule' is a tool to establish the impact an extension will have on the outlook from the window and garden of the neighbouring and ensure the extension is not unacceptably dominant.

4.10 Proposed single-storey extensions should also feature a roof design which minimises the overall height and bulk of the extension; be constructed from materials which reflect the host property (other than in the case of conservatory extensions) and be designed so that windows don't overlook neighbouring gardens.

4.11 Single-storey rear extensions which are visible from public areas should be designed to relate well to the host property and the wider locality.

4.12 Single-storey rear extensions which have an unacceptable impact on the living conditions of neighbouring properties because they will appear as too dominant or intrusive, will cause overshadowing or will harm privacy, are likely to be refused planning permission.



The 45° rule

## Two-storey rear extensions

4.13 Two-storey and first floor extensions to the rear elevations of dwellings will only be approved where they will not result in unacceptable harm to the living conditions of neighbouring dwellings. Such extensions must not result in excessive overshadowing, appear as visually dominant from neighbouring windows and gardens or result in an unacceptable loss of privacy, particularly overlooking of neighbouring gardens and the main living rooms of adjacent properties. In this regard, extensions should adhere to the spacing recommendations set out in paragraph 3.22 of this SPD.

4.14 Such extensions should also be designed to be subservient in scale to the host dwelling and relate well to its character and appearance. Extensions which are visible from public areas will also have to have an acceptable impact on visual amenity and the prevailing streetscene.

4.15 Two-storey and first floor extensions which will have an unacceptable negative impact on the living conditions of neighbouring properties, or which will appear as visually intrusive are likely to be refused planning permission.

## Side extensions

4.16 Extensions to the side of a dwellinghouse must have an acceptable relationship with the host property and wider streetscene and should appear as a subordinate addition to the dwelling. Proposals must also maintain acceptable standards of amenity for neighbouring properties and also maintain acceptable standards of highway and pedestrian safety.

4.17 In all cases, extensions to the side of a dwellinghouse should:

- Have a width which is no greater than 50% of the width of the original dwellinghouse, unless it is clear that a greater width will not result in harm to the character and appearance of the property, wider visual amenity and/or residential amenity;
- Incorporate a roof design which reflects that of the host property, unless an alternative design is considered more appropriate;
- Be designed with regard to the features of the existing dwellinghouse, including materials, door and window designs;
- Where practicable, maintain external access to rear gardens and provide or maintain space for bin storage;
- Locate windows at positions which will not cause intrusive overlooking of neighbouring properties. It should be noted that main living room windows in the side elevation of a side extension are unlikely to be acceptable;
- Be designed and positioned so the extension does not unacceptably overshadow neighbouring properties, does not unacceptably affect outlook from main living room windows and does not appear dominant or intrusive from neighbouring gardens; and
- Maintain an appropriate off-road parking space for a vehicle.

4.18 Where a property occupies a plot on a corner or at a junction, or at the end of a row and an extension is proposed to be added to the side wall which faces a road or footpath, care must be taken to ensure the extension will not appear as intrusive within the streetscene. Such extensions should respect the building lines formed by the elevations of neighbouring houses and should also maintain the spaciousness of the plot where spacious corner or end plots are characteristic of the locality. Extensions must also ensure appropriate visibility is maintained for motorists and pedestrians.

4.19 Proposed two-storey and first-floor side extensions should not dominate the existing dwelling and should instead appear as a subordinate addition to the property. Such extensions should also be designed to avoid a 'terracing' effect, whereby the visual distinction between neighbouring properties is lost or severely diminished. This issue mainly arises in streets of semi-detached houses.

4.20 In order to achieve subordination and avoid terracing, proposals for two-storey and first-floor side extensions should:

- Be of a width which is no more than 50% the width of the original dwellinghouse;
- Include a set-back of at least 1 metre from the front wall of the existing house at first floor level or, alternatively, leave a gap of at least 1 metre to the adjacent shared boundary; and
- Include a ridge line to the extension's roof which is set lower than the ridge line of the existing dwelling's roof.

4.21 All cases will be considered on their own merits and in some instances, greater flexibility on the design of two-storey and first-floor side extensions may be possible, including where an extension is to a detached or an end-of-terrace property. However, where a terracing effect will clearly occur and where the existing streetscene has not been significantly eroded by poor quality two-storey and first floor side extensions, this guidance will be applied rigorously.

4.22 Single-storey, two-storey and first-floor side extensions which do not relate satisfactorily to the host property in terms of their scale, design and appearance, or will be intrusive within the existing streetscene, or will cause harm to the amenity of neighbouring dwellings are likely to be refused planning permission.



**First floor extension above an existing garage:** The new first floor extension is subservient to the main house.



**Side extension is subservient to the original house.** The extension is set back from the front building line of the original house.

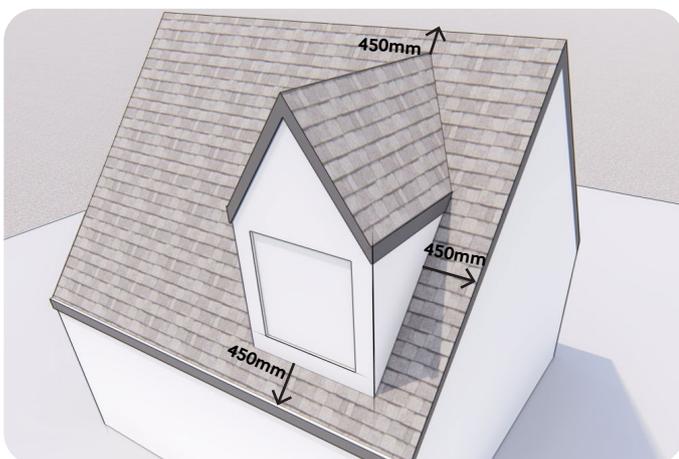


**An unacceptable side extension:** Ridge line does not extent to existing roof.

## Dormer windows and roof extensions

4.23 The key consideration for proposals involving dormer windows and other roof extensions is usually their impact on the character and appearance of the host property and wider streetscene, although consideration will also need to be given to the effect of the development on the living conditions of neighbouring dwellings. Such extensions should be of a good standard of design, particularly where affecting a public-facing roof of the property, relate well to its surroundings and ensure they do not result in unacceptable overlooking or overshadowing of neighbouring properties. Proposals for dormer windows should:

- Ideally be located to the rear of a property so as to preserve the existing streetscene. Dormer windows to front roof slopes will only be approved if they are characteristic of the existing streetscene or where it is clear there will be no unacceptable harm to the visual amenity of the area;
- Be designed so as not to dominate the roof slope, with their height and depth kept to a minimum;
- Be set in 450mm from the boundaries with neighbouring dwellings and/or the side edges and be set 450mm above the eaves level of the property's roof;
- Not project above the ridge of the property's roof;



Dormer Windows.

- Feature a pitched or hipped roof, rather than a flat roof;
- Be constructed from materials which relate well to the host property and incorporate window designs which reflect those of the existing property; and
- Be located and designed so as not to cause overlooking of the private gardens and main living room windows of neighbouring properties.

4.24 Dormer windows are more likely to be considered acceptable to single-storey properties; dormers to two-storey properties will be considered on their own merits, taking into account the design and appearance of the host property and the wider streetscene.



**Dormer Windows:** Box dormers can unbalance the appearance of a property.



**Dormer Windows:** A typical dormer window design.

## Dormers to Sunderland cottages

- 4.25 The terraces of single-storey cottages found widely in the City are unique to Sunderland and are of heritage significance. It is therefore important to maintain and protect the distinctive character and appearance of both individual cottages and the streetscenes they form. Consequently, dormer windows to the front elevations of Sunderland cottages will not normally be considered appropriate.
- 4.26 New front dormer windows may, however, be acceptable in cases where at least 50% of properties in the same terraced block as the subject property already have a front dormer window. In cases where a front dormer window can be accepted, it must be of a design which is sympathetic to the host property and wider streetscene.
- 4.27 Where under 50% of properties in the block feature front dormer windows, planning permission for new dormer windows will be refused. This policy will be applied rigidly, including in cases where the percentage is only marginally below 50%.
- 4.28 In all cases, where a dormer window or other form of roof extension will have an unacceptable impact on the character and appearance of the host property and/or the wider streetscene or will cause unacceptable

harm to the amenity of neighbouring dwellings, planning permission is likely to be refused.

## Other roof alterations

- 4.29 Rooflights can be a sensitive means of allowing additional light into a room, as they are unlikely to be visually intrusive and rarely raise residential amenity concerns. The number of new rooflights should, however, be kept to a minimum to avoid creating visually crowded roof slopes and designs which do not project above the plane of the roof slope are preferred. Where a property is of heritage significance, 'Conservation' rooflights will normally be required. New rooflights should also be positioned to minimise overlooking of neighbouring properties and align with the windows below where possible.
- 4.30 Where existing chimneys are an attractive and characteristic feature of a property, they should ideally be retained as part of development proposals. Any new chimneys should be of a design which complements the existing property and wider streetscene.

## Balconies, decking and raised platforms

- 4.31 Proposals for balconies, decking and other types of raised platform will only be considered acceptable if they will not cause intrusive overlooking of the gardens and windows of neighbouring properties and if their use will not result in neighbouring properties experiencing unacceptable levels of additional noise and disturbance. They are more likely to be appropriate to large detached properties with spacious gardens or where screening is provided by existing buildings or boundary features.
- 4.32 Where overlooking of neighbouring properties will occur, consideration will be given to whether this can be alleviated by screening around the balcony or platform,



Typical Sunderland Cottage.

but it must be clear that any proposed screening will be effective.

- 4.33 New balconies, decking and raised platforms must also be of an appropriate design and appearance and where they are visible to the public, they must relate satisfactorily to their surroundings. Where a balcony, decking or raised platform will cause unacceptable harm to the privacy and living conditions of a neighbouring property or will appear as visually intrusive, it is likely to be refused planning permission.

### **Cladding, solar panels and other microgeneration apparatus**

- 4.34 Whilst the Council recognises the environmental benefits of insulating cladding, solar panels and other microgeneration equipment, this must be balanced against other planning considerations. Proposals should ideally be designed and located to minimise their visual impact and their potential effect on the amenity of neighbouring properties from issues such as glare (in the case of solar panels), noise and visual intrusion.



**Solar panels.**

### **Detached buildings, including garages, sheds and other outbuildings**

- 4.35 This section provides guidance on proposals for detached buildings within the curtilage of a dwellinghouse, such as garages, sheds, greenhouses and other outbuildings. Such buildings should be located and designed so they will not appear as visually intrusive, will not cause unacceptable harm to the amenity of neighbouring properties and will not harm highway and pedestrian safety. Proposed detached buildings should:

- Be located to the side or rear of a property, in order to minimise their visual impact;
- Respect established building lines;
- Be of a size and design which is respectful of the host property and the wider streetscene;
- Be constructed from materials which are appropriate for the location of the building. For example, buildings which are visible from public areas may have to be constructed from materials which reflect the host property and its surroundings, whilst greater flexibility may be possible for buildings in rear gardens or which are screened from public view;
- Be designed and positioned to minimise their effect on the amenity of neighbouring properties. In particular, the roof should be of a design which keeps the height of the structure to the minimum necessary, in order to minimise potential issues around overshadowing, loss of outlook and the development being overly dominant;
- Ensure an appropriate amount of garden space is retained at the property; and
- Be positioned so that they do not interfere with visibility for motorists and pedestrians and, in the case of new garages, safe access to/from the highway must be achievable.

4.36 Proposals which will have an unacceptable impact on visual amenity, will result in harm to the amenity of neighbouring properties or which will have a negative effect on highway and pedestrian safety are likely to be refused planning permission.

### **Walls, fences and other means of enclosure**

4.37 High quality and well-designed walls, fences and other forms of enclosure can make a highly positive contribution to the appearance of a property and the wider streetscene. Conversely, poorly designed and positioned boundary enclosures can have a significant negative visual impact and can also raise residential amenity and highway safety concerns. Proposals for new boundary fences, walls and other forms of enclosure should:

- Take into account the character and appearance of the area and the scale, form, design and materials used in other nearby boundary treatments. This is particularly important if the application site is within an 'open plan' housing estate, occupies a prominent or corner plot, is a heritage asset or is within a Conservation Area;
- Be of a visually interesting design, particularly where the boundary abuts a road, footpath or other public area. Long stretches of brick walls or fencing should be broken up by pillars, railings or similar;
- Be designed so as not to harm the amenity of neighbouring properties, especially where the affected boundary is shared – high boundary treatments can appear as imposing from neighbouring properties and cause significant overshadowing; and
- Be designed and positioned so as not to harm visibility for motorists and pedestrians, including in relation to driveway entrances. Particular care should be taken where a property stands at a road junction or is a corner plot.

4.38 Proposals which have an unacceptable impact on visual amenity, will cause harm to the amenity of neighbouring properties or will have a negative effect on highway and pedestrian safety are likely to be refused planning permission.

### **Annexed accommodation**

4.39 Annexed accommodation provides additional living quarters within the curtilage of an existing dwellinghouse, but without creating a self-contained residential unit. It is often provided within a detached garden building or an extension to the existing property and affords some private living space for family, relatives or other persons with a close link to the host property.

4.40 Any built development designed to create an annexe is subject to usual planning controls and the guidance of this SPD as is relevant to the nature of the development. In addition, any proposals for annexed accommodation should clearly demonstrate that the new accommodation is reliant on the host property (through, for example, shared garden space, services and facilities) and could not readily be used as a self-contained dwellinghouse.

4.41 A condition which prohibits the extension or outbuilding from being used as a separate unit of accommodation will normally be imposed on any planning permission granted.

## Green belt development

4.42 Where a development proposal affects a property located in the Green Belt, it will be subject to the local and national planning policies which set out the forms of development which are appropriate in the Green Belt. At present, local policy guidance is provided by policy NE6 of the Council's Core Strategy and Development Plan, whilst national policy is provided by section 13 of the National Planning Policy Framework (NPPF).

4.43 When considering any planning application, Local Planning Authorities are required to give substantial weight to any harm to the Green Belt caused by the proposed development and to this end, it advises that the construction of new buildings in the Green Belt is inappropriate, unless one of a series of exceptions applies. One such exception is that development which involves the extension of an existing building may not be inappropriate, providing that it does not result in disproportionate additions over and above the size of the original building.

4.44 The Council considers that a development proposal which will result in the volume or footprint of the original dwellinghouse being increased by more than 33% is likely to be 'disproportionate'. To clarify, any previous extensions to the dwellinghouse will be counted in determining whether a new proposal will result in the 33% additional volume or footprint being exceeded.

4.45 Where a proposal will result in a disproportionate addition to the original dwellinghouse, it is likely that the development will be considered inappropriate and to cause harm to the Green Belt and so will be refused planning permission. The NPPF makes it clear that inappropriate development in the Green Belt should only be approved if very special

circumstances exist.

4.46 In all cases the Council must consider whether a development proposal will cause harm to the Green Belt and it will also be necessary to consider more general visual amenity issues. In doing so, the Council will give consideration to the location, scale and design of any proposed extension or alteration to an existing property. Care must be taken to ensure the design of an extension and alteration respects the character and appearance of the subject property and its surroundings. Proposals must also respect the amenity of any existing dwellings and must not give rise to conditions which prejudice highway and pedestrian safety.

4.47 Where a development proposal conflicts with Green Belt policy or will give rise to any other unacceptable impacts on visual amenity, residential amenity or highway and pedestrian safety, it is likely to be refused planning permission.



# Section 3

## Residential Design

# 5.0 Residential Design Guide

## Introduction

5.1 The Council is committed to achieving the highest possible standard of design in all new residential developments. The guidance set out within this section has been prepared to assist developers, their design professionals and agents, in preparing proposals for residential developments. It provides criteria against which planning applications for new residential development will be assessed, illustrating a preferred design approach, streamlining the planning process and ensuring the delivery of high quality, sustainable places within Sunderland.

5.2 It is acknowledged that it may not always be possible for every design proposal to follow every aspect of the guidance. Where proposals deviate from the prescribed guidance, justification will be required.

5.3 Where Design and Access Statements are required to be submitted as part of planning applications they should identify how proposals conform with the guidance set out within this document.

## The design process

5.4 The diagram below outlines the stages a development should go through to achieve a high-quality, sustainable design.



# Urban design principles

5.5 The criteria set out below present the key urban design principles which developments should achieve to create appropriate residential neighbourhoods.

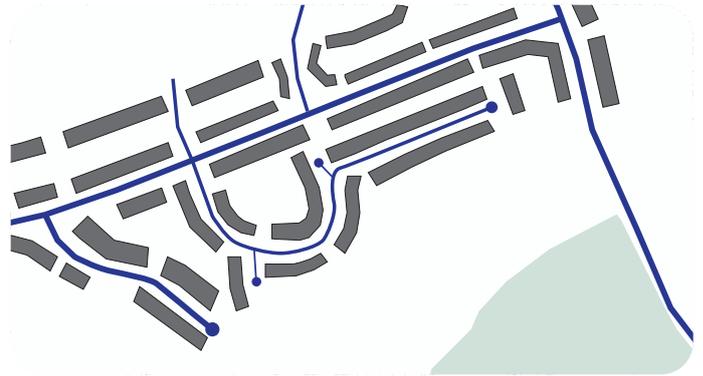
## Well-connected layouts/integrated neighbourhoods

### We advise that you

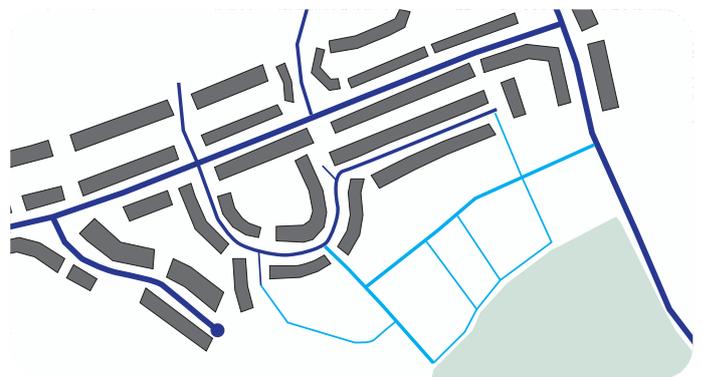
- Consider the wider context of the site;
- Create new routes which connect to as many surrounding access points as possible;
- Reflect the existing settlement pattern in proposals;
- Identify nearby attractions, facilities and services that connections should be provided to;
- Consider the movements of future residents through the site when determining layouts;
- Create safe, accessible and convenient routes which follow desire lines;
- Create compact and walkable routes;
- Encourage cycle movement through the site; and
- Ensure properties front onto streets.

### We advise that you avoid:

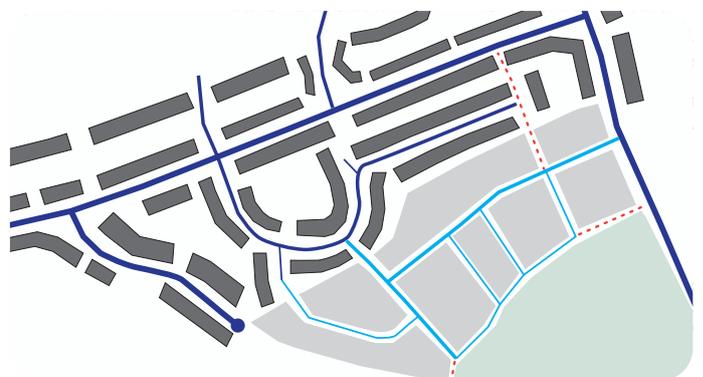
- Inward facing development which turns its back on its surroundings;
- Creating car dependant layouts;
- Creating isolated and disconnected layouts; and
- Layouts which are largely dependent on cul-de-sacs (the inclusion of a small element of cul-de-sacs may be considered where convenient pedestrian movement is maintained).



1. Existing connections



2. New network of streets



3. Block development



4. Building, greenspace and public realm development

## Block structure

5.6 Many of the best residential environments display a clearly defined and coherent structure. This is characterised by a framework of interconnected routes which define 'blocks' of housing. Providing the correct development structure is vital to creating successful neighbourhoods. The key priorities in determining the layout of proposals is to provide a legible block structure which clearly defines a public front and a secure private back. The most appropriate form of development will therefore be a 'perimeter block'.

5.7 A perimeter block is a group of buildings surrounded on all sides by public spaces, normally streets, which in turn are defined by the public fronts of the buildings. A perimeter block style development allows for a flexible form which can accommodate a range of buildings types and densities. In most cases proposing a layout based on perimeter blocks will achieve many of the good design principles required of new residential developments in Sunderland.

### We advise that you

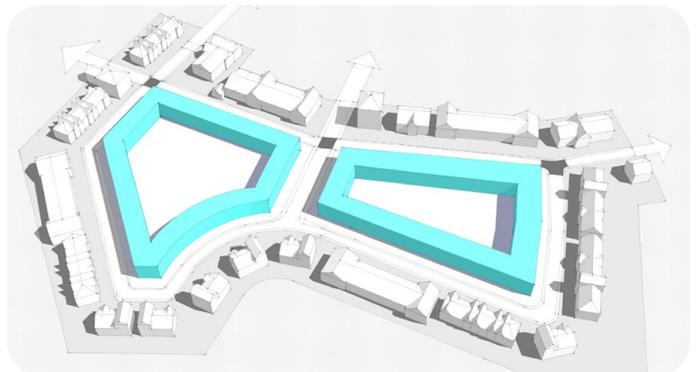
- Create layouts based on perimeter block development;
- Ensure maximum natural surveillance and activation onto the public realm through buildings fronting onto a public street whilst also ensuring security to the rear of properties;
- Animate properties located on corners; and
- Provide an appropriately sized perimeter block which is large enough to fit adequate amenity space and parking, yet small enough to allow for permeable and walkable street patterns.

### We advise that you avoid:

- Inward facing development which turns its back on its surroundings;
- Layouts which provide front to back development; and
- Presenting rear gardens onto the public realm.



1. Defining perimeter blocks



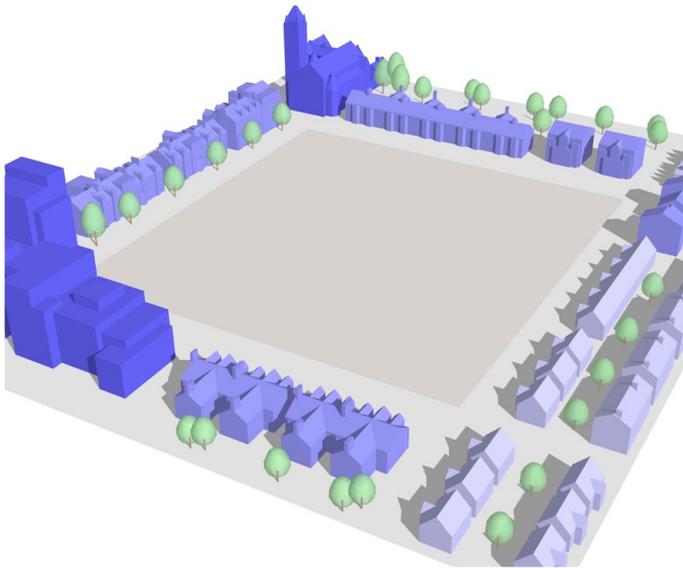
2. Providing massing to perimeter blocks



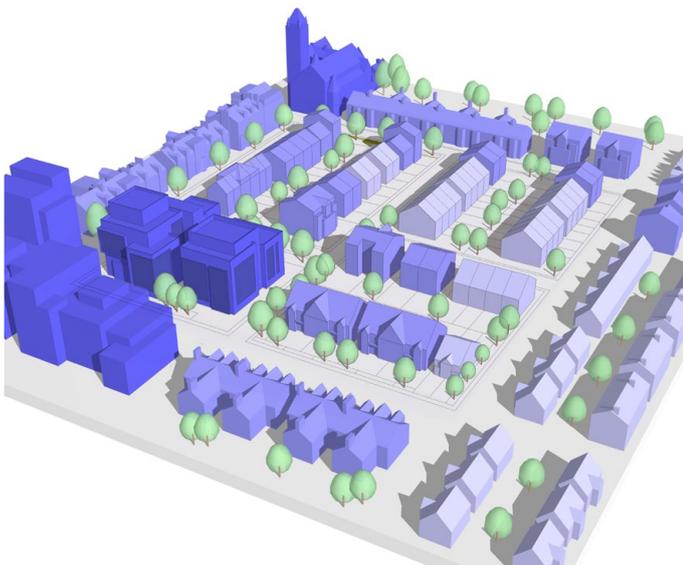
3. Division into streets and plots

## Density

5.8 Well-designed new developments make efficient use of land with an amount and mix of development and open space which optimises density. It also relates well to and enhances the existing [character and context](#). Densities created within new residential developments must be appropriate for their location, taking into consideration local context, urban grain, local character and the accessibility of an area.



1. Analyse existing density surrounding the site



2. New developments density responds to its surrounding context

## We advise that you

- Provide a density which is appropriate to the location, responds to local context and enhance the character of the existing settlement;
- Provide higher densities on sites which have good public transport accessibility such as metro, rail and frequent bus service and are located within close proximity to centres;
- Create high density urban neighbourhoods within the urban core;
- Use high quality landscaping to soften areas of high-density development;
- Reduced densities toward areas of lesser activity, along green corridors, towards settlement edges and where development borders open countryside to create a gradual transition between urban and rural;
- Provide a range of densities within larger development proposals to add character and interest;
- Design small scale developments and in-fill to follow the scale and pattern of the existing grain and streets; and
- Provide a density which is suitable to the type of neighbourhood being created i.e. low densities for suburban executive style development.

## We advise that you avoid:

- Providing uniform densities across the development which does not respect or enhance the character of the area; and
- Creating high density developments in rural and semi-rural locations.

## Scale and massing

5.9 The scale and massing of new residential developments will impact how well they sit within their context whilst also aiding in creating a legible and varied character to neighbourhoods. New residential development should take clues in scale and massing from their surrounding context and respect hierarchies of scale where appropriate.

### We advise that you

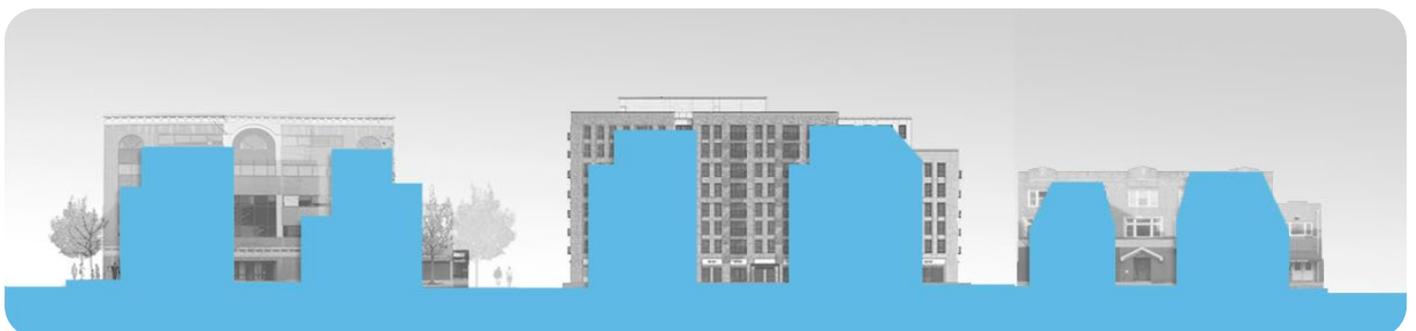
- Remember the 'human scale' of development and design with a pedestrian in mind;
- Provide a development with an appropriate scale, height and massing in regard to adjoining buildings and general heights in the area;
- Scale buildings to respond to the topography of the site;
- Consider key views and local landmarks when determining the scale and massing of developments;
- Moderate the mass of a building or groups

of buildings so that it steps up or down to its neighbours;

- Use variation in heights and architectural detailing to break up proposals of large massing;
- Vary heights and massing throughout a development to increase architectural interest, determine vistas and influence light and shadow;
- Use scale as a tool to create attractive and legible spaces by creating a strong sense of enclosure around public spaces, creating variations and landmarks; and
- Define streets, squares and parks by appropriately scaled buildings fronting onto them.

### We advise that you avoid:

- Creating new residential development which would have a negative visual impact;
- Providing a uniform scale and massing across developments; and
- Including buildings of large mass which do not relate to their surrounding context.



**Scale:** Responds to the surrounding context of the site

## Local context and character

5.10 Context is the character and setting of the area within which a proposed scheme will sit. It includes natural as well as human history; the forms of settlement, buildings and spaces; its ecology and archaeology; its location and the routes that pass through it. Good design is based on an understanding of the characteristics of places and what makes them successful and attractive. A thorough appreciation of the overall site context is the starting point for designing a distinctive place. Responding successfully to local character and heritage assets is an important challenge for new residential developments.

5.11 In larger residential developments respect to local context will be most important on the edges of the site where emphasis is on integrating with the surrounding urban form.



**Context:** Traditional Victorian terrace



**Modern interpretation:** Window pattern and scale reflects traditional.

## We advise that you

- Carry out a thorough analysis of the local context and character surrounding the area;
- Successfully integrate new housing with its surrounding context through respecting scale, massing and density;
- Create developments which reinforce and evolve positive local characteristics;
  - Analyse the local vernacular of a site to derive context and character and determine the local characteristics of:
    - Features i.e. ornate entrances, chimneys;
    - Proportions;
    - Street rhythm;
    - Materials;
    - Fenestration detailing i.e. Bay and Dormer windows;
    - Residential amenity spaces i.e. gardens, balconies; and
    - Boundary treatments.
- Demonstrate what characteristics of the local context and character have been observed and reinterpreted in designs;
- Provide outward looking developments which make a positive contribution to the area's character; and
- Use contemporary architecture and materials in buildings but reflect local context, this could be through:
  - Plot width;
  - Proportions;
  - Rhythms;
  - Roof line; and
  - Building line

## We advise that you avoid:

- Development which has a negative impact on the features with the townscape and landscape; and
- Using existing buildings/features which are considered poor or do not contribute to the character of an area as a benchmark for new development.

## Views and landmarks

5.12 Views are an important component of the creation of place, they help to define character and increase legibility through providing visual connections to landmarks and surrounding areas. Where identifiable features are recognisable, people orientate themselves and find their way around better.

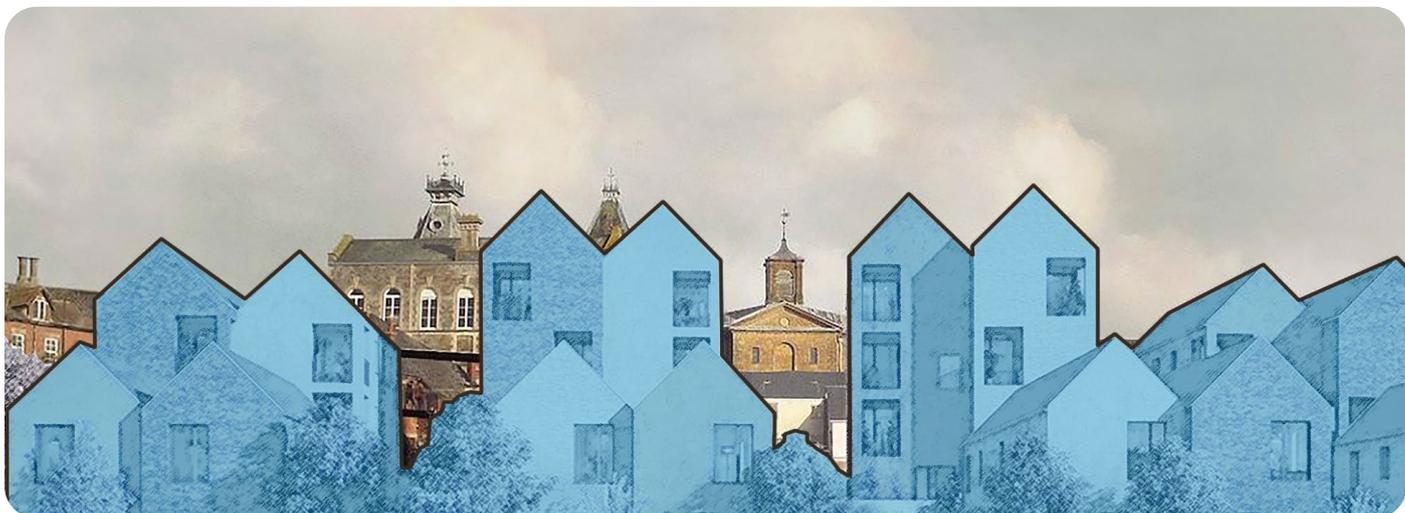
5.13 The key physical characteristic of landmarks is their uniqueness or memorability. To be easily identifiable landmarks should have a clear form which is in contrast with its surroundings and has a sense of spatial prominence. Their location is as important as the building itself and should be chosen to make new developments more legible and distinctive. The inclusion of landmark buildings within development proposals will improve legibility by establishing focal points and aiding in view termination points.

## We advise that you

- Identify key views into, out from and through the development site to be maintained;
- Undertake a Visual Impact Assessment to understand how the development will appear from surrounding areas;
- Safeguard important views between places;
- Create new views to give identity to a development and aid in navigation;
- Locate and orientate developments to maximise viewpoints and vistas;
- Create an interesting skyline when viewed from a distance;
- Work with the topography of the site to maximise views; and
- Provide high quality landmark buildings at key locations including gateways and view termination points.

## We advise that you avoid:

- Blocking important views through poor layout and orientation;
- Repeating the same landmark building several times within a development; and
- Terminating views with garages, the rear or side of buildings, parking spaces, boundary fences or walls.



**Views:** New development retains views to local landmarks

## Creating a distinctive identity and character

5.14 Sunderland has a rich heritage which is reflected in its distinctive neighbourhoods and built form. New residential development should continue to create a unique sense of character through building upon local design characteristics with distinct architectural and landscape features.

5.15 A development's identity should be influenced by findings from the site and context appraisal using positive elements of the local built form and natural features as inspiration. The appearance and character of the development will not just be about the design and architecture of individual buildings but also about how the streets, plots, public realm, landscape and natural features are all designed and interact with one another. In certain circumstances character can conflict with other elements, for example where high-quality contemporary developments depart from an established character or context, in such cases solutions will be judged on their own merits

### We advise that you

- Create new communities with distinct architectural and landscape features which give a unique sense of character;
- Utilise opportunities to integrate existing natural or man-made site features of positive value;
- Alter standard house types to create an identity which is unique to the location. This could be achieved by reflecting the local material palette and drawing inspiration from local architecture features;
- Include a variety of building heights, densities, block widths and house types to ensure the creation of character and visual interest;
- Create a varied and interesting roofline that responds to site topography;
- Bring places to life through the creation

of public spaces which encourage social interaction;

- Utilise green and blue infrastructure to create a distinctive character; and
- Incorporate distinctive character areas for large scale developments.

### We advise that you avoid:

- Using lack of positive local characteristics as justification for non-descript development;
- The creation of 'anywhere' housing developments which do not contribute to the character of an area;
- Including standard house types which do not reflect local character;
- Repeating house types with the same features and materials across multiple character areas;
- Using a predetermined sequence of house types to dictate housing layouts and
- Proposals which do not respect the natural and built context of the site or create a locally distinctive character.



**Locally distinctive:** Standard house type altered to reflect location (Potters Hill, Sunderland)

## Boundary treatment

5.16 Boundary treatments are important in terms of providing privacy and security and aid in defining public and private space. The design of boundary treatments can impact on the levels of natural surveillance and the overall character of a development. The types of boundary treatments provided will vary though-out a development depending on their purpose and it is important that the treatments chosen are appropriate for their location. In the majority of cases acceptable boundary treatment materials will be hedging; wooden fencing; metal railings and brick or stone walls.

### We advise that you

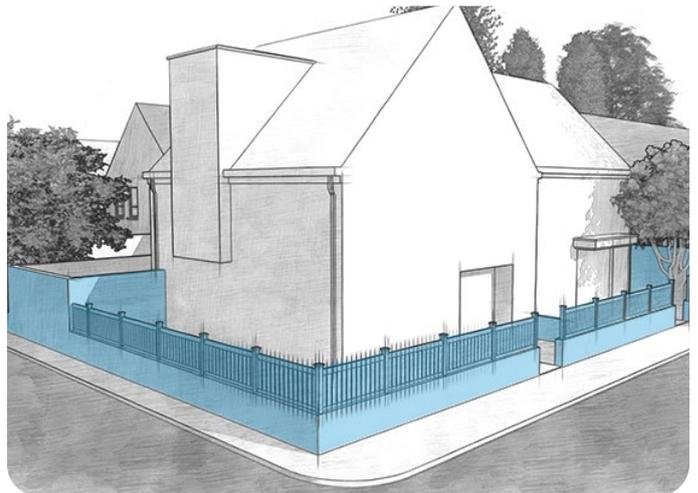
- Choose boundary treatments which reinforce the character of the area;
- Take into account Secured by Design principles;
- Provide low level (below 1m), permeable designs to mark the divide between public and private space to frontages;
- Provide high quality, robust and long-lasting boundary treatments from the outset to deter future residents from erecting their own fencing and walls;
- Design boundary treatments to allow for surveillance of the street and not obscure daylight into homes; and
- Design corner plots to have detailed boundary treatments with elements of visual permeability.

### We advise that you avoid:

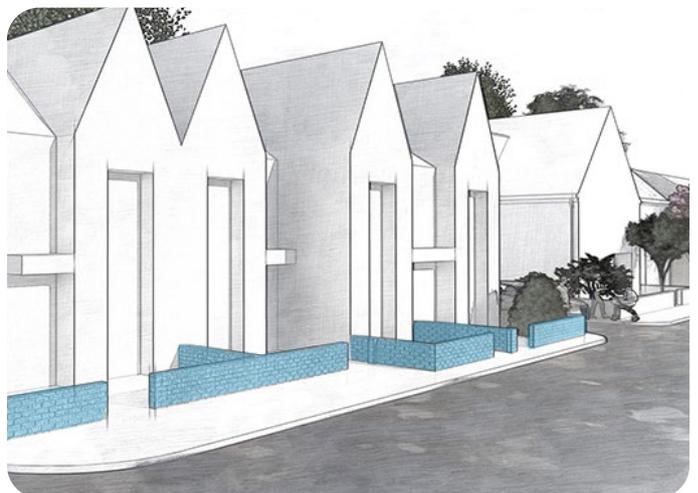
- Layouts which present rear boundary treatments onto areas of open space and the public realm; and
- High level non-permeable boundary treatments onto the public realm.



1. Low level hedge to front and side elevation which retains natural surveillance.



2. Low level wall and railing treatment which steps up for rear garden privacy



3. Low level wall to front elevation.

## Landscape

5.17 The setting of new homes is as important as the homes themselves. Prioritising and focusing on the detail of landscape, planting, layout and design are integral to making great places to live. Qualified specialists should be involved in preparing proposals to ensure that they are designed appropriately, age well and can be easily maintained.

### We advise that you

- Retain and utilise existing trees, hedgerows and natural features as much as possible within the site in order to make a positive contribution to the overall layout.
- Create new, strong distinguishable character through a comprehensive understanding of the site and the surrounding area;
- Consider the landscape of the development as a whole, including open space, verges and private spaces and fully integrate landscape proposals which perform important functions i.e. habitat creation, mitigation, screening, sustainable drainage, play etc as well as being aesthetically pleasing and beneficial for future residents;
- Provide a variety of spaces, where appropriate, such as parks, woodland, allotments and wildflower meadows;
- Take account of site and soil conditions, drainage, groundwater and underground constraints when preparing proposals;
- Include landscaping and planting which encourages biodiversity and contributes to Biodiversity Net Gain where appropriate;

- Create areas of soft landscaping with simple designs comprising of grass (mown, long and meadow), hedging and specimen trees. Low maintenance planting or wildflower meadow may be a more appropriate solution where access is difficult, for example on roundabouts;
- Include bulbs, shrubs and herbaceous perennial planting to create colourful and attractive spaces, route ways and entrances;
- Incorporate SUDS and water features into landscaping proposals to create distinctive places;
- Ensure all planting is undertaken in accordance with the National Plant Specification and current British Standards, where possible plants should be of local prominence; and
- Establish who will be responsible for maintaining public and private spaces within planning applications.

### We advise that you avoid:

- Unnecessarily enclosing areas of landscaping and open space with low level boundary treatment;
- Designing landscaping in isolation of the wider development;
- Producing landscape designs which have no biodiversity benefit;
- Designing proposals which are very difficult to maintain; and
- Designing schemes which only have a short-term lifespan.



**Landscaping:** Integrated within streetscene (Abode, Cambridge)



**Landscaping:** Biodiversity benefits (St Chads, Tibury)

## Public open space/amenity greenspace

5.18 Public open space within new residential developments should be incorporated within the overall design of the development and should be one of the central themes in providing a distinctive character to new neighbourhoods. The provision of usable, attractive and accessible areas of open space helps to support physical activity, mental wellbeing and social interaction, allowing people to lead healthy lifestyles. The provision of amenity greenspace will be required within new residential developments. The amount is dependent on the scale of the development. Policy NE4 of the Core Strategy and Development Plan sets out the requirements for amenity greenspace provision within new developments.

### We advise that you

- Locate open spaces within the most accessible part of the site and encourage social interaction between all age groups within the community;
- Create bespoke spaces which are appropriate to the sites character;
- Provide spaces which are useable and have a clear function;
- Provide valuable recreational and amenity space within the heart of a neighbourhood, whilst also providing wildlife habitats;
- Create a network of different space in large scale developments;
- Create well overlooked and safe spaces where the surrounding built form provides frontage and natural surveillance over them;
- Design greenspaces to maximise biodiversity opportunities;
- Analyse the pedestrian and cycle movements of residents to determine the location of paths within spaces;
- Consider the sun path and shadowing within spaces to determine the most popular areas in sunny weather;
- Consider consolidating areas of greenspace/public space in large scale developments to create spaces which can accommodate a wider range of uses. This would also aid in creating focal points within developments;
- Create well-lit spaces, with public seating

and areas of hard landscape elements along desire lines;

- Take into consideration maintenance when designing greenspaces; and
- Consider community engagement when designing greenspaces to help ensure its success and create a sense of ownership

### We advise that you avoid:

- Creating open space as an afterthought following highway and block development;
- Locating open spaces in isolated areas which have limited/no natural surveillance, in particular to the rear of properties;
- Providing small strips of landscaping and verges as amenity greenspace;
- Classifying heavily engineered and/or inaccessible SUDS as amenity greenspace;
- Creating areas with a lack of ownership that result in unclaimed spaces that attract anti-social behaviour;
- Providing greenspaces which are disconnected from the wider green infrastructure network; and
- Creating greenspaces which offer no biodiversity benefits.



**Amenity greenspace** (Elba Park, Sunderland)

## Urban trees

5.19 There are multiple social, environmental and ecological benefits to providing trees within urban areas including; flood mitigation, improving air quality, noise reduction, urban cooling, carbon capture, traffic calming, increasing physical activity, supporting biodiversity, and increasing property values. Trees also play a significant aesthetic role helping integrate new developments into existing ones by contributing to the character of an area and creating a local identity.

### We advise that you

- Include existing trees into designs, where possible, to maximise impact and create a sense of maturity;
- Incorporate tree planting into designs from an early stage and plan for their long-term existence to ensure the right tree for the right place;
- Include new tree planting in public spaces, verges and in private gardens. Tree planting within highway verge will be considered suitable on the basis of:
  - The planting will not interfere with visibility splay provision at junctions to the detriment of highway safety;
  - The planting will not interfere with the provision of utility apparatus located within the highway verge including gas, water, electric, telecommunications and street lighting;
  - Appropriate management and maintenance arrangements are put in place to ensure tree canopies are maintained and do not overhang carriageway to the detriment of highway safety; and
  - The landscape areas and tree planting will need to be maintained through a committed sum arrangement with the Local Authority or through a licence arrangement with the developer.
- Provide tree lined streets;
- Take opportunities to plant larger native species of trees with a long lifespan such as, Oak and Lime, in key spaces where they will have space to grow to full maturity;
- Explore options for tree pits to provide on-

site water attenuation;

- Plant trees to aid in creating green corridors to support habitats;
- Position trees to provide solar shading and natural breaks in wind speed;
- Ensure trees planted within highway verges do not impact on visibility splays at junctions;
- Provide native species;
- Provide a range of species on an individual site to establish diversity that has the potential to withstand new diseases that may develop among particular tree species;
- Consider the impact trees will have, once established, on views between the public realm and neighbouring properties for natural surveillance;
- Position trees to allow for enough space for their growth and consider any associated future conflicts e.g. underground utilities; and
- Establish who will be responsible for maintaining trees within adopted highway verges.

### We advise that you avoid:

- Solely relying on trees planted in front gardens for the creation of tree lined streets as future residents may remove them.



Street trees.

## Sustainable Urban Drainage Systems (SUDS)

5.20 SUDS are an integral element of residential developments and can take many forms from permeable paving, green roofs, rain gardens, basins, ponds and swales. The types of SUDS that will be appropriate will depend on the location of the development as well as load and soil conditions of the individual sites. Within new residential developments SUDS should be designed to provide multiple benefits including landscape quality, recreation, visual amenity, environmental and ecological whilst managing water appropriately.

5.21 The guidance within this document relates to designing SUDS to provide multiple benefits within new residential developments only and should be considered alongside any technical specifications. Developers should seek advice from the LLFA in determining the suitability of SUDS for individual development sites.

### We advise that you

- Consider SUDS features at the earliest stages of the site design;
- Design SUDS to create valuable and useable amenity spaces for residents to enjoy;
- Design SUDS into green spaces and the public realm that work well when both wet and dry to provide valuable and useable community recreational space as well as important environmental infrastructure;
- Design SUDS to respond to local context i.e. in higher dense areas SUDS with hard edges can be more appropriate whereas within rural areas SUDS should have a more natural feel with softer edges;
- Complement the overall landscape character and urban design of new developments;
- Consider using SUDS to naturally irrigate trees and green areas;
- Carefully consider existing ecological conditions and design SUDS to protect or

enhance any designated areas of nature conservation, protected species or important habitats;

- Design SUDS to complement and improve the ecology of an area;
- Support local biodiversity through the inclusion of appropriate plants, trees or other vegetation;
- Consider long-term maintenance when proposing the creation of habitats within SUDS;
- Consider opportunities to educate and engage local communities about water management; and
- Allow residents to connect with water.

### We advise that you avoid:

- Using heavily engineered SUDS solutions as amenity greenspace provision;
- Providing SUDS with no added landscape, amenity or ecological benefits; and
- Steeply sided or fenced holes in the ground.



SUDS. Detention basin (susdrain)

## Biodiversity

5.22 Natural spaces such as parks, gardens and woodlands within urban areas can support a range of wildlife. Trees and hedges within urban areas also provide important connectivity between isolated pockets of fragmented habitats and mitigating the negative effects of urbanisation for species such as bats. Proposals should demonstrate how the design of the site addresses any biodiversity or ecological assets that are present and provides biodiversity net gain where appropriate

### We advise that you

- Submit a Preliminary Ecological Assessment of habitats and protected/notable species with planning application together with any additional relevant protected species surveys and assessments;
- Check for existing habitat value and preserve and incorporate existing habitats such as wetlands, waterways and water bodies, woodlands, semi-natural/natural grasslands and biodiverse brownfield sites;
- Satisfy the Habitats Directive for all new residential development within 5km of Durham Coast SAC, the Northumbria Coast SPA/Ramsar, by ensuring the proposal will not have any adverse effects;
- Consider protected and local priority species as part of any proposal;
- Retain and enhance existing woodland, hedgerows and other vegetation where feasible;
- Create habitats to enhance the area for priority species;
- Provide new habitats in close proximity to either existing habitats or alongside new areas of habitat to assist in the creation of steppingstones or wildlife corridors which link priority habitats together and aid the movement of local wildlife throughout the area;
- Provide movement or feeding corridors for wildlife, such as hedgehog highways and bird boxes;
- Create and connect to wildlife corridors networks through linking areas of open space in large scale developments;
- Include urban trees which can support rich

and biodiverse communities, providing food resources, shelter and nest sites for wildlife;

- Provide suitable buffers between proposals and designated sites and/or established natural features of sites (e.g. hedge rows, mature tree belts) to help offset the impact of development and prevent the sites becoming isolated in the landscape. Buffers will:
  - Allow a smooth transition between development and natural features;
  - Have natural surveillance provided from neighbouring properties fronting onto them;
  - Provide corridors for wildlife movement;
  - Allow for informal recreational movement; and
  - Be of a scale relevant to the designation/feature
- Provide infrastructure and site management which is sensitive to protected and priority species requirements;
- Design lighting which does not encroach/spill into designated sites or their buffers; and
- Design SUDS and new wetlands to complement and enhance species and habitats present in the area.

### We advise that you avoid:

- Using designated sites as public open space; and
- Relying on disconnected rear gardens, artificial lawns and mown gardens which provide no wildlife benefit.



**Biodiversity:** Purple Sandpiper

## Space around the home

5.23 The Council will assess the external distances based on the below standards. These apply to all residential developments within the City. A reduced distance may be considered within a new residential development where the developer can demonstrate this will assist in creating a variety of streets or a high-quality contemporary urban development.

Main facing windows (living rooms, kitchens and bedroom)	
1 or 2 Storey	Minimum of 21m from any point of facing windows.
3+ Storeys	26m + 5m for each additional storey over 3. * Developments of more than 4 storeys will be considered on their individual merits having regard to a fully detailed analysis of spacing, sunlight and daylight.
Main windows facing side or end elevation (with only secondary window or no window)	
1 or 2 Storey	Minimum of 14m from any point of main window.
3+ Storeys	19m + 5m for each additional storey above 3

### End elevations facing each other without main windows

1 or 2 Storey	Minimum of 2m.
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### Position of dwellings in relation to adjacent developable land:

#### > with main windows

1 or 2 Storey	The distance from the boundary shall not be less than 10.5m.
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3 Storeys	Elevations with main windows minimum of 13m from the boundary.
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Above 3 Storeys	13m + 2.5m for each additional storey above 3 from the boundary.
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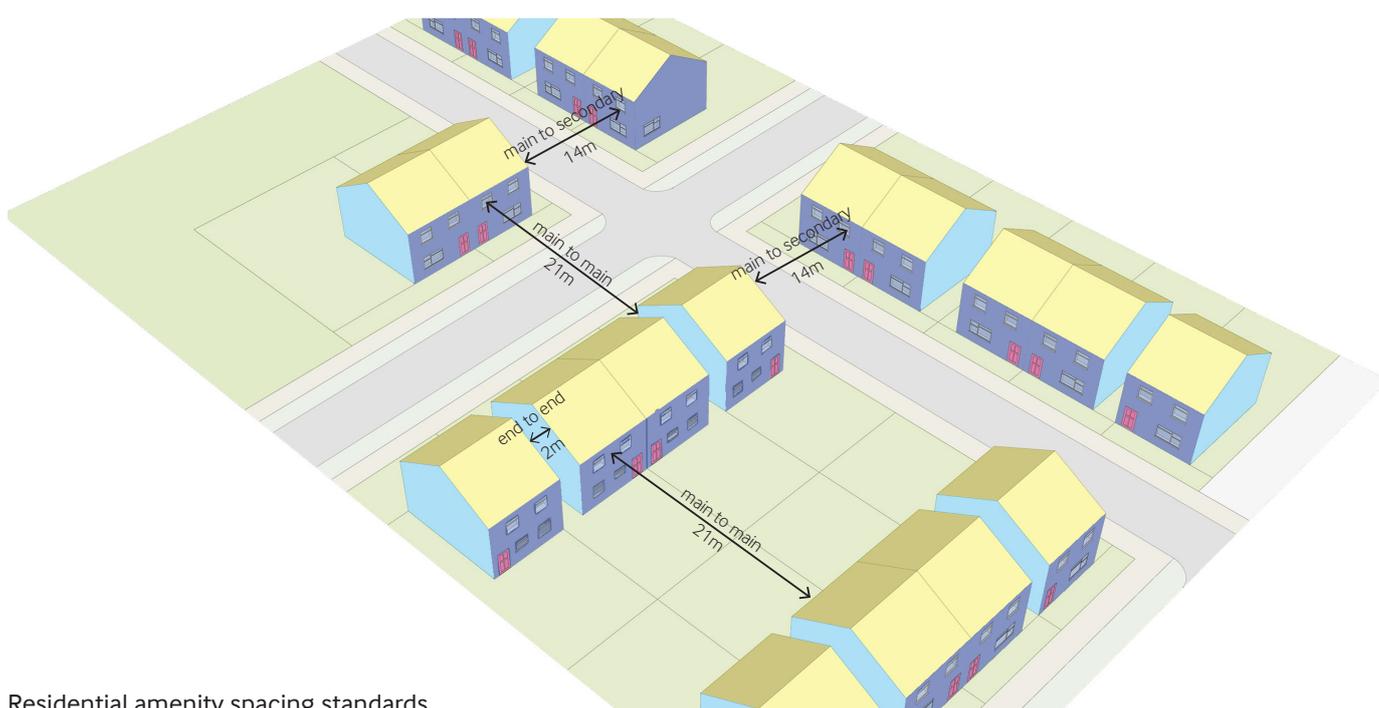
#### > end or side elevations without main windows

1 or 2 storey	Minimum of 7m from the boundary
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3 Storeys	Minimum of 9.5 metres from the boundary.
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Above 3 Storeys	12m + 2.5m for each additional storey above 3 from the boundary
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**For every 1m in difference of ground levels add 2m to the horizontal difference.** e.g. if the difference in plot level is 1m then the minimum distance between the main facing window and the side or end elevation should be 16m



Residential amenity spacing standards

# 6.0 Designing streets

6.1 This section sets out additional criteria on the aspects of street design. It will ensure the creation of well-designed streets for all.

## Design streets not roads

6.2 The way in which the movement network is provided within developments is central to creating an easily accessible and safe community and will influence the overall design of an area. Streets serve many different roles; as the setting of homes, places to meet neighbours, informal play, walking, cycling, parking and the circulation of traffic. Interaction between the users is inevitable and rather than attempt to separate the users it is better to design streets which encourage their responsible use by all. This section should be read in conjunction with Manual for Streets (DfT 2007).

### We advise that you

- Provide a well-connected and permeable network of streets that promotes walking, cycling and public transport journeys;
- Provide safe, well-lit, attractive and direct routes to key destinations to encourage walking and cycling;
- Design streets with adequate levels of natural surveillance and activation through:
  - Ensuring layouts are designed to provide buildings fronting onto the street
  - Providing animated streets where, properties have ground floor windows of habitable rooms overlooking streets and public spaces and front entrances, porches, balconies and bay windows face the street
- Design buildings and streets to complement one another i.e. the sense of enclosure;
- Align streets to enhance views to landmarks;
- Create interesting and varied streets and spaces through juxtaposition of heights, densities and widths;
- Share street spaces fairly between pedestrians, cyclists and motor vehicles (BfHL 2020);

- Consider the movement of pedestrians and cyclists at junctions with tighter corner radii on lower speed streets;
- Design pavements wide enough to encourage pedestrian movement including those with limited mobility;
- Take account of the full range of users;
- Include tree planting and landscaping within the streetscape to create attractive environments and create a distinction between different street types;
- Include multi-user routes for pedestrian, cycle and equestrian activities, where appropriate, the routes should be a minimum of 3m in width and contain a 1m verge on either side; and
- Reduce vehicle speeds led by reducing forward visibility, physical and optical narrowing and changing surface materials.

### We advise that you avoid:

- Over-wide street widths which do not relate to the built form;
- Giving little attention to pedestrians in the design of streets;
- Streetscenes dominated by car parking;
- Designing streets with traffic calming measures which are at the expense of pedestrian and cycle movement; and
- Providing streets which are primarily designed around waste collection vehicles.



Active streets

## Streets for all

- 6.3 Design equitable streets which take into consideration all users including people with pushchairs, toddlers, older residents, cognitive impairments, physical disabilities and mobility issues.

### We advise that you

- Ensure safe inclusive crossing points;
- Provide appropriate footpath widths to accommodate all users;
- Provide footways which are level and unbroken;
- Design streets to prevent cars parking on pedestrian surfaces;
- Provide clearly distinguishable front entrances;
- Include resting spaces;
- Ensure routes are clear of obstacles; and
- Provide wayfinding methods for partially sighted or blind people when including shared surface e.g. contrasting materials, tactile paving.

## Enclosure

- 6.4 Proposals should provide a hierarchy of buildings and spaces to emphasise key locations and contribute to the character and legibility of the townscape. The level of enclosure of streets and spaces is defined by their width and the scale of buildings on their edges. The level of enclosure influences the character and feel of a place where more enclosed streets and spaces create more interesting places.

### We advise that you

- Use a variety of street widths and levels of enclosure to create character and hierarchy within a development;
- Provide enclosed streets and spaces which are well overlooked by buildings which front onto them;
- Enliven and create interesting streets and public spaces through providing active frontages, ground floor natural surveillance, front doors and balconies;
- Consider the level of setback to ensure it responds to the scale of the street; and
- Consider the activities taking place within streets when determining the level of enclosure.

### We advise that you avoid:

- Over reliance on front-of-plot parking which can create wide streets dominated by cars.



**Shared surface:** Material changes

## Street types and hierarchies

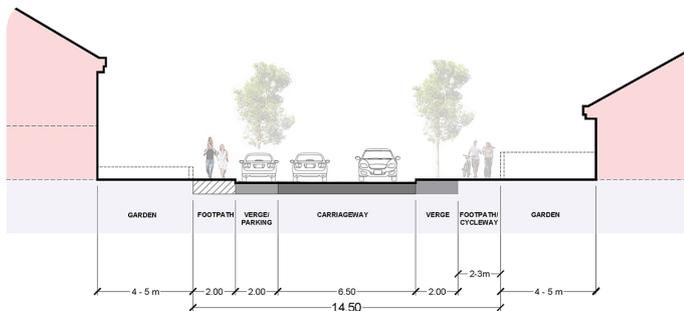
6.5 Large-scale residential developments are likely to include the creation of a variety of residential street types. The inclusion of an easy to interpret route hierarchy will provide a legible development each having different design characteristics in terms of function, width, enclosure ratio, built form, landscaping and frontage details. This section does not establish a set standard of street widths as a variety of widths can work dependent on the type and scale of buildings on either side.

### We advise that you

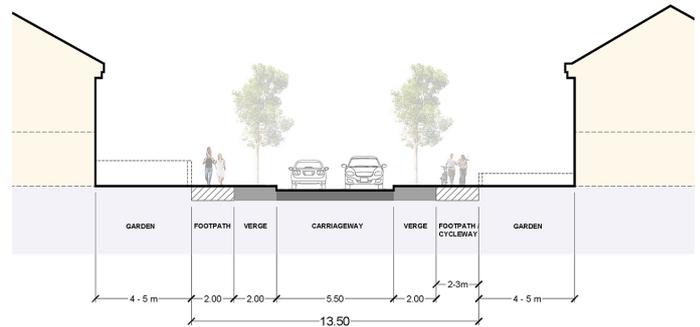
- Provide a street hierarchy across large scale developments;
- Ensure each street type takes into account their role and function in the hierarchy;
- Design a street hierarchy which is relevant to the varying characters and locations within the development;
- Describe your design approach to streets and include street section drawings within applications; and
- Ensure residential streets which require new bus services are wide enough to accommodate their movement and design residential parking to not obstruct their movement.

### We advise that you avoid:

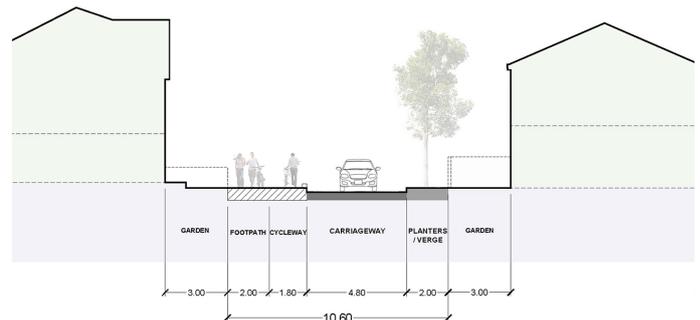
- Providing a uniform street type across large-scale developments; and
- Providing shared private drives as a form of shared surface street typology.



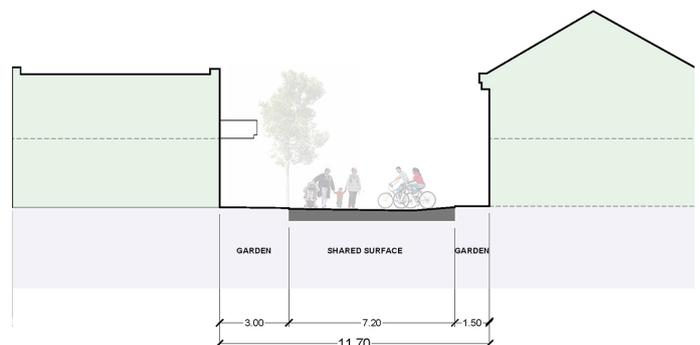
**Primary street:** Wider carriageways, accommodate bus movement, segregated cycleways or multi user routes, wider pedestrian pavements, landscaped verge, tree lined, narrow property setback.



**Secondary street:** Carriageways accommodate two-way vehicle movement, clearly designated cycle-ways, pedestrian pavement, landscaped verge, tree lined, moderate property set back.



**Tertiary streets:** Focused on pedestrian and cycle movement, narrow carriageway, landscaping, tree lined, moderate to substantial property set back.

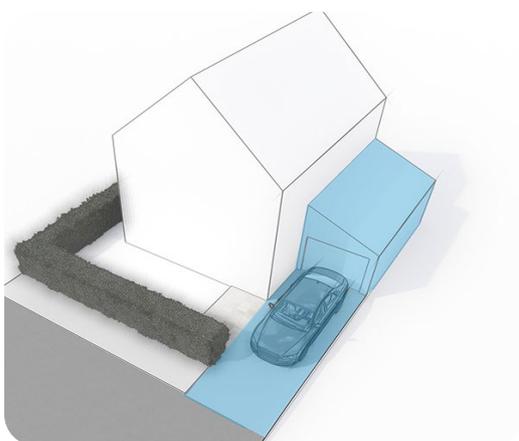


**Shared surface:** Very low vehicle speeds, designed around pedestrian and cycle movement, lack of structure to highway and pavements, provide access for small groups of homes, landscaping and tree planting incorporated in space, limited/no visible parking, varied setbacks

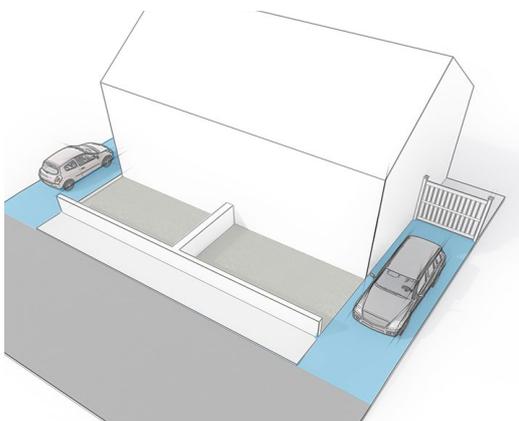
## Parking

6.6 Vehicle parking is a significant issue for new residential development having a major impact on how a place will look, feel and function. Design proposals will need to balance the need for convenient, safe and accessible parking with-out being detrimental to the streetscene and the creation of place. The Council's residential parking standards are set out within Appendix 1 and 3 of this document.

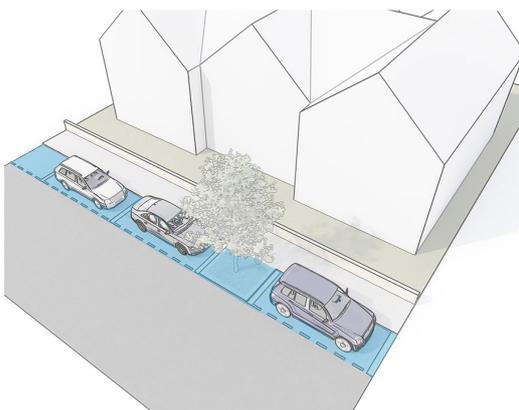
**Side garages or car ports:**  
Set back from primary building line.



**Side driveways:**  
recessed parking reduces dominance of parked vehicles.



**On-street parking:**  
Includes landscaping to enhance streetscene.



## We advise that you

- Locate parking in well-lit areas which have adequate levels of natural surveillance provided from the front of properties;
- Include parking designs which do not dominate the streetscene;
- Provide a range of parking solutions:
  - On-street allocated;
  - Un-allocated on street visitor parking;
  - On-plot including drives and garages;
  - Undercroft; and
  - Courtyard.
- Provide on-plot parking to the side of properties or set back from the primary building line;
- Carefully consider the size, positioning and treatment of garages;
- Locate garages behind the primary building line;
- Use landscaping and tree planting to break up on-street parking;
- Provide on-street parallel parking as opposed to perpendicular which can weaken the sense of enclosure;
- Locate courtyard parking in areas with high levels of ground floor natural surveillance;
- Include electric vehicle charging points; and
- Include cycle parking in safe, convenient locations.

## We advise that you avoid:

- Developments which are dominated by parked vehicles;
- Under providing which can result in inappropriate parking on pavements/public spaces;
- Over reliance of one form of parking solution;
- Including house types with integrated garages in front of the primary building line which results in dull and inactive frontages;
- Providing parking in front of properties, where this unavoidable it must be accompanied by an element of landscaped front garden;
- Locating parking to the rear of properties and/or areas with no/limited natural surveillance;
- Groupings of more than three on-street parking bays; and
- Locating garages at gateways and entrances.

## Cycle storage

6.7 New residential development should include cycle storage facilities. The most appropriate form of cycle storage will be dependent on the type of residential development being proposed.

### We advise that you

- Take account of the need for at least a 2m circulation space;
- Consider that providing cycle storage within garages must not prevent them from being used for their primary purpose;
- Provide secure and covered cycle storage in rear gardens of larger properties;
- Use bespoke solutions for smaller dwellings e.g. vertical cycle storage adjacent to front doors or as part of recessed porches;
- Locate internal storage areas as near as possible to a main point of access to prevent the need to bring cycles into living spaces; and
- Provide communal cycle parking facilities in secure, indoor, ground floor locations.

### We advise that you avoid:

- Providing cycle storage in hallways, balconies and terraces.



**Cycle store:** indoor secure storage

## External storage

6.8 The storage and collection of refuse and recycling must be carefully considered so as not to visually detract from the overall appearance of the development. All residents must be provided with adequate internal and external storage and be able to dispose of household waste conveniently.

### We advise that you

- Provide adequate storage space for refuse and recycling containers within either a property boundary or shared space;
- Allow flexibility to adapt to new waste segregation and storage requirements given that waste policies are likely to change over the duration of the development;
- Provide adequate space to manoeuvre bins to collection points;
- Locate dedicated bin stores to the front of properties through either a holding space or free-standing store with adequate screening;
- Locate shared bin stores within easily accessible locations;
- Have minimal impact on the streetscene;
- Ensure free standing storage relates to the overall design of the built form;
- Provide communal refuse stores in easily accessible locations;

- Ensure ease of access to the front street where storage is located to the rear of properties; and
- Consider what residents and visitors will see as they approach the home and the appearance of the development on collection days.

### We advise that you avoid:

- Locating communal/shared refuse stores at key view terminus points;
- Storage which would visually detract the streetscene;
- Storage which blocks thresholds/entrances; and
- Shared rear access paths to mid terraces unless access meets secure by design standards.



**Refuse store:** Screening provided which relates to building

# 7.0 Detailed design aspects of residential developments

7.1 This Chapter sets out additional guidance on the detailed design aspects of residential developments.

## Façades and detailing

7.2 The arrangement and proportions of individual elements of a building façade are an integral part of the overall quality of the building. The placing, orientation, sizing and proportions of windows and door openings contributes to the overall appearance of a new building. To achieve quality, these individual elements need to be well designed and arranged in a way which is coherent and relates to the rest of the building. Well-proportioned façades with generously sized windows are often the hallmark of well-designed homes.



**Well proportioned windows** (Beechwood Village, Basildon).



**Generously sized openings** (The Gables, Liverpool).

7.3 A well-designed facade can be the difference in how well a new building integrates with its context. A contemporary building of contrasting materials and architectural style can still be made to harmonise with its traditional neighbours through its façade.

7.4 The Council does not wish to stifle good design and it may be acceptable for a proposal to create a new visual language where the design quality is exceptional.

## We advise that you

- Create designs which represent the distinctiveness and best qualities of the local area, yet contains elements which reveal it to be contemporary;
- Provide well-balanced, well-proportioned façades with generously sized openings which allow more light into homes and increase natural surveillance;
- Give careful consideration to the location, orientation and size of windows;
- Design windows to be vertically and horizontally aligned;
- Explore opportunities to recess and protrude windows to add architectural interest to façade designs;
- Design entrances to be easily located, regularly spaced, and have greater prominence over secondary entrances such as garage doors;
- Design porches/hoods as an integral part of the building fabric;
- Consider how the building's composition will be viewed at close range and from afar;
- Carefully consider the size and quality of sills and lintels;
- Consider the treatment of window and door surrounds as well as rainwater goods.
- Design homes to face the street and 'turn corners'; and
- Maximise the transparency of the ground floor by allowing light from within the home to spill out, connecting the inside and the outside of the home.

### We advise that you avoid:

- Creating house types with small windows and/or relatively few windows;
- Designs which results in dull/bland buildings;
- Elevations facing the street with blank inactive façades;
- Poorly executed pastiche designs that neither add new qualities, nor successfully match the quality of older traditional buildings;
- Irregular compositions or asymmetrical elevations unless a strong, well-conceived architectural composition is provided;
- Designing the frontage of properties primarily around car parking facilities; and
- Mono-pitched and flat roofs which conflict with the predominant roof form of the area.

### Corner treatment

7.5 The use of perimeter block layouts leads to instances of properties located on corners. If treated well, corners will help increase natural surveillance and maintain continuity of frontage. To ensure there is adequate activation and frontage and to remove instances of blank elevations fronting onto the public realm, the inclusion of specifically designed corner turning properties will be required.



**Corner turning house type:** Dual aspect property

### We advise that you

- Provide corner turning house types distinguishable through the inclusion of dual aspect frontage with detailing and ground floor fenestration included on two adjacent sides;
- Angle properties to face onto the corner; and
- Maintain residential amenity spacing standards.

### We advise that you avoid:

- Repeating the same corner turning house type multiple times within a scheme; and
- Locating standard house types on corner plots which provide unacceptable blank and inactive frontages on to the public realm.



**Detailed side elevation** (Marmalade Lane, Cambridge).

## Landmark buildings

7.6 Landmark buildings should be used to define key gateways and provide points of reference to enhance wayfinding. The buildings should be defined through an alternative approach to architectural style which makes the building stand out from the other house types.

### We advise that you

- Incorporate landmark buildings at gateways and key view terminus points;
- Create landmark buildings which are defined through an alternative approach to architectural design which makes the building stand out from other house types;
- Provide landmark buildings which find their distinction in a variety of ways:
  - Increased scale;
  - Alternate architectural detailing;
  - Roofscape; and
  - Materials.

### We advise that you avoid:

- Providing 'landmark buildings' which only differ in scale from the surrounding built form; and
- Using the same landmark building throughout large scale developments

## Designing gateways

7.7 Residential development should include gateways which provide a clear point of arrival to the neighbourhood and strengthens the sense of place.

### We advise that you

- Create gateways at the entrance to sites which include:
  - Landmark buildings;
  - Distinctive high quality soft or hard landscaping; and
  - Public art, where appropriate.
- Use high-quality materials.

### We advise that you avoid:

- Providing standard house types at gateway locations.



**Gateway:** Landmark buildings and landscape features create a gateway entrance (Goldsmith View, Norwich).

## Materials

7.8 Materials have a major impact on the character and appearance of residential neighbourhoods. They affect how people feel about a building which in turn impacts on levels of care and creating a sense of ownership. Deciding on the appropriate colour, texture and bond of materials for buildings and spaces is critical in ensuring the creation of new high-quality residential developments. The materials chosen will also impact on how well developments fit within their surrounding context.

### We advise that you

- Produce a materials pallet based upon the surrounding context of the site;
- Include traditional materials such as brick, natural stone, slate and tiles, where appropriate;
- Use contemporary materials within high quality and innovative housing developments;
- Ensure materials are appropriate to the detailed design of house types;
- Provide a continuity of materials to create legible architecture.
- Consider how easy it will be for dwellings to be personalised by the occupier;
- Provide high quality, robust, and low maintenance materials;
- Ensure individual buildings materials are co-ordinated to fit within the context of the wider street, block and neighbourhood;
- Ensure hard landscaping reflects the architectural character of the surrounding buildings;
- Use natural materials for high quality hard landscaped spaces;
- Incorporate patterns of floorscape which enrich the urban form and enhance the architectural character;
- Include alternative materials for pavements and driveways to help break up the streetscape;
- Provide surface materials which are suitable for use by disabled people;
- Use materials for carriageways and pavements which are appropriate to their

function within the street and to the character of the area; and

- Introduce material changes which have a clear rationale to make places recognisable and increase legibility.

### We advise that you avoid:

- Too many changes in materials;
- Repeating the same material changes over-and-over again street-by-street which reduces distinctiveness;
- Using patterns that may create visual confusion and potential hazards for visually impaired users; and
- Using the same colour tarmac for driveways, footways and highways has the effect of making the street feel wider and out of scale with pedestrians.



**Materials:** Brick detailing (Horsted Park, Kent)



**Materials:** Contrasting materials is co-ordinated throughout development (Derwenthorpe, York)

## Building line, defensible space and private amenity space

7.9 The set back of the building relates to the distance between buildings and the pavement/highway. The level of setback proposed is important in influencing the character of the street and the overall sense of relationship between the built form and the public realm, it also allows for an area of defensible space between properties and the street.

7.10 Defensible space is important as it creates a buffer between the private frontage and the public street. It creates a sense of ownership for residents. The level of defensible space will be determined by the type of development e.g. narrow space in high density urban neighbourhoods.

### We advise that you

- Create a strong building line to create a sense of enclosure, define streets and public spaces whilst ensuring a positive interface between the built form and public realm;
- Consider the inclusion of occasional instances of stepping the building line back to aid in creating an interesting street scene;
- Ensure the front of the development faces towards the street to establish and reinforce territory and ownership;
- Ensure the provisions of enough defensible space to create a sense of security;
- Include spaces in front of homes such as gardens or shared courtyards;
- Design and create defensible space for all properties, regardless of tenure;
- Design the depth of defensible space based on its rural, sub-urban or urban setting, with deeper front gardens to homes in rural settings;
- Use porches, window boxes, focal lighting or a different ground treatment to mark the transition from public to private space in higher density developments;
- Provide the opportunity for people to take ownership of their defensible space through

flexible design i.e. include planters and/or soft surfaces appropriate for planting;

- Provide private outdoor amenity space for all types of residential development;
- Vary the depth of outdoor private spaces depending on the rural, sub-urban or urban context of the site;
- Consider the inclusion of fully or partially recessed patios, terraces and/or balconies which enjoy protection from the elements; and
- Design out public access to the rear of properties.

### We advise that you avoid:

- Front doors opening directly onto the street; and
- Using standard garden depths across different areas of the city irrespective of the local grain and character of that area.



**Narrow set back:** Urban developments



**Large set back:** Sub-urban development

## High density urban living

7.11 High density residential developments in the urban core will be designed differently to those within suburban and rural edge locations.

### We advise that you

- Design entrances which are easy to find, are architecturally defined and appropriately scaled;
- Design main entrances to give priority to active modes of travel over motor vehicles;
- Design access points that are well connected to nearby public transport, amenities, landmarks and cycling routes;
- Scale buildings to relate to their surrounding context;
- Consider the relationship between the development and neighbouring non-residential uses;
- Create house types which respond to the urban context through providing a contemporary architectural vernacular;
- Provide a fine urban grain which creates a varied street scene and strong sense of enclosure;
- Provide active edges to all sides of the development and avoid blank elevations;
- Reduce the overall massing of proposals through maintaining a vertical emphasis to structures and the inclusion of vertical elevational features and detailing;
- Ensure ground floor activation and natural surveillance to engage passers-by and create visual links between inside and outside;
- Balance high density developments with the provision of high quality public open spaces and public realm;
- Provide a public realm which offers a variety of uses, including soft and hard landscaping; these may include communal gardens and pocket parks;
- Include a small area of defensible space to each property;
- Include planting, texture and seating to create a pedestrian friendly development;

- Include micro-scale green spaces as well as green walls and roofs;
- Provide private amenity space for each unit, this could include:
  - Roof gardens;
  - Terraces;
  - Balconies; and
  - Traditional rear gardens
- Provide private amenity spaces which are large enough to fit the furniture needed for the maximum number of intended residents to sit comfortably;
- Consider communal cycle storage where on plot provision is unachievable;
- Ensure car parking does not detract from the streetscene;
- Include home zones or shared surfaces which encourage multifunctional spaces; and
- Use contemporary innovative materials.

### We advise that you avoid:

- Low density developments and standard typologies which do not respond to the needs of the site; and
- Designing spaces which allow for inappropriate car parking.



**Urban living:** Contemporary architecture with a high quality public realm (Riverside Sunderland Maserplan)

## Tall buildings

7.12 Proposals for tall buildings require additional design assessments as their impact is likely to be significant. In the right place, tall buildings can make positive contributions to city life, can serve as beacons of regeneration, and stimulate further investment. However, by virtue of their size and prominence, such buildings can also harm the qualities that people value about a place. This guidance purposefully offers no exact definition of a tall building as context is all important and will be determined on an individual case basis.

### We advise that you

- Use the highest standards of design;
- Use architectural detailing to reduce massing;
- Respond to context in terms of scale and urban grain;
- Consider the existing natural topography;
- Assess visual impact in terms of townscape setting and long distant views;
- Positively contribute to the skyline;
- Consider the proportions and silhouette created;
- Consider the relationship between the proposal and other structures;
- Design lower floors to integrate with adjacent buildings. A recess line, or shoulder, at the prevailing height of neighbouring buildings can help achieve this, as well as provide relief from the overall mass of the building;
- Explore opportunities to offer improved pedestrian and cycle linkages, where appropriate;
- Provide appropriate parking and servicing arrangements;
- Consider shadowing and other climatic considerations such as wind;

- Carefully consider the micro-climate around the base of tall buildings, with landscape and trees designed to reduce wind speeds; and
- Assess the visual impact from both the perspective of townscape setting, and in terms of long-distance views.

### We advise that you avoid:

- Providing tall buildings which do not respect the surrounding context;
- Having a negative impact or block key views; and
- Using low quality materials.



**Facade detailing:** Reduce massing (The Nightingale Estate, London)



**Tall buildings:** Ground floor detailing, considering the human scale (Belle Vue, London)

## Modern Methods of Construction

7.13 Modern Methods of Construction (MMC) is a wide term, embracing a range of offsite manufacturing and onsite techniques that provide alternatives to traditional house building. MMC ranges from factory-built volumetric modules, through to the use of innovative techniques for laying concrete blockwork onsite (NHBC Foundation).

7.14 Modular housing built using modern methods of construction (MMC) offer benefits such as reducing on-site waste, streamlined construction methods, reduced environmental impacts and making challenging sites more viable. They also offer something different in terms of materiality and appearance and can provide housing which is adaptable to consumer needs. Pre-application engagement and early discussions on design will be of importance due to the difficulty of minor revisions being made late in the development process.



**MMC:** Custom build modular homes, all manufactured off-site (Beechwood, West, Essex)

## Smarter homes

7.15 The Council welcomes the inclusion of innovative forms of technology to provide 'smart homes' and create sustainable low carbon developments within the city.

### We advise that you

- Include within smart homes:
  - Electric vehicle charging points;
  - Smart devices within the home;
  - Superfast broadband connections fitted as standard;
  - Green roofs/living walls;
  - Renewable technology/energy and low carbon decentralised energy schemes; and
  - Prudent and efficient use of natural resources and material.
- Ensure principles behind eco-friendly, low carbon development are fully explored and integrated into developments.



**Smart homes.**

## Sustainability

7.16 Sunderland is committed to playing its part in tackling climate change in helping to achieve the national target to cut carbon dioxide emissions by 80% by 2050. The Council declared a climate emergency in March 2019 and is seeking to deliver carbon neutrality by 2030. Residential developments have a key role to play, sustainable design and construction will assist in reducing the impacts of climate change and ensuring that new neighbourhoods are resilient to the potential effects.

## Fabric first

7.17 Much of the focus of improving the energy efficiency of new buildings is on the building fabric itself and energy technologies. Fabric First is an approach to design which maximises the efficiency of the components and materials that make up the fabric of the building. Fabric First can be considered alongside the use of renewable technologies.

## We advise that you

- Consider the form that a new development takes, detached dwellings will be much less efficient than a mid-terrace;
- Orientate properties to correspond with the sun path;
- Ensure new homes are designed to achieving thermal comfort without the need for mechanical space heating and cooling. e.g. good levels of insulation, air-tight windows and doors;
- Optimise natural ventilation through having openable windows;
- Provide air-tight, well-insulated homes which prevent heat loss and do not compromise indoor air quality;
- Avoid excessive solar heat gain;
- Consider using smart glazing systems in south facing windows;
- Overhanging eaves on south facing elevations will shade windows and walls;

- Reduce the use of new materials and the environmental impacts connected to their production; and
- Plant deciduous trees which create relief from the sun in summer without blocking out winter sun.

## We advise that you avoid:

- Creating north facing habitable rooms which can make the home cold in winter.

## Renewable energy sources

7.18 Implementing renewable and low carbon energy is an important part of the response to the challenges of both climate change and security of energy supply. The inclusion of renewable and low-carbon decentralised energy is an important component of meeting carbon reduction targets and should be explored for new residential developments.

Renewable Technologies can include:

- Solar Photovoltaics (PV Panels): capture the sun's energy using photovoltaic cells;
- Solar Hot Water Heating: The conversion of sunlight into renewable energy for water heating;
- Mechanical Ventilation with Heat Recovery: extracting stale warm air and passing it through a heat exchanger;
- Ground source heat pumps (GSHPs) use pipes which are buried to extract heat from the ground.
- District Heat Networks (larger developments): A system for distributing heat generated in a central location through a residential development for internal space or water heating;
- Wind Energy Development: Wind turbines require planning permission and consideration of wider impacts;
- Green Roofs and Walls: Green roofs and walls improve rainwater drainage and provide opportunities for increased biodiversity;
- Rainwater Harvesting: The collection, storage and distribution of recycled rainwater.

### We advise that you

- Consider the inclusion of renewable energy sources within developments;
- Use renewable sources appropriate to the scale of development;
- Consider the long-term energy production and cost of any on-site technologies;
- Embed the appropriate technologies into a

well-designed building fabric;

- Provide details of how any on-site energy production will be operated, maintained and potentially adapted over the life of the development;
- Consider the size, location and design of renewable energy scheme; and
- Provide screening, where appropriate.

### We advise that you avoid:

- Using renewable technologies which negatively impact residential amenity, heritage assets, biodiversity and the landscape.

# Section 4

Transport and parking standards

## 8.0 Transport and parking standards

- 8.1 This chapter sets out new parking standards. The revised car and cycle parking guidance includes:
- Residential Parking Standards
  - Non-Residential Parking Standards
- 8.2 The standards include requirements to provide a level of vehicle parking and cycle storage for residential and non-residential development. To future proof development, proposals should provide an appropriate level of electric vehicle parking and charging infrastructure for commercial and non-residential development to suit site specific requirements. For residential developments with off-street parking provided for residents; developers are encouraged to ensure new homes are capable of accommodating home charging point infrastructure for electric vehicles. Alternatively where off-street parking is not provided, developers are encouraged to provide communal charging point infrastructure at an appropriate location within the development. For non-residential developments, developers are encouraged to provide workplace charging point infrastructure for electric vehicles. Where appropriate, this can include publicly accessible charge points for uses such as retail and commercial developments.
- 8.3 An explanatory note (Appendix 3) provides applicants with clear guidance on the data required to complete Parking Standards questionnaires (Appendix 1 and 2). The accessibility questionnaire is to help developers consider how well the site location is connected to its surrounding area for walking, cycling and access to public transport. The note (Appendix 3) also provides guidance on parking layout, bays and dimensions. Applicants will be expected to take into consideration the guidance set out within the explanatory note and complete the relevant accessibility questionnaire and submit this in support of any subsequent planning applications. Where a prospective development achieves a low accessibility score, a supporting Transport Assessment should seek to improve accessibility and incorporate recommendations into development.
- 8.4 The Non-Residential Parking Standards have been updated to take into account the new Use Classes Order in England applicable from 1st September 2020. The emphasis is on providing a level of parking to suit the needs of the development and accessibility for public and sustainable transport based on location.
- 8.5 As part of revising guidance on parking provision, it revises the extent of the Central Parking Area to bring the Vaux element of Riverside Sunderland into the City Centre. A red line plan is included to show the new extents (Appendix 4). Development proposals will be expected to meet the updated parking standards set out within this SPD, unless otherwise agreed with the Local Highways Authority.

## Residential parking standards

Category	Accessibility Score		
	Low	Medium	High
Housing			
1 Bedroom	All levels - 1 per dwelling		
2-3 Bedrooms	2 spaces	2 beds -1 space 3 beds -2 spaces	1 space
4+ Bedrooms	3 spaces	2 spaces	2 spaces
Visitor parking	1 per 3 dwellings	1 per 5 dwellings	1 per 10 dwellings
Social housing			
	1 per dwelling	1 per 2 dwellings	1 per 5 dwellings
	All levels - visitor parking 1 per 5 dwellings		
Retirement housing			
	1 per 2 dwellings	1 per 3 dwellings	1 per 5 dwellings
	All levels - visitor parking 1 per 5 dwellings		
Sheltered housing			
	All levels - 1 per 3 dwellings		
	All levels - visitor parking 1 per 5 dwellings		
Student housing and HMO			
	1 per 3 beds	1 per 5 beds	1 per 10 beds
	All levels - visitor parking - 1 per 5 beds		

**No parking requirement for 1 space per 1 dwelling unit within the Central Area Parking Boundary (as defined in Appendix 4)**

## Non-Residential parking standards

Category	Car Parking			Cycling
	Accessibility Score			
	Low	Medium	High	
<b>E(a): Food retail</b>				
<500m <sup>2</sup> GFA	1 per 30m <sup>2</sup> GFA	1 per 50m <sup>2</sup> GFA	Case by case	1 per 100m <sup>2</sup> GFA
500m <sup>2</sup> GFA	1 per 15m <sup>2</sup> GFA	1 per 20m <sup>2</sup> GFA	Case by case	1 per 500m <sup>2</sup> GFA
Non-food retail	1 per 50m <sup>2</sup> GFA	1 per 75 m <sup>2</sup> GFA	Case by case	1 per 500m <sup>2</sup> GFA
DIY stores	1 per 50m <sup>2</sup> GFA	1 per 75m <sup>2</sup> GFA	Case by case	1 per 500m <sup>2</sup> GFA
Garden centre	1 per 50m <sup>2</sup> GFA	1 per 75m <sup>2</sup> GFA	Case by case	1 per 500m <sup>2</sup> GFA
<b>E(c), E(cii): Financial and professional services</b>				
	1 per 30m <sup>2</sup> GFA	1 per 50m <sup>2</sup> GFA	1 per 100m <sup>2</sup> GFA	1 per 100m <sup>2</sup> GFA
<b>E(b): Food and drink (cafe - restaurant)</b>				
	1 per 10m <sup>2</sup> GFA	1 per 20m <sup>2</sup> GFA	1 per resident staff	1 per 100m <sup>2</sup> GFA
<b>Sui Generis</b>				
Hot food takeaway	1 per 20m <sup>2</sup> GFA	1 per 50m <sup>2</sup> GFA	1 per resident staff	1 per 100m <sup>2</sup> GFA
<b>E(g), E(i): Office development</b>				
	1 per 30m <sup>2</sup> GFA	1 per 50m <sup>2</sup> GFA	1 per 200m <sup>2</sup> GFA	1 per 50m <sup>2</sup> GFA
<b>B2: General industry</b>				
	1 per 50m <sup>2</sup> GFA	1 per 100m <sup>2</sup> GFA	1 per 200m <sup>2</sup> GFA	1 per 100m <sup>2</sup> GFA
<b>Vehicle servicing/repairs</b>				
	3 per bay + 1 per 2 staff	Case by case	Case by case	1 per 2 staff
<b>B8: Storage/distribution</b>				
	1 per 100m <sup>2</sup> GFA	1 per 200m <sup>2</sup> GFA	1 per 500m <sup>2</sup> GFA	1 per 500m <sup>2</sup> GFA
<b>C1 Hotels</b>				
	1 per bed + 1 per 5m <sup>2</sup> GFA of public area	1 per bed + 1 per 10m <sup>2</sup> GFA of public area	1 per bed + 1 per 50m <sup>2</sup> GFA of public area	1 per 10 beds + 1 per 50m <sup>2</sup> GFA of public area
<b>C2: Residential institutions</b>				
Hospital	1 per bed + 3 per consulting room	1 per 2 beds + 2 per consulting room	Case by case	1 per 20 beds + 1 per 15 staff
Care home	1 per 5 residents + 1 per resident staff + 1 per 2 non-resident staff	1 per 10 residents + 1 per resident staff + 1 per 3 non-resident staff	1 per 20 residents + 1 per resident staff + 1 per 5 non-resident staff	1 per 5 staff
Training centre	1 per staff + 1 per 2 attendees	1 per 2 staff + 1 per 3 attendees	Case by case	1 per 10 staff + 1 per 20 attendees

Residential school	1 per staff + 1 per 5 students over 17yrs	1 per staff + 1 per 10 students over 17yrs	Case by case	1 per 10 staff + 1 per 20 students
<b>E(e): Medical health centre</b>				
	1 per practitioner + 3 per consulting room	1 per practitioner + 2 per consulting room	1 per practitioner	1 per 10 staff
<b>E(f): Crèche/day nursery</b>				
	1 per staff + drop off/pick up area to be agreed	1 per 2 staff + drop off/pick up area to be agreed	1 per 3 staff + drop off/pick up area to be agreed	1 per 10 staff
<b>F1(a): Education establishment</b>				
	1 per staff + drop off/pick up area to be agreed	1 per 2 staff + drop off/pick up area to be agreed	1 per 3 staff + drop off/pick up area to be agreed	1 per 10 staff + 2 per 10 pupils
<b>F1(b) Gallery/museum</b>				
	1 per staff + 1 per 50m <sup>2</sup> GFA of public area	1 per staff + 1 per 100m <sup>2</sup> GFA of public area	Case by case	1 per 10 staff + 1 per 100m <sup>2</sup> GFA of public area
<b>F1(e) Public/exhibition hall</b>				
	1 per staff + 1 per 10m <sup>2</sup> GFA of public area	1 per staff + 1 per 50m <sup>2</sup> GFA of public area		1 per 10 staff + 1 per 100m <sup>2</sup> GFA of public area
<b>F1(f): Place of worship</b>				
	1 per 5 seats	1 per 10 seats	Case by case	1 per 100m <sup>2</sup> GFA
<b>E(d), F2(c), (d): Assembly/leisure</b>				
	1 per staff + 1 per 5m <sup>2</sup> GFA of public area	1 per staff + 1 per 10m <sup>2</sup> GFA of public area	Case by case	1 per 10 staff + 1 per 100m <sup>2</sup> GFA of public area

# Section 5

## Advertisements

## 9.0 Advertisements

- 9.1 The planning system also serves to regulate the display of advertisements and other forms of signage, with the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 (as amended) providing the relevant regulatory framework. The Regulations allow for certain forms of advertisements and signage to be displayed without requiring 'express consent' from the Local Planning Authority. Advertisements not requiring express consent are usually allowed by the Regulations subject to certain conditions and limitations on the scale, form and nature of the display.
- 9.2 If you propose to display an advertisement, it is recommended that you firstly provide details of the proposal to the Council's Development Management team via its pre-application enquiry service, to determine if it can be displayed without the express consent of the Council. In addition, the Governments Outdoor Advertisements and Signs - A Guide for Advertisers provides a useful source for those proposing the display of advertisements. If a proposed advertisement does require express consent, it will be necessary to obtain advertisement consent from the Council before the advertisement can be displayed. This requires a formal application to the Council and details of the information required to be submitted with an application for advertisement consent can be found in the Council's Validation Checklist.
- 9.3 The Development Management team's pre-application enquiry service can also be used to obtain advice on the merits of an advertisement proposal where it is known to require advertisement consent.
- 9.4 Where an application for advertisement consent is submitted, the Council is only able to consider matters relating to the effect of the proposal on amenity and public safety, taking into account the provisions of its Core Strategy and Development Plan (including this SPD), insofar as they are material and any other relevant factors.
- 9.5 'Amenity' isn't exhaustively defined by the Regulations, but it does include visual and aural amenity and relevant factors can include the general characteristics of the locality, including the presence of features of historic, architectural, cultural or similar interest. In practice, "amenity" is usually understood to mean the effect on visual and aural amenity in the immediate neighbourhood of an advertisement, where residents or passers-by will be aware of it.
- 9.6 In assessing amenity, the Council will consider the local characteristics of the neighbourhood and assess whether a proposed advertisement is in keeping with these features. Proposed advertisements must therefore be of a scale and design which are appropriate to their location and setting. Regard will be given to the appearance and features of any building affected by a proposed advertisement, as well as the character, appearance and nature of the advertisement's surroundings. Greater flexibility on the scale and design of advertisements may be possible where the surroundings are primarily commercial or industrial in nature, whereas careful consideration will have to be given to proposals in primarily residential areas or historic environments.
- 9.7 Where an advertisement is proposed within a Conservation Area, regard will also be given to any specific design advice provided within the relevant Conservation Area Character Appraisal and Management Strategy (CAMS).
- 9.8 Where the illumination of an advertisement is proposed, it must be ensured that the method and brightness of any illumination is appropriate for its location. Additionally, if the

advertisement makes a noise, aural amenity would also be taken into account before express consent would be given.

- 9.9 Where an advertisement proposal will have a negative impact on amenity, because it does not relate satisfactorily to their surroundings, it is likely to be refused advertisement consent.
- 9.10 Consideration of 'public safety' will often relate to the effect of a proposed advertisement on road and pedestrian safety and in some cases, the safety of railways, docks, harbours, waterways and aircraft. With regard to road safety, advertisements located at places where motorists need to take more care, such as roundabouts, junctions, pedestrian crossings, bridges and level crossings, are more likely to negatively affect public safety. In addition, applications which impact on the strategic road network should review their proposal against guidance contained in this document, the Council's Local Plan as well as Government guidance including Annex A of DfT Circular 02/2013 'The Strategic Road Network and the Delivery of Sustainable Development'
- 9.11 Advertisements which, because of their location, design, size, means of display or means of illumination, would represent an obstruction to the visibility of motorists, would confuse motorists or would create a dangerous distraction to motorists are likely to be considered to harm public safety and so would be refused advertisement consent.

## **Digital displays**

- 9.12 Advertisement proposals involving digital displays are becoming increasingly common and when considering an application for such an advertisement, the Council will pay particular attention to the size and form of the display, including the level and type of illumination proposed and the frequency of

any changes in the display content. Careful consideration will also be given to the location and prominence of such displays, the design and appearance of any building affected by the display and the character and nature of the display's surroundings, including the scale and form of any other existing advertisements in the locality.

- 9.13 Where a digital display would have a detrimental effect on amenity because it would appear as visually intrusive or incongruous, it is likely that advertisement consent will be refused. To this end, it is unlikely that digital displays will be considered appropriate in primarily residential settings.
- 9.14 Digital displays can also give rise to significant road safety concerns and any proposals should be informed by the Council's 'Guidance for Digital Roadside Advertising' (see Appendix 5). Where a display will result in the safety of motorists and pedestrians being unacceptably compromised, it is likely that advertisement consent will be refused unless appropriate control measures form part of the proposals and agreed with the Local Highway Authority.

# Appendices

# 1 Residential accessibility questionnaire

Accessibility Questionnaire – Residential Development				
Application Reference:				
Site Description:				
Access Type	Criteria	Criteria Scores		Sub-Score
Walking distance from the centre of the site to facilities using a safe, direct route	Distance to nearest bus stop (via a direct, safe route)	<200m	5	
		<400m	3	
		<500m	1	
		>500m	0	
	Distance to nearest railway/metro station (via a direct, safe route)	<400m	3	
		<800m	2	
		<1.2km	1	
		>1.2km	0	
	Distance to nearest primary school (via a direct, safe route)	<200m	5	
		<400m	3	
		<600m	1	
		>600m	0	
	Distance to nearest food shop (via a direct, safe route)	<200m	5	
		<400m	3	
		<600m	1	
		>600m	0	
Cycling distance from the centre of the site	Distance to defined on- or off-road cycle route	<100m	3	
		<500m	2	
		<1km	1	
	Distance to the nearest secondary school	<400m	3	
		<600m	2	
		<1km	1	
		>1km	0	
	Distance to the nearest local centre	<1km	3	
		<2km	2	
		<4km	1	
	Distance to the nearest business park or employment concentration	<1km	3	
		<3km	2	
		<4km	1	
	Public transport	Bus frequency from the nearest bus stop (Monday to Saturday daytime)	15 minutes or less	5
			30 minutes or less	3
			>30 minutes	1
Other	Access to other basic services (GP, post office, library, bank and pub)	At least 3 within 400m	5	
		At least 3 within 800m	3	
		At least 3 within 1.5km	1	
	Access to a play area of park	<200m	5	
		<400m	3	
		<600m	1	
<b>Total</b>				<b>0</b>

## Accessibility Level

High: 35 - 45  
 Medium: 20 - 34  
 Low: 0 - 19

## 2 Non-residential accessibility questionnaire

Accessibility Questionnaire – Non-Residential Development				
Site Location:				
Site Description:				
Access Type	Criteria	Criteria Scores		Sub-Score
Walking	Distance to the nearest bus stop from the main entrance to the building (using a direct, safe route)	<200m	5	
		<300m	3	
		<500m	1	
		>500m	0	
	Distance to the nearest railway/metro station from the main entrance to the building	<400m	5	
		<1km	2	
>1km		0		
Cycling	Distance to defined cycle routes	<200m	3	
		<500m	2	
		<1km	1	
Public Transport	Frequency of principal service from nearest bus stop during operational hours of the development	15 minutes of less	5	
		30 minutes of less	3	
		>30 minutes	1	
	Number of bus services serving different localities stopping within 200 metres of the main entrance	4 or more localities served	5	
		3	3	
		2	2	
		1	1	
Drive to the nearest railway/metro station	10 minutes of less	3		
	10 – 20 minutes	1		
Travel Reduction Opportunities	Facilities on site or within 100 metres that reduce the need to travel	* food shop/cafe	1	
		* newsagent	1	
		* creche	1	
		* other	1	
Total				0

### Accessibility Level

High: 24–30  
 Medium: 16–23  
 Low: Less than 15

## Introduction

Subject to the following notes, applicants will be expected to make provision for car parking in accordance with the parking standards. The parking standards are based on an accessibility questionnaire which provide an accessibility score resulting in a Low, Medium or High accessibility level. Parking standards are then applied to the 3 accessibility levels.

Different accessibility questionnaires are provided for residential and non-residential developments as included at Appendix 1 and 2.

## Completion of the accessibility questionnaire

The purpose of this is to provide applicants with clear guidance on the data required to complete the Accessibility Questionnaires.

## General

Whilst it is important to be as accurate as possible with measurements absolute precision is not required. Use of Ordnance Survey mapping can provide a good baseline but local knowledge can also be used.

## Distances

These should be calculated on the basis of walking and cycling distances from the centre of the site for residential developments and from the entrance to the main building on the site for non-residential developments. The route should be the most safe, direct and attractive available.

## Cycle routes

A defined cycle route would include the following:

- Part of the national cycle network (usually marked with blue signs with a red number);
- A signed off-road route; and
- Continuous marked routes along roads.

If clarification is required on cycle routes the Local Highway Authority should be contacted.

## Public transport timetable information

There are a number of possible sources of information on this. These include:

- Timetables at bus stops near the site;
- Travel Information Centres; and
- Nexus website or operator websites.

## Destinations served by buses

The intention is to identify what main destinations are served from the site. If the development is on the end of a bus route linking to the town centre it would score one point. However, if a number of buses go past the site to a range of destinations, e.g. different town centres or housing areas, these should be counted separately.

## Travel reduction opportunities

The listed facilities should be on site or within 100 metres of the site entrance.

## Calculation of score

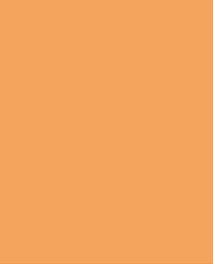
The total score for each element of the questionnaire should be inserted on the right-hand column of the sheet. All the scores should then be added together to obtain a total.

The score obtained will identify whether the development fits within the low, medium or high accessibility levels and the appropriate parking standards can then be applied.

## Notes on car parking provision

Generally, provision for car parking should be within the curtilage of the development. Where this is impracticable or would conflict with other policies in the plan, the developer may be required to enter into a legal agreement to ensure proper provision in a suitable location elsewhere.

The parking layout should adopt current good practice and avoid aisle widths of less than 6m or uninterrupted lengths of more than 30m. Car parking bays should normally measure 5.0m x 2.5m (but see Provision for Disabled Drivers).



The guidelines do not include space for servicing, for which extra provision should therefore be made.

The guidelines will be used on a pro-rata basis for mixed developments.

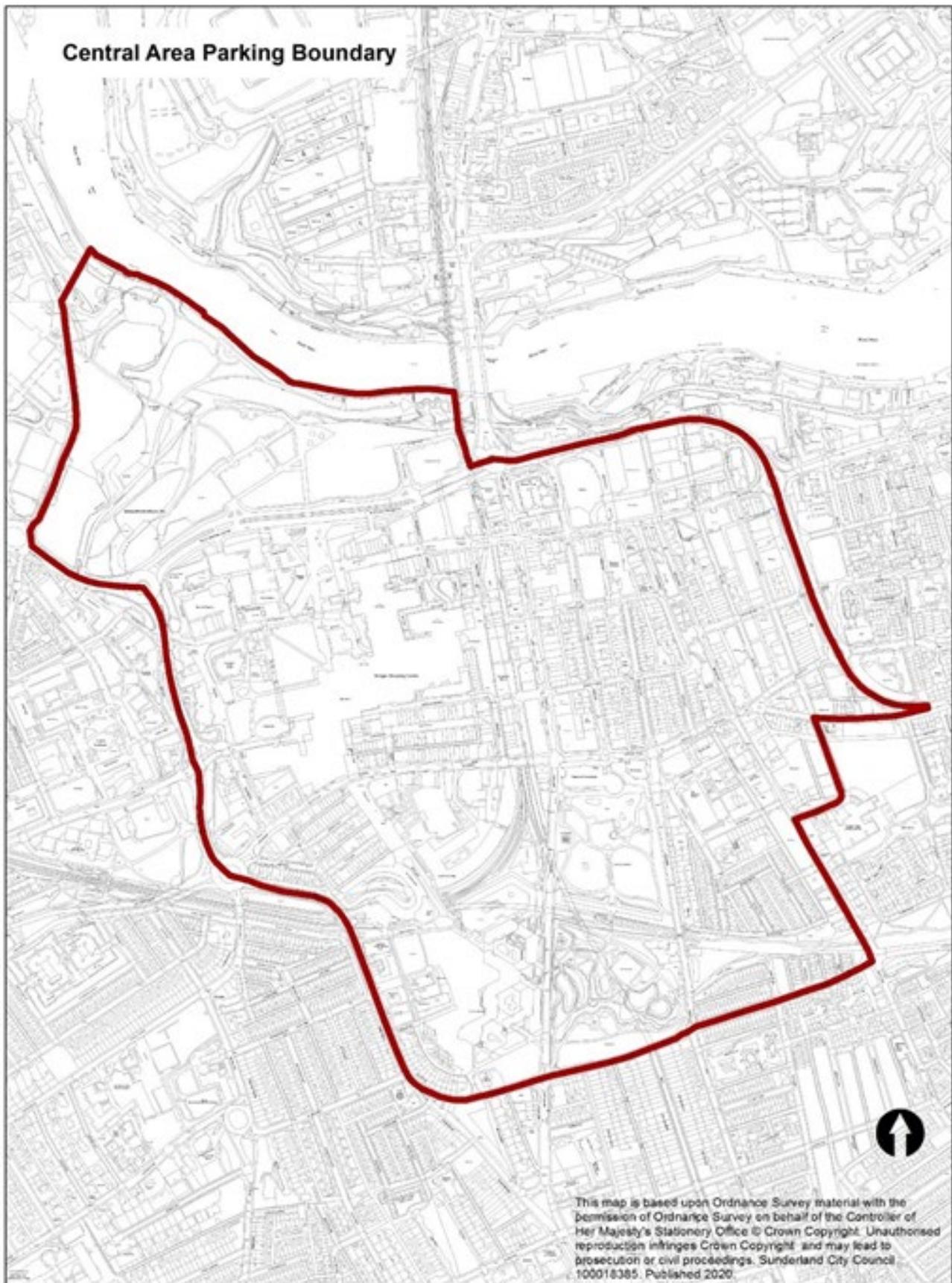
### **Provision for disabled drivers**

Parking provision for disabled drivers is not additional to the guidelines but is the proportion of spaces in each development which is to be allocated for people with disabilities, normally this will be 5% of the total number of spaces. Spaces should be a minimum of 3.0 m wide when located in groups or 3.6m wide when located separately. Spaces should be appropriately marked, and conveniently located with respect to entrances especially those designed for access by wheelchair users.

### **Cycling**

- With the exception of short stay visitor parking, provision for cycle parking should, wherever possible, be secure and in a building or covered; and
- A `Sheffield' style cycle rack provides for two cycles. Alternatives are acceptable but must offer at least equivalent capacity, robustness and degree of protection for users. Details of construction and installation of `Sheffield' style racks are available from the City Council.

# Central parking area



# 5 Guidance for Digital Roadside Advertising

The following is recommended as best practice guidance for the consideration of the acceptability of sites for roadside digital advertisements.

## 1. General

- i. Digital adverts should be designed to not resemble existing traffic signs or provide directional advice to avoid confusion to road users.
- ii. Digital adverts should generally be avoided in close proximity to traffic signs or signals.
- iii. Careful consideration should be given to digital adverts in close proximity to schools, hospitals, low bridges and pedestrian crossings to ensure that they would result in an unacceptable distraction to road users in these particularly sensitive locations.
- iv. Digital advertising should be located to ensure that they would not obstruct required sight lines at corners, bends or at a junction, or at any point of access to the highway. The desirable sight lines should be assessed in accordance with the guidance contained within the Design Manual for Roads and Bridges or Manual for Streets as appropriate, based on the type and speed of the road in question.
- v. All digital advertising structures should leave sufficient clearance for vehicles on the carriageway. The recommended clearances are detailed in the Traffic Signs Manual.
- vi. All digital advertising structures should leave sufficient clearance for the maintenance of transport assets, such as bridges.

## 2. Location and Position

- i. Static digital advertising is likely to be acceptable in locations where static advertising already exists or would be considered acceptable.
- ii. Careful consideration should be given to proposals in locations where road traffic accidents have previously occurred.
- iii. Sites adjacent to rural roads may not be appropriate if there are otherwise low levels of information in the external environment,

which may result in significant distraction to road users.

- iv. Careful consideration should be given to proposals in locations with tight geometry or major junctions, merges, diverges or pedestrian crossings and located in the urban environment.
- v. Digital advertisements are likely to best be located alongside the nearside carriageway or overhead to reflect where official road signs would normally be located. This approach will locate the advertisement in driver's eye line and reduce the risk of distraction to road users.
- vi. Other alternative locations may be acceptable if they would not be considered to result in an unacceptable distraction to road users. In this regard, each application will be treated on its individual merits taking into consideration the surroundings.

## 3. Spacing Between Digital Advertisements

Careful consideration should be given to the distance between digital advertisements. It should be ensured that an appropriate distance is provided between advertisements to ensure that there would be no undue distraction to road users. In determining an appropriate spacing consideration will be given to the speed limit and layout of the highway.

Digital advertisements should avoid the use of multiple images which change at different times as this would likely result in an unacceptable distraction to road users.

## 4. Orientation

Digital Advertisements should generally be orientated towards oncoming traffic similar to official road signs.

## 5. Information Displayed on the Screen

- i. Digital Advertising should generally not contain moving images or sequencing of images over more than one advert to avoid

undue distraction to road users.

- ii. Whilst it is acknowledged that the content of the advertisement is beyond the scope of the planning system it is recommended that the use of phone numbers and web addresses is avoided to limit the potential length of distraction and protect highway safety.

## **6. Illumination**

- i. Careful consideration should be given to the brightness of any illumination to reduce the potential to road users.
- ii. Night time levels of luminance should be based on the luminance of other signs and surfaces such as floodlit buildings in the area. Typical values in urban areas would be in the range of 100-300 cd/m<sup>2</sup>.
- iii. It is recognised that day time levels of luminance are likely to be higher to ensure that the signs remain visible. It is recommended that day time illumination is controlled by light sensors to measure the ambient brightness and that advertisements are fitted with dimmers to control the lighting output to within acceptable limits.

## **Summary and Conclusion**

- Careful consideration should be given to proposals for digital advertisements taking account of the guidance set out above.
- It is recommended that an Assessment of Appropriateness (see Appendix 6) is undertaken when proposing a digital advertisement to ensure that careful consideration has been given to the potential impact of the proposals upon highways safety.

# Assessment of Appropriateness

## Site Specific Analysis – Site Characteristics

<b>Planning Reference:</b>	
<b>Location: (Include Plans if Necessary)</b>	
<b>Digital Display Type:</b>	
<b>Digital Display Size:</b>	
<b>Digital Display Orientation:</b>	
<b>Assessor's Name:</b>	
<b>Date:</b>	

## Site Specific Analysis – Issues for consideration

Issue	Yes/No	Comment
<b>Traffic signals:</b>	<b>Are there signals close to the advert?</b>	
	<b>Does the advert obscure them?</b>	
	<b>Will the advert be seen behind the signals?</b>	
	<b>Will the advert cause the driver to look a significant distance from the signals?</b>	
<b>Traffic signs:</b>	<b>Are there traffic signs close to the advert?</b>	
	<b>Are they safety critical?</b>	
	<b>Does the advert obscure them?</b>	
	<b>Will the advert be seen behind the signs?</b>	
	<b>Will the advert cause the driver to look a significant distance from the signs?</b>	
<b>Footways:</b>	<b>Will the advert impact on pedestrians or cyclists? This is particularly relevant for signs located in the footway.</b>	
	<b>What is the remaining footway width and pedestrian flow?</b>	
	<b>Does the advert effect pedestrian sightlines?</b>	
<b>Any other Visibility and Sightline issues for road users?</b>		

**Site Specific Analysis – Personal Injury Accident Record**

Is the PIA rate at the location higher than the City average for similar locations? If **YES** proceed to questions below

**Table 1: PIA Data for the 36 Month Period Prior to the Site Visit (Submit plan showing study area)**

12-month period ending:	Slight	Serious	Fatal	Total
Most recent 12-month period				
Total Collisions				

**Table 2: Analysis of PIA Data**

**Site Specific Analysis – Conclusions**

Based on the above analysis, should the proposed advertisement be permitted in its current form? If not, why not?					
Do you recommend that a safety audit is carried out? Yes / No					
If the assessor is of the opinion that the advertisement should not be permitted, are there changes that could be made to the proposal that would address the above concerns? This may include changing the type, size, content or orientation of the display, or through the use of appropriate planning conditions.					
<b>Assessed by:</b>		Signed :		Date:	
<b>Checked by:</b>		Signed :		Date:	

