West Row

DESIGN GUIDANCE AND CODES

FINAL REPORT |
October 2023

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Quality information

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Revision History

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Contents

Introduction

01

1. Introduction

01

Through the Department for Levelling Up, Housing and Communities Neighbourhood Planning Programme led by Locality, AECOM was commissioned to provide design support to West Row Parish Council. The support is intended to provide design guidance and codes based on the character and local qualities of the area to help influence residential developments.

1.1 Purpose of this document

The Neighbourhood Plan Steering Group has sought to develop a set of design codes guiding any future development in the parish.

The National Planning Policy Framework (NPPF; 2021, paragraph 127) states that "Neighbourhood planning groups can play an important role in identifying the special qualities of each area and explaining how this should be reflected in development, both through their own plans and by engaging in the production of design policy, guidance and codes by local planning authorities and developers."

The stages of production for this document are outlined here:

STEP 1

Meeting with the group and site visit.

STEP 2

Urban design and local character analysis.

STEP 3

Preparation of the design principles, guidelines and codes to be used to inform the design of the Parish and future developments.

STEP 4

Draft report with design guidelines.

STEP 5

Submission of a final report.

1.2 Area of study

West Row is a small village and civil parish in the English county of Suffolk. West Row lies on the north bank of the navigable River Lark, 2 miles west of the town of Mildenhall, and just south of the large airbase RAF Mildenhall. It sits on the edge of the Fens.

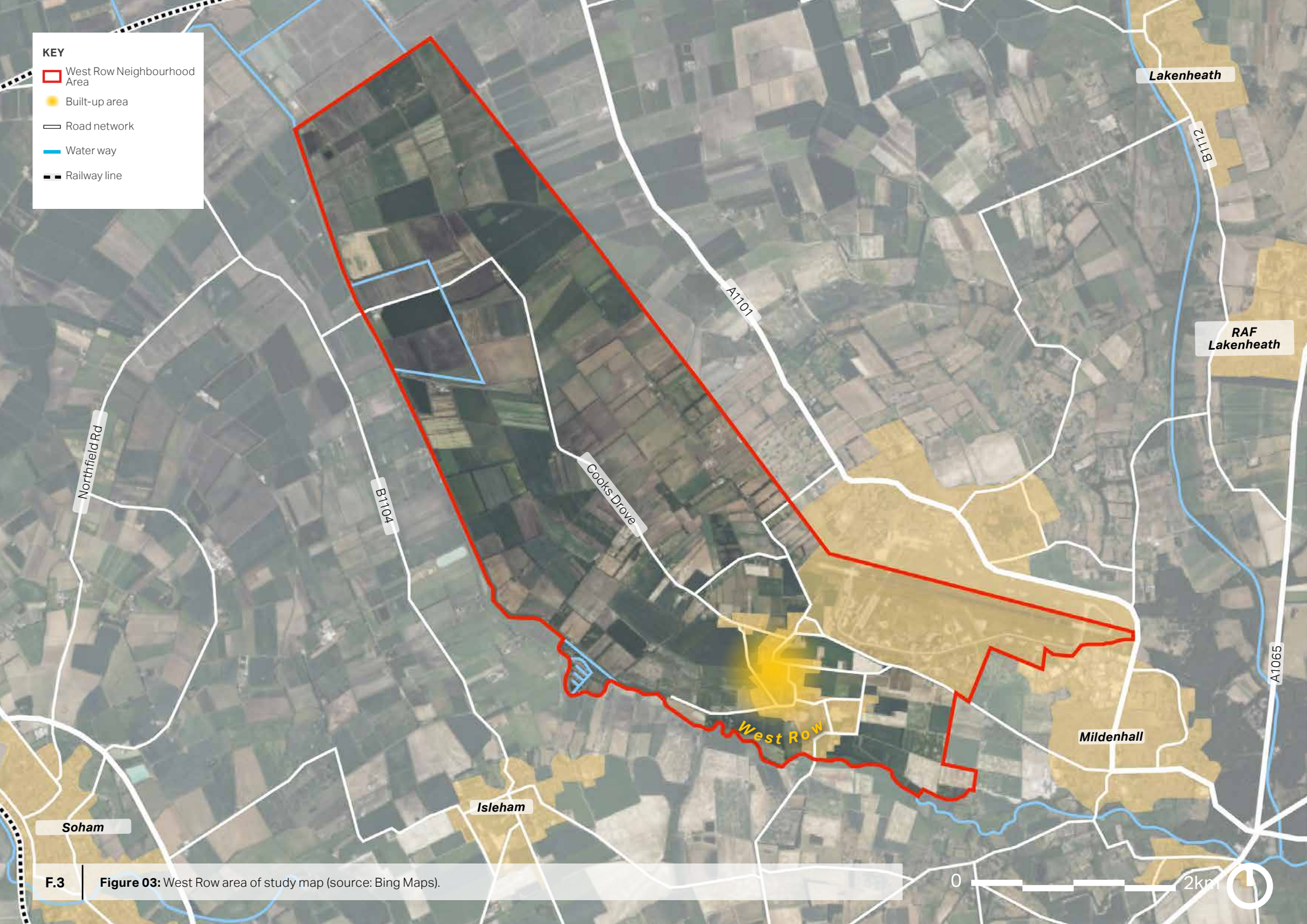
The nearest major route is the A11 which provides connections to both Cambridge and Norwich which are the closest cities to the parish. As well as this, both the nearby towns of Bury St Edmunds and Newmarket which provide routes towards Cambridge, Norwich and Ipswich.

The area of West Row is rich in history which is supported by the 9 listed buildings scattered throughout the settlement. As well as this The Mildenhall Treasure, a major hoard of highly decorated Roman silver tableware from the fourth-century AD, was discovered in West Row. The hoard was discovered by farmer Gordon Butcher while ploughing in January 1942. Once the find was declared a treasure trove, it was soon acquired by the British Museum in London.

In terms of amenities for the community to use, West Row hosts a general store, fish and chip shop and hairdressing salon. As well as this there is West Row Community Primary School which is a small village school.

Figure 01: Village sign located in the centre of West Row.

Figure 02: West Row Academy.



F.3 | **Figure 03:** West Row area of study map (source: Bing Maps).

01

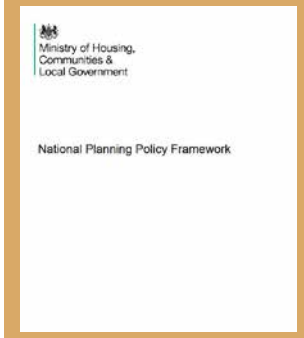
1.3 Design guidance and best practice

This section summarises the relevant design policy, guidance and evidence base produced at national, county and district levels which have informed this design code. Any new development applications should be familiar with these documents.

It is also important to make sure that all design guidance and supplementary planning documents at both national level and local level that are used are fully up to date.

National Design Guidance

2021



National Planning Policy Framework - Department for Levelling Up, Housing and Communities

Relevant national planning policy is contained within the National Planning Policy Framework (NPPF, July 2021). The NPPF was updated in July 2021 to include reference to the National Design Guide and National Model Design Code and the use of area, neighbourhood and site-specific design guides. Paragraph 126 states that: "the creation of high quality buildings and places is fundamental to what the planning and development process should achieve and outlines that good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities."

2021

National Design Guide - Department for Levelling Up, Housing and Communities

The National Design Guide sets out the government's ten priorities for well designed places and illustrates how well-designed places can be achieved in practice. The ten characteristics identified includes: context, identity, built form, movement, nature, public spaces, uses, homes and buildings, resources and lifespan. The Guide also reinforces the National Planning Policy Framework's objective in creating high quality buildings and places. The document forms part of the government planning practice guidance.

01

National Design Guidance

2021

National Model Design Code - Department for Levelling Up, Housing and Communities

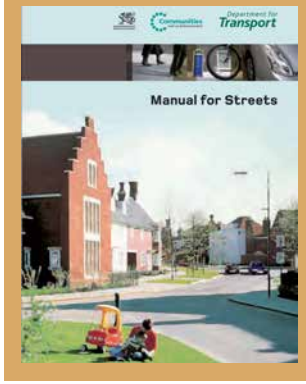
The draft National Model Design Code provides guidance on the production of design codes, guides and policies to promote well-designed places. It sets out the key design parameters that need to be considered when producing design guides and recommends methodology for capturing and reflecting views of the local community.

2020

Building for a Healthy Life - Homes England

Building for a Healthy Life updates Homes England's key measure of design quality as the national housing accelerating body. The document sets out 12 considerations for creating integrated neighbourhoods distinctive places and streets for all. While it is not part of the national policy, it is recognised as best practice guidance and design tool in assessing the design quality of developments.

2007



Manual for Streets - Department for Transport

Development is expected to respond positively to the Manual for Streets, the Government's guidance on how to design, construct, adopt and maintain new and existing residential streets. It promotes streets and wider development that avoid car dominated layouts and promote active travel.

Neighbourhood Area Context Analysis

02

2. Neighbourhood Area Context Analysis

This section outlines the broad physical, historic and contextual characteristics of the Neighbourhood Area.

2.1 Movement networks

West Row as a settlement is served by several key routes that join the village as well as link it with areas outside the parish. These include: Beeches Road, Friday Street, Church Road, Eldo Road, Cricks Road and Pott Hall Road. Friday Street was the historic hub, however now the main parade is located on Beeches Road.

Pavements line either side of the road frequently throughout the village, supporting pedestrian movement. As well as this there are bus stops on Church Road connecting West Row with Mildenhall.

Coming off Friday street and the other main roads are small cul-de-sacs which are often very narrow and therefore unsuitable for further development.

Figure 04: Beeches Road.

Figure 06: Typical residential road in the parish.

Figure 05: The village sign located at a key junction in the centre of the village.

Figure 07: Footpath tucked behind a grass verge to add a greater element of safety.

2.2 Heritage and views

West Row is rich in history which is supported by the 9 listed buildings, the Roman treasure (the site of which is a scheduled monument), and a number of other Roman finds from the village.

Some of the significant historical buildings include: the war memorial, the white cottage and Bargate farmhouse which are all grade II listed. These among other buildings are important to the overall street scene and therefore the character of West Row.

The historic character of the parish goes further than the built form as there is a network of Orchards and footpaths dating from the 1880s. It is believed that these have both influenced the settlements and the green infrastructure network.

As well as this the surrounding flat landscape means that there are panoramic views of the countryside from the edge of the settlement and certain other viewing points in the parish. It is therefore important that locally important views are protected

Figure 08: Historic flint property in West Row.

Figure 10: Historic cottage in the centre of West Row.

Figure 09: Property using local brick and a flint wall that is well set back from the road.

2.3 Green infrastructure

West Row's green infrastructure is shaped by the nearby River Lark and is surrounded by arable land that has been farmed on for centuries. The flat topography for the land aids this sort of land use as well as providing the community with panoramic views of the surrounding countryside.

Within the village there is a traditional orchard located just north of Church Road and several areas of deciduous woodland scattered around the parish.

The countryside to the west of the settlement is designated as a coastal and floodplain grazing marsh. Flocks of geese, ducks and swans come down from the wide skies to drop onto the flat, open expanses of flooded grazing marshes in winter. By summer, when the ground is drier, some marshes are cut for hay or silage, but the ditches remain wet and come alive with dragonflies and other insects.

Figure 11: Small green space which softens the feel of the residential environment.

Parish Character Assessment

03

3. Parish Character Assessment

3.1 Defining the Character Areas

Following on from the analysis set out above, this part of the report focuses on the different built character areas within the parish. The different areas are characterised by variations in topography, movement, views and landmarks, green space and landscape cover, public realm and streetscape, built form and architectural details.

The parish of West Row as it stands today has four areas of specific character as well as linear development made up of a variety of typologies stitching them together. The character areas are as listed below:

- CA1- Beeches Road Hub
- CA2- Friday Street Historic Core
- CA3- Bargate Road, Eldo Road, Crick's Road and Pott Hall Road
- CA4 - Ferry Lane

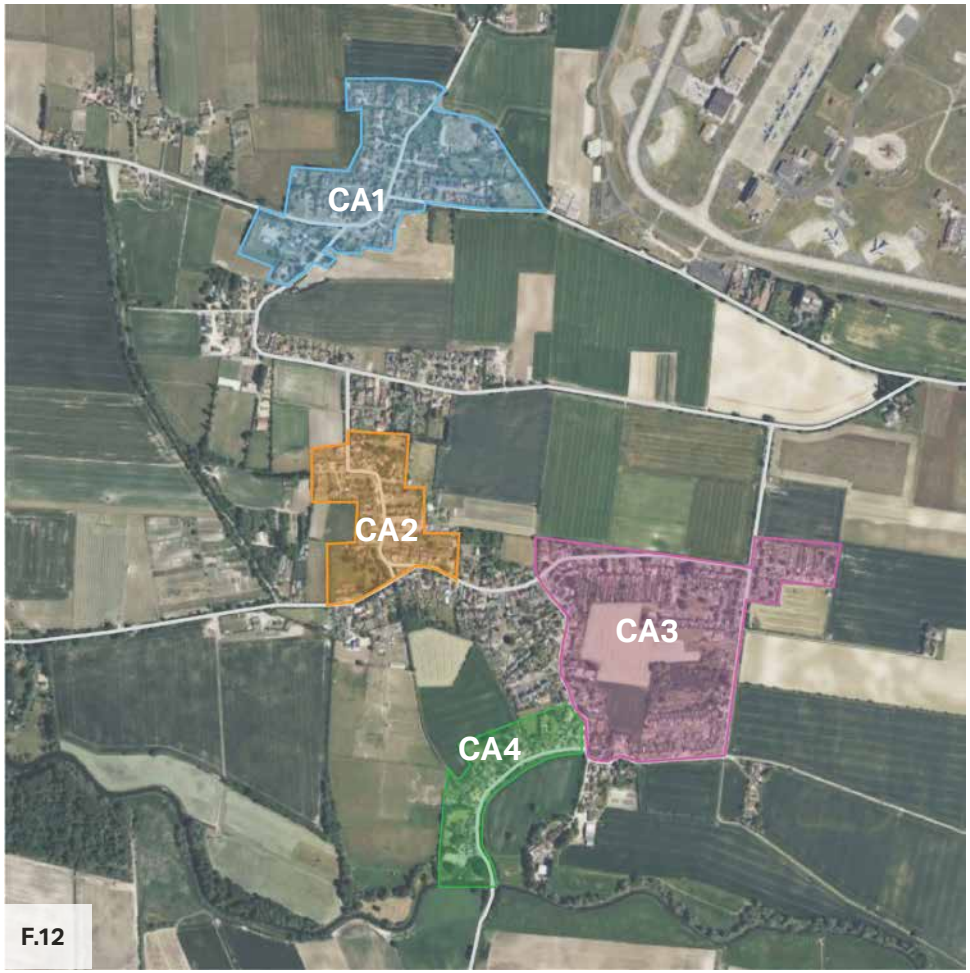


Figure 12: West Row character area map - source: BingMaps.com

3.1.1 CA1: Beeches Road Hub

The parade of shops located on Beeches Road act as the main hub for West Row and includes the: Primary School, Village Shop, Café, Hairdressers and Fish & Chips Shop. A short walk from the parade, on the corner of Chapel Road and Beeches Road, is the West Row Village Hall; playground; and West Row Bowls Club. The area's businesses additionally benefit from passing traffic and visitors to the Mildenhall Moto-Cross stadium. Extant Local Plan allocations are located either side of Beeches Road will, in time, will alter the character of this location resulting in higher density development and increased footfall. More recent developments such as Joh Walter Drive have provided a series of larger family homes within the character area.

3.1.2 CA2: Friday Street - Historic Core

Friday Street was the historic hub of West Row prior to Beeches Road becoming the main hub in recent times. New development(s) on narrow streets like Friday Street could make development unsafe and unacceptable to existing residents without careful design/planning and related highways improvements. Droves that spread out from the main settlement do not provide adequate or easy access and egress for proposed development on the settlement edge. The droves are not wide enough and struggle to accommodate heavy traffic.

3.1.3 CA3: Bargate Road, Eldo Road, Crick's Road and Pott Hall Road

The character includes a high incidence of late 20th Century housing including a mix of two storey 2-3 bedroom family homes and bungalows (e.g. Neve Gardens). The character area generally includes generous front gardens and incidental open spaces e.g. green located Wellington Close. The last remaining public house (Judes Ferry Pub) in West Row is located a short walk to the south west from this character area.

3.1.4 CA4: Ferry Lane

Ferry Lane is located in the south of West Row and is one of the historic entrances to the village. Properties are typically fairly set back on one side of Ferry Lane looking across towards the countryside. This creates a linear rural feel to the character area. As well as this buildings are typically detached and either 1 or 2 storeys in height, allowing for vegetation to dominate the skyline.

Judes Ferry is one of the local pubs that is located within the area as well as a small mooring site one the River Lark.

3.1.5 Rest of settlement

The village centres of West Row are stitched together by two roads; Church Road and Chapel Road. These roads are populated with a variety of infill developments from the 20th century onwards. Houses in these areas are typically well set back and detached but the architectural styles are varied.

Both Church Road and Chapel Road are narrow and encourage slow traffic movement. This encourages active transport within the parish.

Design Guidance and Codes

04

4. Design Guidance and Codes

This section sets out the principles that will influence the design of potential new development and inform the retrofit of existing properties in the West Row Neighbourhood Plan Area. Where possible, local images are used to exemplify the design guidelines and codes. Where these images are not available, best practice examples from elsewhere are used.

4.1 Design guidance and codes

The following section describes a set of design codes that have been put together based on the existing context of West Row.

These codes will aim to guide any changes or development within the village to ensure the local character is respected whilst still allowing space for innovation within the built environment.

The design codes have been split into two categories. The first section is relevant to the whole Neighbourhood Plan Area while the second section introduces design codes for each of the identified character areas and therefore codes may not be applicable to the whole of the parish. More detail about this structure is provided in **section 4.1.3**. Both national and regional guidance, outlined in chapter 1, should be read in conjunction with these codes. These codes act as a support to these documents and should not be considered in isolation.

4.1.1 The importance of good design

As the NPPF (paragraph 126) notes, "good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities".

Research, such as for the Government's Commission for Architecture and the Built Environment (now part of the Design Council) has shown that good design of buildings and places can:

- Improve health and well-being;
- Increase civic pride and cultural activity;
- Reduce crime and anti-social behaviour; and
- Reduce pollution.

This document seeks to harness an understanding of how good design can make future development as endearingly popular as the best of what has gone before.

4.1.2 Placemaking and Design Codes

These design codes are underpinned by a set of placemaking principles that should influence the design of future development areas, public realms, homes, green spaces, and the interfaces between them.

What designers and planners call 'placemaking' is about creating the physical conditions that residents and users find attractive and safe, with good levels of social interaction and layouts that are easily understood.

The placemaking principles set out in the following pages should be used to assess the design quality of future development or regeneration proposals. These key principles should be considered in all cases of future development as they reflect positive place-making and draw on the principles set out in many national urban design best practice documents including the National Design Guide, Building for a Healthy Life and the Urban Design Compendium.

The guidelines developed in this part focus on residential environments. However, new housing development should not be viewed in isolation, but considerations of design and layout must be informed by the wider context.

The local pattern of lanes and spaces, building traditions, materials and the natural environment should all help to determine the character and identity of a development.

It is important with any proposal that full account is taken of the local context and that the new design embodies the 'sense of place'.

Reference to context means using what is around, shown in the first three chapters, as inspiration and influence and it could be a contemporary solution that is in harmony with the surroundings.

4.1.3 Structure of the design codes

Based on the understanding gained in the previous chapters, this section will identify design codes for future development to adhere to. As identified in the diagnostic report and following the meeting with the group, the following design codes have been created to apply to the whole Neighbourhood Plan area. After introducing the design guidelines and codes for the whole village.

SL. Settlement Layout

SP. Streets and Parking

B. Built Form

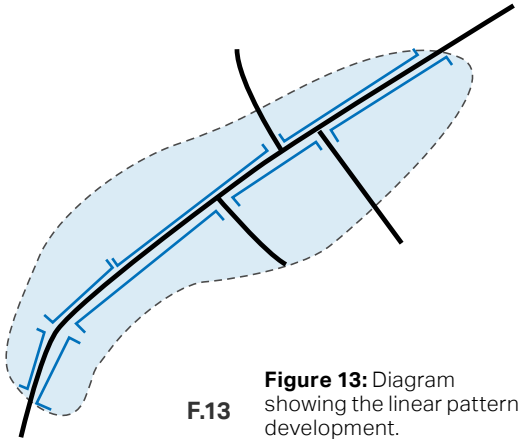
EE. Environmental and Energy Efficiency

SL. Settlement layout

SL 01- PATTERN OF DEVELOPMENT

West Row has a linear development with recent development evolving around the main core. Any new development should respect the following principles:

- Proposals should maintain the continuity of built form along the main routes. However, buildings should not be repetitive, and should provide a variety of building types and design with coherent scale, massing and detailing;
- Treatment of main road frontages should include tall trees, hedgerows and the boundary walls, post with wrought iron metalwork bars typical of the village to increase the sense of enclosure and linear form; and
- Linear pattern settlement is found in West Row. Buildings typically orientate inwards towards the main road and turns its back towards the landscape to the rear. Building frontages should reinforce the linearity of the street, where possible.



F.13 **Figure 13:** Diagram showing the linear pattern development.

SL 02- LAYOUT OF BUILDING

The Parish owes much of its character to the historic pattern and layout of its buildings and settlements. New developments should respect the particular building patterns of each settlement in order to contribute positively to their character. In particular:

- Development should adopt the enclosure characteristics demonstrated in the village. New development should strive to knit in with the existing settlement morphology by adopting similar characteristics;
- Development should be considered strategically at the settlement level and should not be considered in isolation;
- New development should be planned to be well connected, promoting active travel at all times, providing plentiful non-vehicular connections;

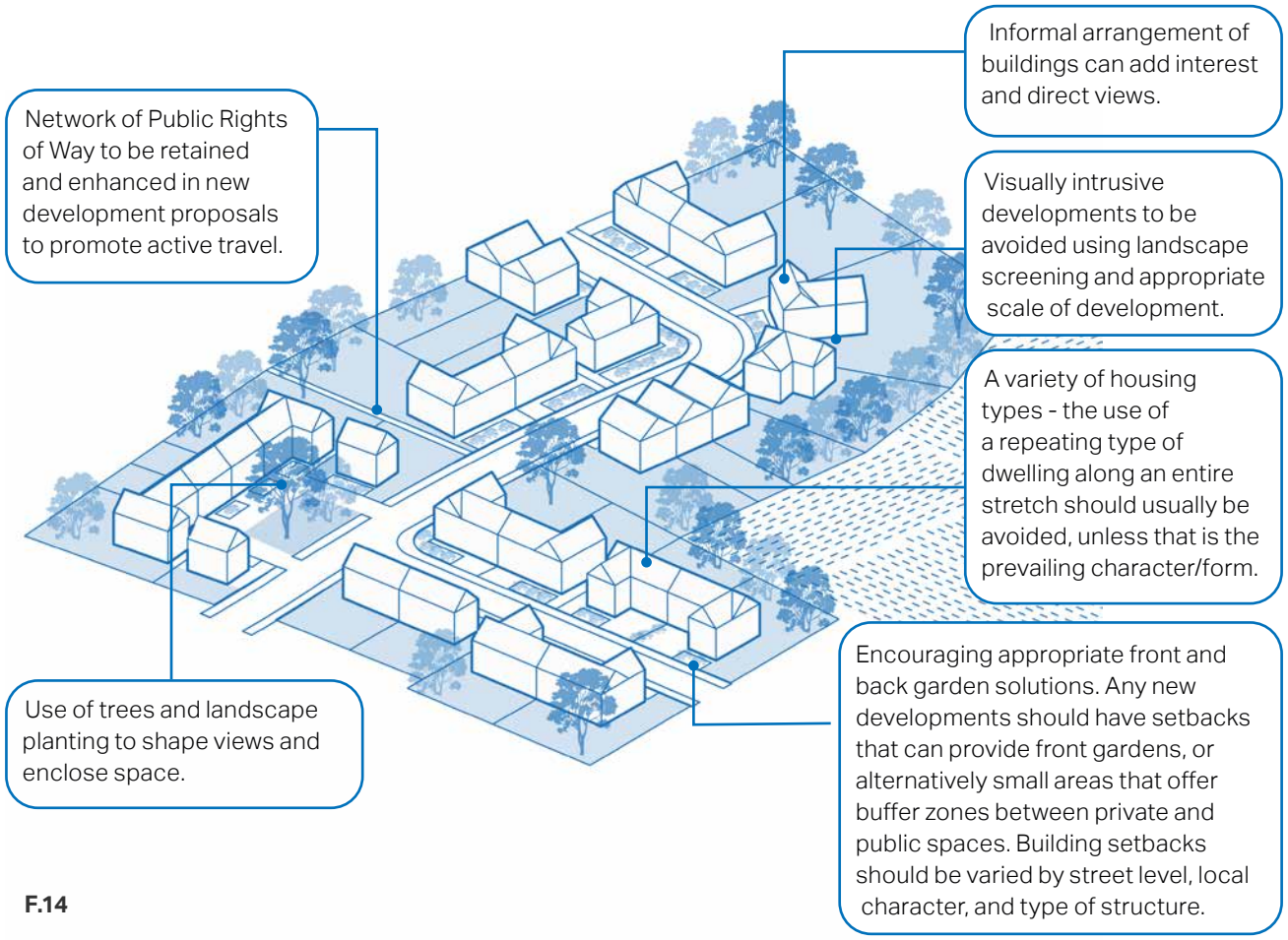


Figure 14: Diagram showing layout of building elements such as enhancing PRoW networks, respecting views and front and back garden solution which could positively contribute to local character.

- Layout, clustering and massing should take precedent from the best examples of development within the surrounding context. The following page illustrates some precedent examples from the existing Neighbourhood Plan Area; and
- New development should respond to site specific micro-climates and sun paths and use these as key design drivers to increase the environmental comfort for building users, both internally and externally.

Figure 15: Consistant building line.

Figure 16: Example of the linear layout cutting through the centre of the village.

SP. Streets and parking

The following pages set out guidance and codes to consider when developing both existing and new development within West Row. They are generic design codes that apply to all areas of the parish and are not specific to one character area.

The following street typologies are general guidance for new development and should be read alongside appropriate county and national guidance along with referring to more specific street codes set out in the character area codes later in the report.

The two street typologies include the main access street, the general street and the edge lane.

SP 01- GENERAL STREET

The general street type is the prevalent street across the new development. The desired design features for this street type are:

- Where applicable and practical, speed limits should be 20mph with low traffic volumes and low speed and include design elements for traffic calming e.g. minimising the corner kerb radius, horizontal deflection, and the like;
- Carriageways should accommodate two-way traffic and parking bays should be designed for cyclists to mix safely with motor vehicles;
- Front gardens should be well planted to create an attractive environment;
- Preferably, locate parking to the side of the property to mitigate the impact of cars on the streetscape;
- If cars are parked at the front, at least 50% of the frontage should be landscaped and with a property boundary treatment;
- As part of West Row's defining character, street trees are important and also help to mitigate climate change. If this is not possible, front gardens should be deep enough to plant trees; and
- Avoid using cul-de-sac solutions; instead use street furniture (e.g. bollards) to stop vehicle circulation whilst allowing other movement types.

F.17

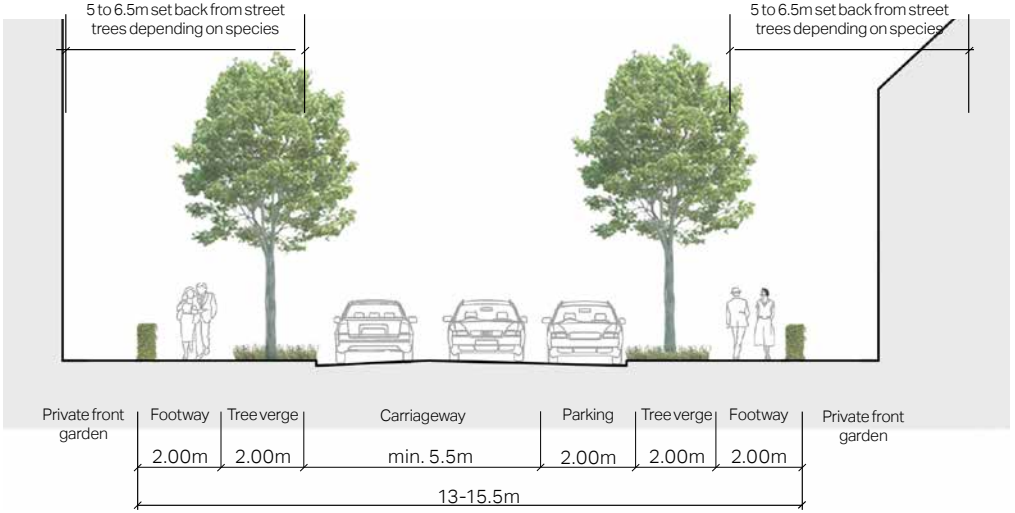


Figure 17: Illustrated street section of a general street that can be considered in new development.

SP 02- EDGE LANE

This street type is used at the edges of development, where the village meets the countryside or woodland areas and a positive transition is required. This code is particularly relevant in the village approaches area. The desired design features for this street type are:

- Speeds must be 20mph or less, to create a quieter environment;
- These lanes can gently meander, softening the presence of the street, providing interest and evolving views whilst helping with orientation;
- Circulation is usually in the form of a shared lane between 6 and 8m hosting all modes of transport (i.e. pedestrian, cycling and motor vehicles) sometimes with no footways;
- Providing a planting buffer and landscaping between the edge of the carriageway and the countryside in order to: protect countryside areas, provide transition and control pedestrian accessibility where required. The use of hedgerows where edge lanes face onto agricultural land is particularly encouraged;
- Connect the edge lane to paths, other public rights of way and the general movement network;
- The lane width can vary to discourage speeding and introduce a more informal and intimate character. Variations in paving materials and textures are used instead of kerbs or road markings; and
- Swales and rain gardens could also be added into the landscaping to address any flood issues.

Figure 18: Diagram of a suitable edge lane used at the edge of the built-up areas to act as a transition into the countryside.

SP 03- ACTIVE TRAVEL

Increasing the number of residents walking and cycling around the village is an important part of improving health and the quality of their experience.

- Where there is a choice, new development in West Row should be selected where it would generate the least amount of car movements and be within a comfortable distance of local services. This will help to promote active travel, an important feature in 'liveable' neighbourhoods;
- New development should ensure that pedestrian and cycle routes are incorporated into new designs ensuring that the option to travel on foot or by bike is incentivised;
- Users of public and private space are varied and include disabled users, parents/carers with buggies and young children. It is important for these users to be catered for when designing new development;
- Walking routes along a roadway should provide safety from vehicles on the road. This requires a footway, grass verge or pavement that is wide enough to ensure pedestrians do not conflict with vehicles;
- Where possible existing public footpath networks should be enhanced, improving the access to the Suffolk countryside surrounding the village;
- Walking routes should not pass through hazardous areas such as fields with large animals, dykes, ditches or areas of flooding; and
- On street car parking should be discouraged and other traffic control measures should be put in place in areas that are frequently used by horse riders, of which there are many in the parish.

Figure 19: High quality public footpath example, Great Knighton.

SP 04 - CAR PARKING

Parking areas are a necessity of modern development. However, they do not need to be unsightly or dominate views towards the house. Parking provision should be undertaken as an exercise of placemaking.

- When placing parking at the front of a property, the area should be designed to minimise visual impact and to blend with the existing streetscape and materials. The aim is to keep a sense of enclosure and to break the potential of a continuous area of car parking in front of the dwellings. This can be achieved by means of walls, hedging, planting, and the use of permeable surfaces;
- When needed, residential car parking can be translated into a mix of on-plot side, front, garage, and courtyard parking, complemented by on-street parking;
- For family homes, cars should be placed at the side (preferably) or front of the property. For small pockets of housing, a rear courtyard is acceptable;
- Car parking design should be combined with landscaping to minimise the presence of vehicles; and
- Parking areas and driveways should be designed to improve impervious surfaces, for example, through the use of permeable paving.

Figure 20: Front of plot car parking in a more recent development.

Figure 21: Traditional house in West Row that is well set back allowing for generous front of plot car parking.

ON STREET PARKING

On-street parking is the only parking option for some buildings in the village. In order to reduce the visual impact of parked cars on the street, on-street parking as the only means of parking should be avoided in future development wherever possible.

- On-street parking must be designed to avoid impeding the flow of pedestrians, cyclists, horse riders and other vehicles, and can serve a useful informal traffic calming function. Limited on-street parking can have a traffic calming function but too much will impede flow of pedestrians, cyclists and vehicles;
- On low-traffic residential streets or lanes that are shared between vehicles and pedestrians, parking bays integrated with trees can be clearly marked using changes in paving materials instead of road markings; and
- Opportunities must be created for new public car parking spaces to include electric vehicle charging points. Given the move towards electric vehicles, every opportunity must be taken to integrate charging technologies into the fabric of the road and street furniture in the public and private realm. This is so long as it doesn't harm the character of the area.

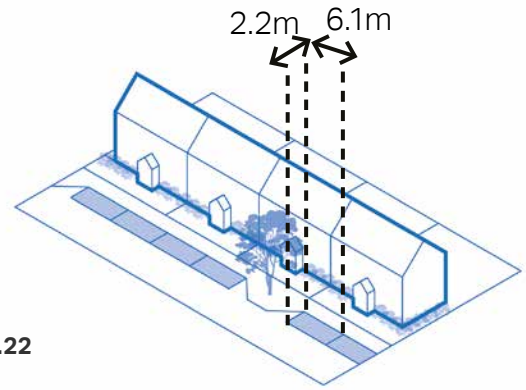


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Figure 22: Illustrative diagram showing an indicative layout of on-street parking.

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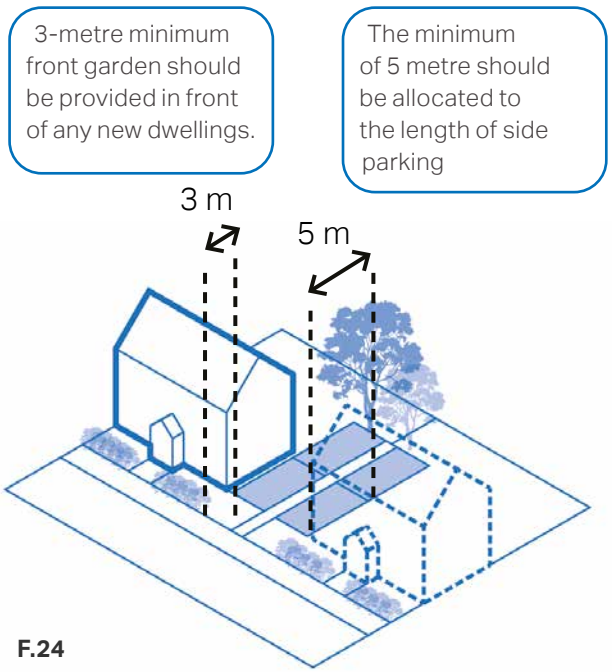
Figure 23: On-street car parking outside West Row village store.

ON- PLOT SIDE OR FRONT PARKING

- Parking provided on driveways directly in front of dwellings should be restricted due to the visual impact that cars have on the street. Front gardens should be a minimum depth of 6m to allow movement around parked vehicles and also be well screened with hedgerows when providing parking space to the front of a dwelling; and
- Parking being provided on a driveway to the side of a dwelling should be of sufficient length (5m minimum) so that a car can park behind the frontage line of the dwelling. This will reduce the visual impact that cars will have on the street scene. When parking is provided to the side of a dwelling a minimum front garden depth of 3m should be provided.



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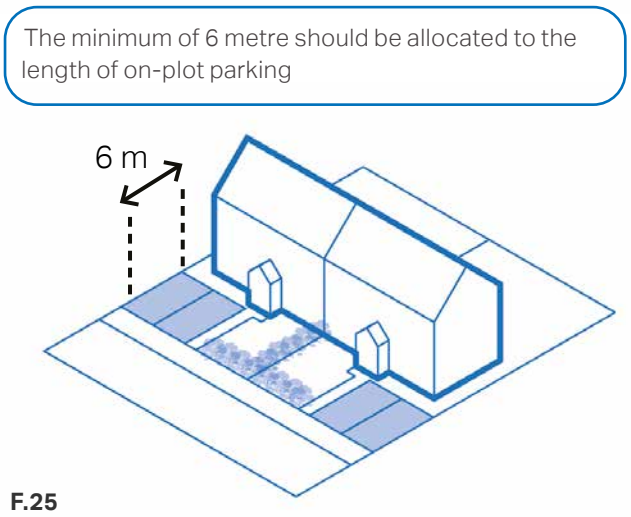

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Figure 24: Illustrative diagram showing an indicative layout of on-plot side parking.

Figure 25: Illustrative diagram showing an indicative layout of on-plot front parking.

Figure 26: Side of plot car parking example in the parish.

Figure 27: Front of plot car parking example in the parish.

GARAGE PARKING

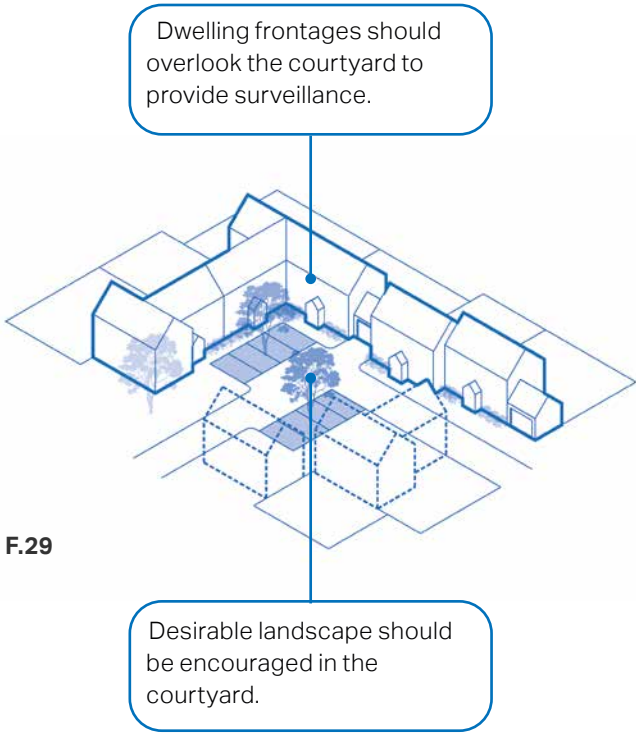
Parking being provided in a garage to the side of a dwelling should be in line with, or slightly set back from the frontage line of the existing dwelling, which is in keeping with the character of the existing village and will reduce the visual impact of cars on the street. Garages should also provide sufficient room for cars to park inside them as well as providing some room for storage.

F.28

Figure 28: Illustrative diagram showing an indicative layout of on-plot garage parking.

PARKING COURTYARD

- This parking arrangement can be appropriate for a wide range of land uses. It is especially suitable for new developments involving terraces fronting busier roads where it is impossible to provide direct access to individual parking spaces;
- Ideally all parking courtyards should benefit from natural surveillance;
- Parking courtyards should complement the public realm; hence it is important that high-quality design and materials, both for hard and soft landscaping elements, are used; and
- Parking bays must be arranged into clusters with groups of 4 spaces as a maximum. Parking clusters should be interspersed with trees and soft landscaping to provide shade, visual interest and to reduce both heat island effects and impervious surface areas.



F.29

Figure 29: Illustrative diagram showing an indicative layout of parking courtyards.

F.30

Figure 30: Positive example of a parking court, elsewhere in the UK.

SP 05- CYCLE PARKING

Houses without garages

- For residential units, where there is no on-plot garage, covered and secured cycle parking should be provided within the domestic curtilage;
- Cycle storage must be provided at a convenient location with an easy access;
- When provided within the footprint of the dwelling or as a free standing shed, cycle parking should be accessed by means of a door at least 900mm and the structure should be at least 2m deep; and
- The use of planting and smaller trees alongside cycle parking can be used.

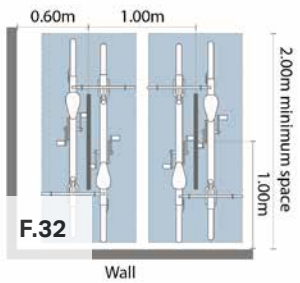


Figure 32: Sheffield cycle stands for visitors and cycle parking illustration.

Houses with garages

- The minimum garage size should be 7m x 3m to allow space for cycle storage;
- Where possible, cycle parking should be accessed from the front of the building either in a specially constructed enclosure or easily accessible garage;
- The design of any enclosure should integrate well with the surroundings; and
- The bicycle must be removed easily without having to move the vehicle.

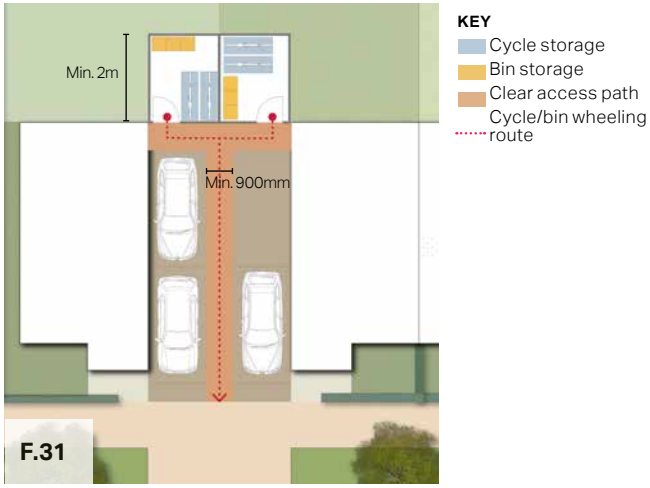


Figure 31: Indicative layout of a bicycle and bin storage area at the back of semi-detached properties.

Figure 33: Example of cycle parking for houses without garages, Cambridge.

Figure 34: Examples of successful storage design solutions for accommodating bicycles at the front of buildings.

SP 07- TREES AND LANDSCAPING

The abundance of trees is one of the Parish's greatest assets. They provide shading and cooling, absorb carbon dioxide, act as habitats and green links for species, reduce air pollution and assist water attenuation and humidity regulation. For people, they help alleviate stress and anxiety, help with recovery from ill-health and create a sense of positive mental health and well-being. In addition, they add life to the landscape and help create a green buffer so that the village is hidden from the outside.

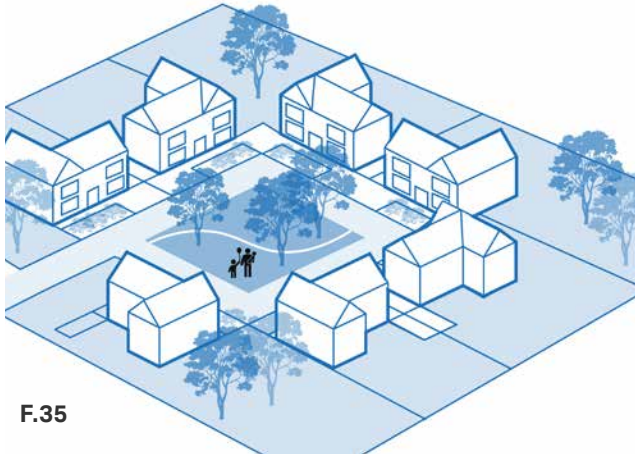


Figure 35: An indicative diagram showing green spaces and landscape planting.

There are different green spaces which need to be protected such as the recreation ground and the fields to the south of the village which are used for walking.

The following guidelines focus on the design aspects and appearance of planting and trees in private gardens as well as public open spaces and streets.

Planting standard

- Aim to preserve existing mature trees, incorporating them into the new landscape design and using them as accents and landmarks, where appropriate;
- Retain and enhance the existing green spaces (listed above) which are essential landscape features throughout the parish;
- Consider canopy size when locating trees; reducing the overall number of trees but increasing the size of trees is likely to have the greatest positive long-term impact;
- Size of tree pits should allow sufficient soil around the tree. Ensure tree stems are in the centre of the verge to provide a 1m clearance of the footway or carriageway;
- Tree root zones should be protected to ensure that trees can grow to their mature size. Root barriers must be installed where there is a risk of damaging foundations, walls and underground utilities;
- New trees should be added to strengthen vistas, focal points and movement corridors, while retaining clear visibility into and out of amenity spaces. They should, however, not block key view corridors and vehicular circulation sight lines;
- New trees should be integrated into

the design of new developments from the outset rather than left as an afterthought to avoid conflicts with above- and below-ground utilities;

- To ensure resilience and increase visual interest, a variety of tree species is preferred over a single one. Tree species should be chosen to reflect the prevailing character of the landscape, soil conditions and the associated mix of native species, but should also have regard to climate change, environmental/habitat benefits, size at maturity and ornamental qualities;
- Regulations, standards, and guidelines relevant to the planting and maintenance of trees are listed below:
- Trees in Hard Landscapes: A Guide for Delivery;[1]
- Trees in the Townscape: A Guide for Decision Makers;[2]

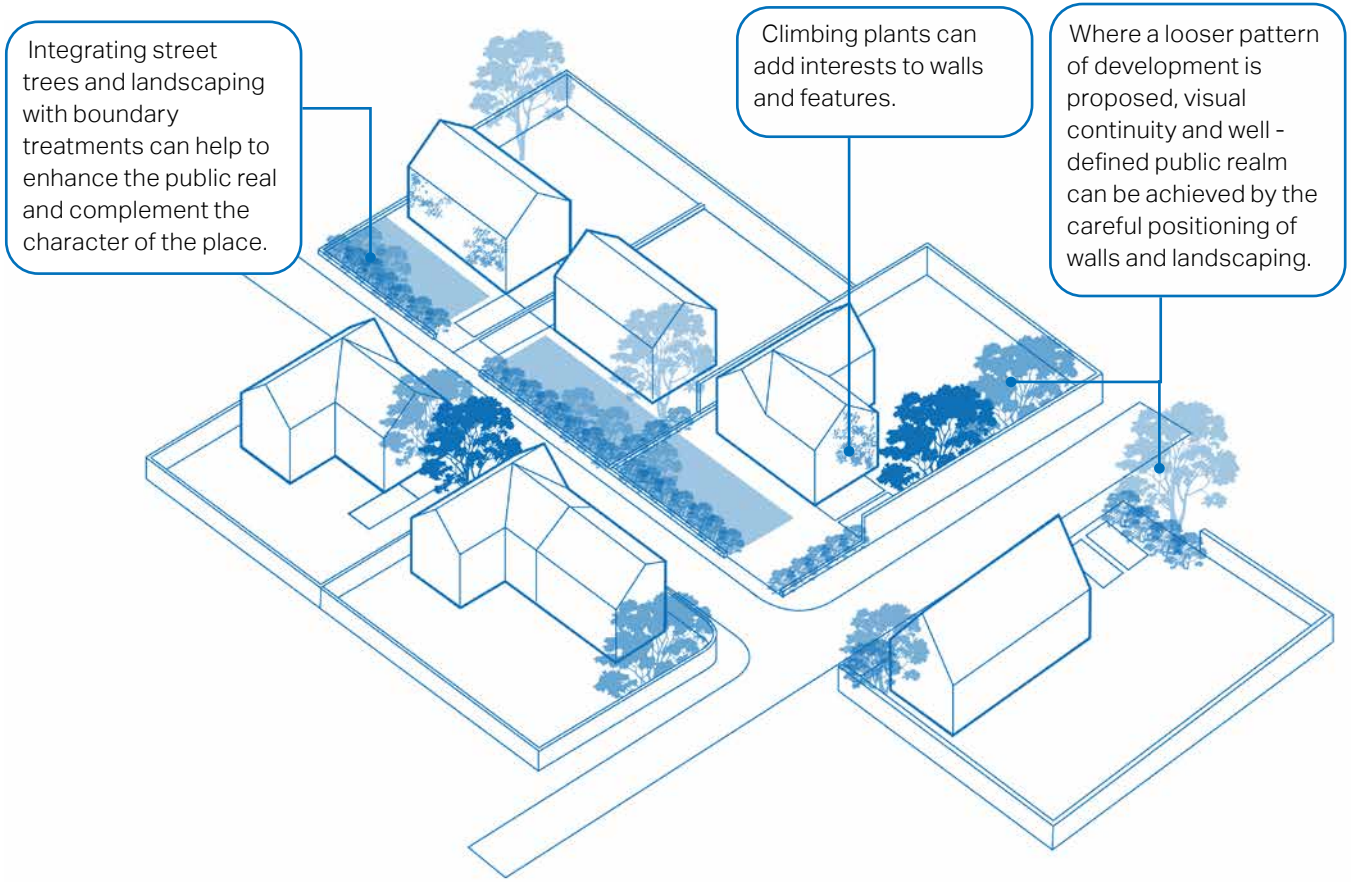


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Figure 36: Diagram showing trees and landscaping that complement the public realm and create a sense of enclosure.

[1] Trees & Design Action Group (2012). *Trees in Hard Landscapes: A Guide for Delivery.* Available at: http://www.tdag.org.uk/uploads/4/2/8/0/4280686/tdag_trees-in-hard-landscapes_september_2014_colour.pdf
[2] Trees & Design Action Group (2012). *Trees in the Townscape: A Guide for Decision Makers.* Available at: http://www.tdag.org.uk/uploads/4/2/8/0/4280686/tdag_treesinthetownscape.pdf

- Tree Species Selection for Green Infrastructure;[3] and
- BS 8545:2014 Trees: from nursery to independence in the landscape - Recommendations.[4]

Give spatial enclosure, provide screening and privacy

The use of hedges, hedgerows trees and walls contribute to the strong character of the area and a sense of enclosure. To respect the existing context, both the building and the boundary feature should be consistent with the prevailing character, although there should be some allowance for some variation to provide added visual interest.

- Existing hedges, hedgerow trees and walls should, wherever appropriate, be retained to contribute to this sense of enclosure. Additional or replacement hedges and trees should be planted to maintain the continuity of existing hedges providing continuity of hedge and hedgerow tree cover; and
- Where appropriate and feasible, any new developments should have setbacks that allow for front gardens or else a small area to provide a planted buffer zone between the private space and public space.

Complement public realm and enhance built environment and local identity

Planting can make an appreciable difference to the appearance of an area, as well as adding to the local identity.

- New development should use boundary features which are complementary to the street and enhance the character of the village. The use of trees, hedges and planting in publicly visible areas, including edges and interfaces, should be encouraged; and
- Climbing plants are good at screening features such as garages, blank walls and fences.

Form focal points and frame views

In addition to the intrinsic value of trees, they can also have a practical use value. In a small-scale open space, trees provide a focal point of interest.

Trees are present throughout West Row which creates a sense of enclosure in places, however they also are used to frame views from the street towards the bordering countryside. It is therefore important that any development on the edge of the settlement reflects this characteristic with its planting.

[3] Trees & Design Action Group (2019). *Tree Species Selection for Green Infrastructure.* Available at: http://www.tdag.org.uk/uploads/4/2/8/0/4280686/tdag_treespeciesguidev1.3.pdf

[4] British Standards Institution (2014). *BS 8545:2014 Trees: from nursery to independence in the landscape - Recommendations.* Available at: https://shop.bsigroup.com/ProductDetail/?pid=000000000030219672

SP 08- STREET LIGHTING AND DARK SKIES

The 'dark skies' character of the countryside should be protected. Dark skies benefit both people and wildlife.

Any new development should minimise impact on the existing 'dark skies' within the settlements and reduce light pollution that disrupts the natural habitat and human health.

The following guidelines aim to ensure there is enough consideration given at the design stage:

- Street lighting should be avoided within areas of public realm, in line with existing settlement character;
- Ensure that lighting schemes such as LED streetlights will not cause unacceptable levels of light pollution, particularly in intrinsically dark areas. These can be areas very close to the countryside or where dark skies are enjoyed;

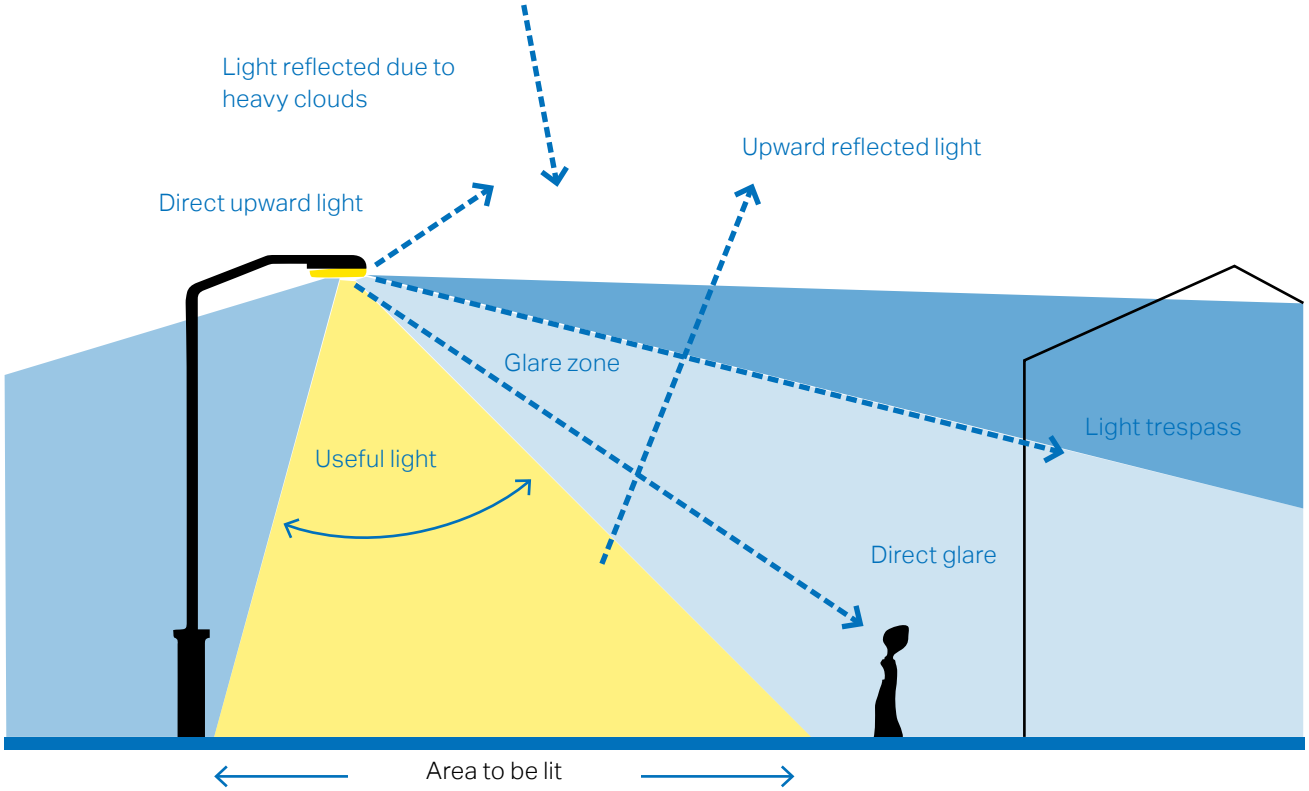

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Figure 37:
Indicative diagram to illustrate the different components of light pollution and what 'good' lighting means.

- Residential lighting i.e. on or around the property; is to be sympathetic with the location and be of low light levels so as to avoid excessive light pollution;
- Consider lighting schemes that could be turned off when not needed ('part-night lighting') to reduce any potential adverse effects; i.e. when a business is closed or, in outdoor areas, switching off at quiet times between midnight and 5am or 6am. Planning conditions could potentially be used to enforce this. External lighting schemes should be PIR controlled and unnecessary lighting avoided;
- Impact on sensitive wildlife receptors throughout the year, or at particular times (e.g. on migration routes), may be mitigated by the design of the lighting or by turning it off or down at sensitive times;
- Glare should be avoided, particularly for safety reasons. This is the uncomfortable brightness of a light source due to the excessive contrast between bright and dark areas in the field of view. Consequently, the perceived glare depends on the brightness of the background against which it is viewed. Glare is affected by the quantity and directional attributes of the source. Where appropriate, lighting schemes could include 'dimming' to lower the level of lighting (e.g. during periods of reduced use of an area, when higher lighting levels are not needed);
- The needs of particular individuals or groups should be considered, where appropriate (e.g. the safety of pedestrians and cyclists); and
- Any new developments and house extensions designs should encourage the use of natural light sources.

B. Built form

The following section outlines guidance and codes that should be considered by developers when creating new development within West Row. Some of the following guidance is directed at development on existing plots, such as extensions, though many can be applied to both new and existing development.

In general, the historic Friday Street area is formed of large plots and dwellings. While this is appropriate when development or redevelopment occurs in those areas, other, newer, areas should be developed in a coherent form with modern best practice. That is, there should be a proportional relationship between size of plot, dwelling and spaces between the dwellings. In general, West Row exhibits a low to medium density with heights averaging 1.5 to 2 storeys, plus some that have subsequently developed into the roof space, and reasonable space between dwellings. The following illustrative diagrams show this intention and new proposals would need to demonstrate that this has been observed.

The structure of the following codes generally starts with policies on a larger scale and subsequently moves to codes related to specific built form details.

BF 01- OVERLOOK PUBLIC SPACE

In order to provide a sense of security and natural surveillance, the windowed front elevation of a dwelling should face the street where this is in keeping with local character. The rear boundaries facing the street should be avoided as this has a negative impact on the character of a street and reduces levels of security and natural surveillance. Rear boundaries should back on to other rear boundaries or provide a soft transition into the natural environment such as at the settlement edge.

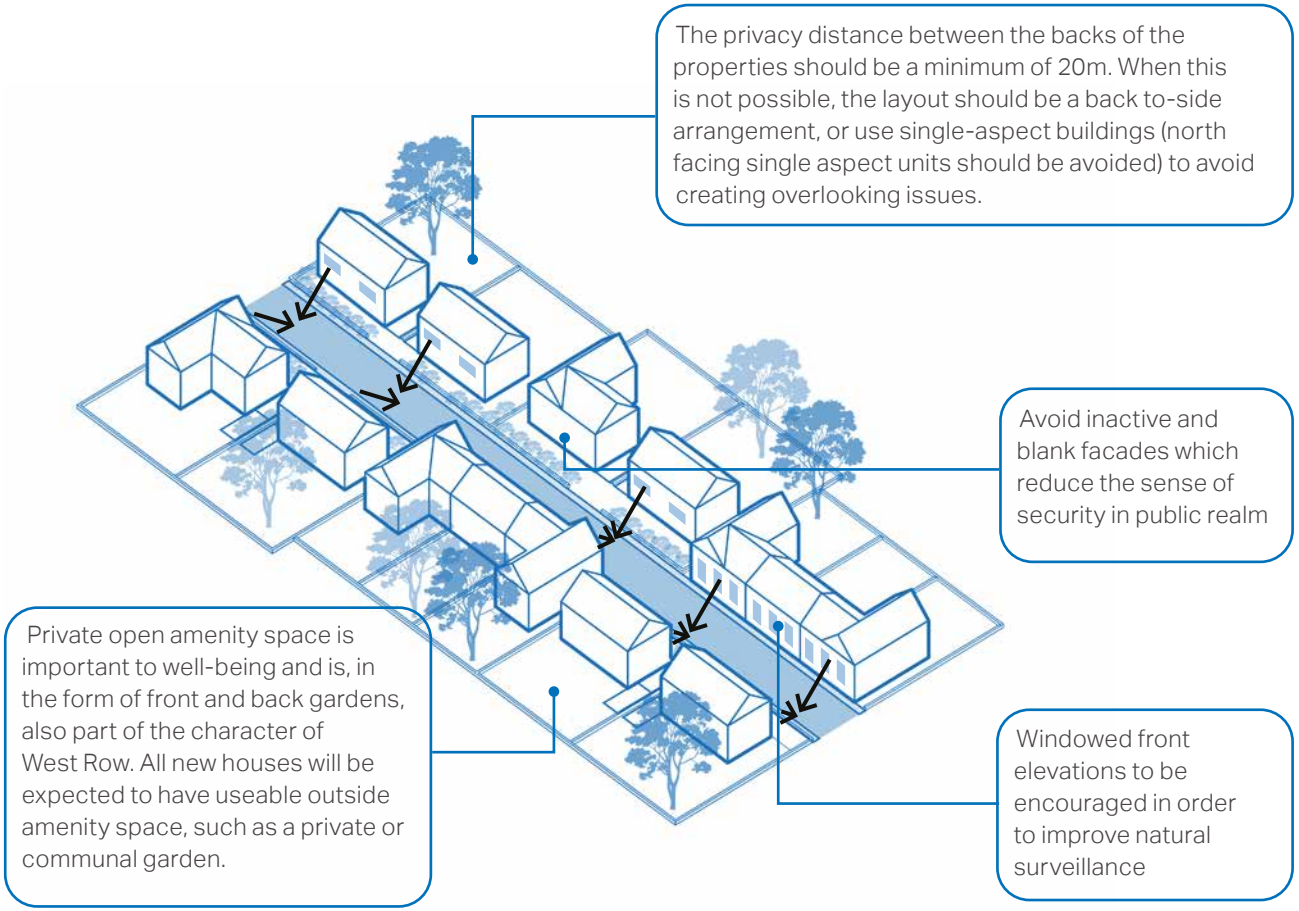

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Figure 38:
Diagram to highlight the importance of natural surveillance to improve the security.

BF 02- DEFINE FRONT AND BACK GARDENS

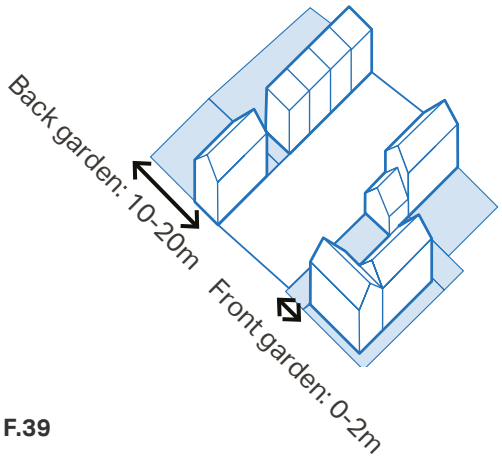
The ratio of garden space to built form within the overall plot is exceptionally important to ensure that the sense of openness and green space within the village is maintained.

Garden widths should reflect the existing plots surrounding them.

Back gardens should be a minimum depth of 10m and provide a minimum area of 50m^2 of useable amenity space[1].

North facing back gardens should exceed 10m in length to ensure sunlight is maximised.

1. The spaces used as amenity such as gardens, shared open space, communal gardens and so on which are able or fit to be used by people



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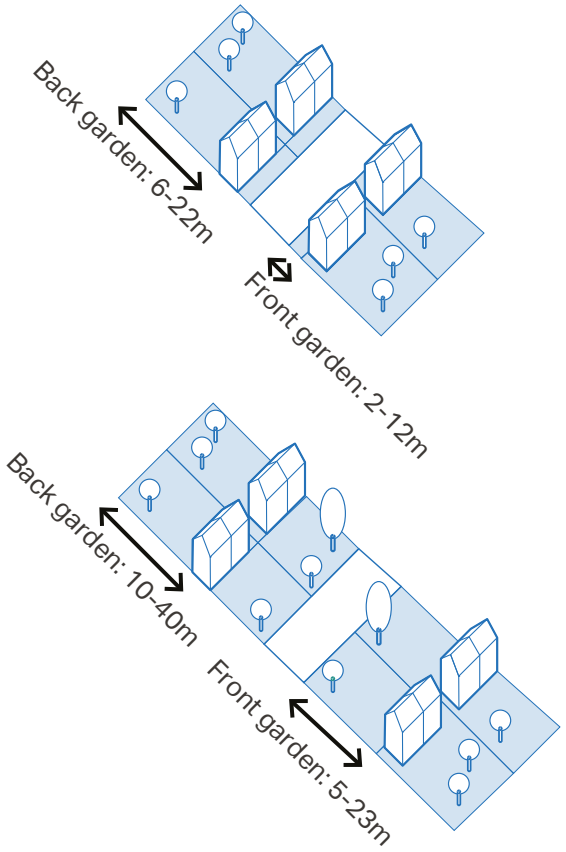

Figure 39: Different proportion of green space varied.

BF 03- MAINTAIN A CONSISTENT BUILDING LINE

The use of continuous building lines and setback distances contribute to the overall character of the area and the sense of enclosure of the streets and public spaces. Continuous building lines with a minimum gap create a strong distinction between public and private spaces, and provide definition to the public realm. Where buildings are more generously set back from the carriageway, the threshold spaces should be well landscaped.

- To ensure sufficient street enclosure, private front thresholds should have a modest depth and accommodate a small garden or area for plantation;
- Low to medium densities in residential areas can vary setbacks in order to respond to the landscape context and the more open character of the area;
- Front gardens can be much deeper where the topography requires so or to respond to the existing character area. It also helps to create a softer transition between countryside, green spaces and built environment; and
- On the edge of the village it is typical for houses to face onto open countryside ratherthan other properties. This is a characteristic that should be retained in any future developments in these parts of the village.

BF 04- DESIRED HEIGHT PROFILE

- Development building heights should accord with the settlement character of two storey dwellings;
- Roofs in the village tend to be generally traditionally pitched, with some hipped examples. New roof type and pitch should reflect this. The use of orange pantile and grey slate is widespread and should be the main roofing material for new development in the Neighbourhood Plan Area along with other roof materials such as smut grey pantiles and black glaze pantiles;
- Innovation which explores the integration of green roof should be encouraged;
- The scale of the roof should always be in proportion to the dimensions of the building itself. Flat roofs for buildings, extensions, garages and dormer windows should be avoided; and
- Chimney type and height should be congruent with the typical Neighbourhood Area chimney precedent examples.

Figure 40: Typical 2 storey detached house within the parish.

Figure 41: Example of some of the bunglow typologies that are currently provided in the village.

BF 05- ESTABLISH A CONSISTENT PROPERTY BOUNDARY

- Buildings should ordinarily front onto streets. The building line can have subtle variations in the form of recesses and protrusions, but will generally follow a consistent line;
- Buildings should be designed to ensure that streets and/or public spaces have good levels of natural surveillance from adjacent buildings. This can be achieved by placing ground floor habitable rooms and upper floor windows facing the street;
- Natural boundary treatments should reinforce the sense of continuity of the building line and help define the street, appropriate to the character of the area. They should be mainly continuous hedges and low walls, as appropriate, made of traditional materials found elsewhere in the village;

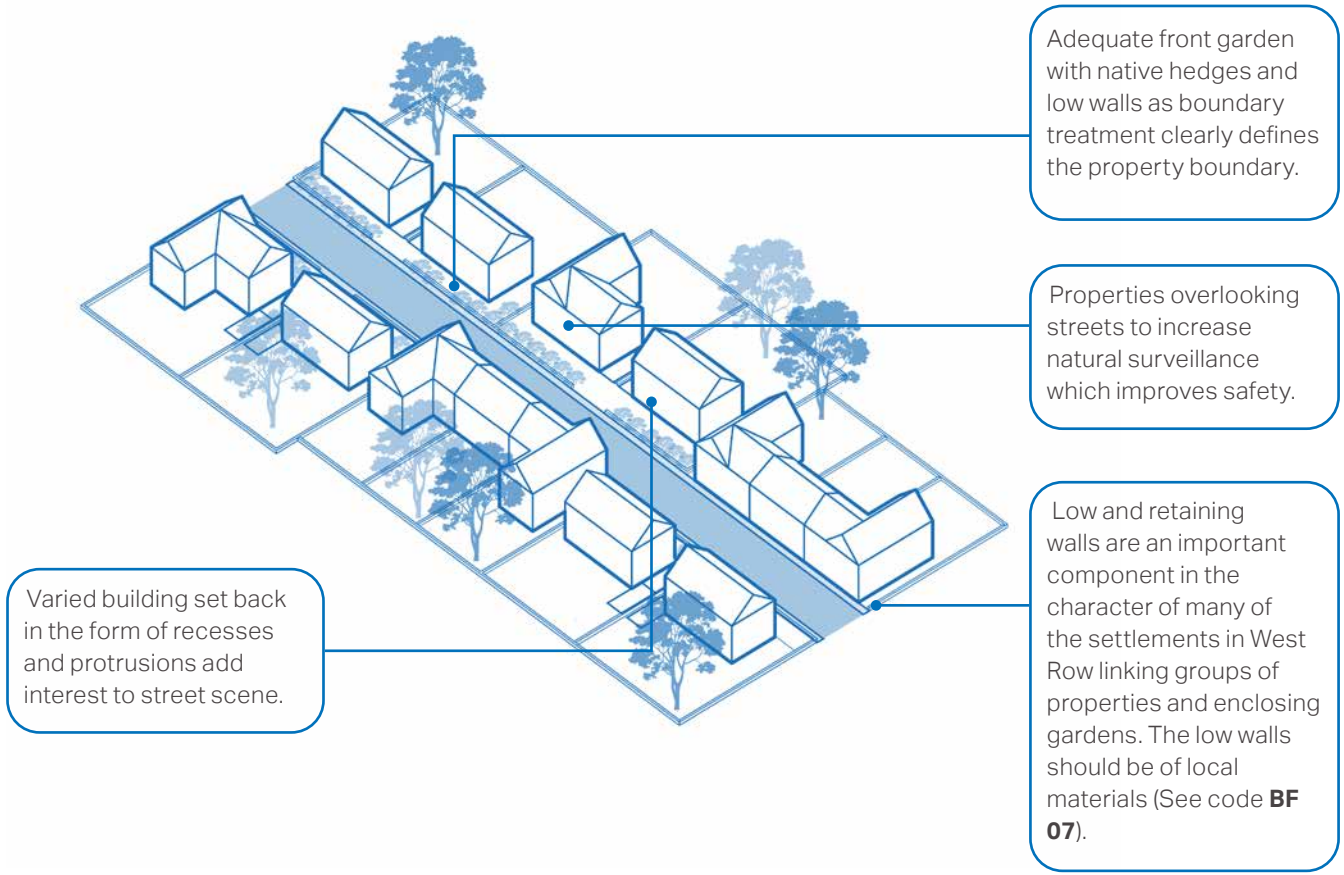

Figure 42: Illustrative diagram showing boundary treatments.

- Front gardens/soft planted shallow setbacks should be provided in most instances, although it is recognised that there are some parts of West Row where the prevailing character and form is one where buildings sit to the back of the footway/ highway;
- If placed on the property boundary, waste storage should be integrated as part of the overall design of the property. Landscaping could also be used to minimise the visual impact of bins and recycling containers; and
- Locally distinctive landscape features and planting, such as low wall boundary and hedges of native species should be used in new development to define boundaries. Any material that is not in keeping with the local character should be avoided.

Figure 43: Grass verge/front garden being used to define the boundary.

Figure 44: Stone wall being used as boundary treatment.

Figure 45: Example of a low hedge being used to define the boundary.

BF 06- EXTENSION AND CONVERSION

There are a number of principles that residential extensions and conversions should follow to maintain character:

- The original building should remain the dominant element of the property regardless of the scale or number of extensions. The newly built extension should not overwhelm the building from any given viewpoint;
- Extensions should not result in a significant loss to the private amenity area of the dwelling;
- Designs that wrap around the existing building and involve overly complicated roof forms should be avoided; and
- The pitch and form of the roof used on the building adds to its character and extensions should respond to this where appropriate.

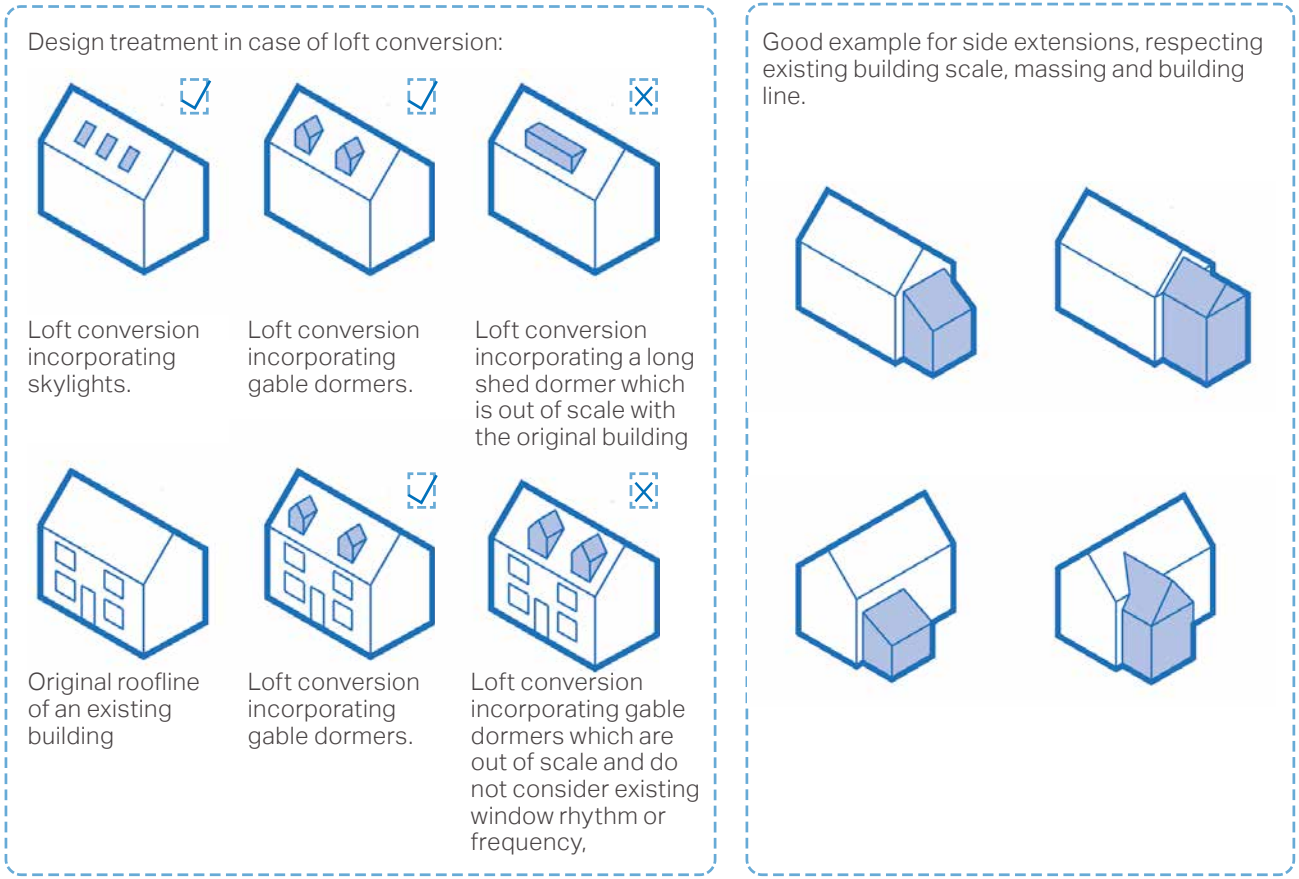

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Figure 46: Some examples for different type of building extensions.

- Extensions should consider the materials, architectural features, window sizes and proportions of the existing building and respect these elements to design an extension that matches and complements the existing building;
- In the case of side extensions, the new part should be set back from the front of the main building and retain the proportions of the original building. This is in order to reduce any visual impact of the join between existing and new;
- In the case of rear extensions, the new part should not have a harmful effect on neighbouring properties in terms of overshadowing, overlooking or privacy issues;
- Many household extensions are covered by permitted development rights, and so do not need planning permission. These rights do not apply in certain locations;
- Any housing conversions should respect and preserve the building's original form and character; and
- Where possible, reuse as much of the original materials as possible, or alternatively, use like-for-like materials. Any new materials should be sustainable and be used on less prominent building parts.

BF 07- ARCHITECTURE DETAILS, MATERIALS AND COLOUR PALETTE

There are diverse architectural styles in the Parish built over several cenuries. West Row village has a very linear feel to it with development over the years spreading along Friday Street towards Beeches Road which is the new core. The post war social housing area has much more of a residential estate feel to it. This leads to a range of different styles and materials.

Some of the buildings have modern extensions and alterations. New developments should encourage and support innovative and proactive approaches to design and opportunities to deliver decentralised energy systems powered by a renewable or low carbon source and associated infrastructure, including community-led initiatives.

New developments should strive for good quality design that meets climatic targets for CO2 emissions and that can be constructed sustainabily, maximising opportunities for recycling.

Figure 47: Flint walling and atristic brcikwork

Figure 48: Yellow brick building with metal porch.

Figure 49: Modern 2 storey building design that can be found throughout the parish using red brick and white render.

The special character of buildings in West Row historic core arises from the mixture of local stock brick, flint, render, red brick, slates and red pantiles.

Informed by the local vernacular, the following pages illustrate acceptable materials and detailing for future housing developments in West Row. The use of traditional construction finishes should be specified for all new development and repair work. Material specification, quality for repair, replacement and modern developments should be maintained. The requirement for additional housing in the village should not trump architectural quality and character of the area.

Future developments should carefully apply this code to avoid creating a pastiche of the existing local vernacular. Detailing can be interpreted using contemporary methods to avoid this.

In the case of a conversion of an existing historic building into a residential use, this should look to preserve and enhance any


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F.51

Figure 50: Red pantiles and flint is a combination that can be found on several of the older buildings in the parish.

Figure 51: Painted render on buildings help add to the street scene.

existing heritage features, to maintain the integrity of the original building. Any new fenestration should be positioned carefully to maintain the character and balance of the building and reflect the existing design through use of complementary materials and finishes. These buildings create the opportunity to provide large single dwellings or can be split into a series of smaller dwellings.

Wall materials

There are different wall materials in the village such as red brick, yellow brick, flint, stone brick, timber, weatherboarding and light colours of render.

Fenestration materials

There are various materials used for windows and doors in West Row such as sash, casement, bay windows, pedimented doorcase, portico entrances, pithed porches, and square-headed door.

Roof materials

Of those roof materials in the village, red pantile, smut grey pantiles, black glaze pantiles, and thatched are more often used. The majority of buildings have pitched roofs, but hipped roofs can be found in the village too.

Ground surface materials

Generally gravel and pebble are used in majority of ground surface in the village.

Boundary treatment materials

There are a wide variety of boundary treatments in the village such as hedgerows, low walls with red brick and mature planting.

BF 08- CONVERSION OF AGRICULTURAL BUILDINGS

The redevelopment of farm buildings has been a feature in the parish, with some high quality conversions adding to the variety of housing.

- Avoid domestic add-ons such as chimneys, porches, satellite dishes, domestic external lighting and hanging baskets;
- Retain characteristic features of historic working buildings such as the openings, which should not be filled in, ventilation slots (often patterned) and any use-specific historic additions;
- New openings should generally be avoided, and kept to a minimum when necessary. They should never be planned in a regular or symmetrical pattern, as this is overly domestic;
- Avoid features such as dormer windows. If rooflights are used, they should be sited discreetly so as to not become a feature in the landscape;
- Where included, solar PV panels should integrate with the overall pitch, materials and feel of the roof;
- Existing brickwork should be reused or reclaimed. Consideration should be given to the material source and matching the colour, texture, size and bond of the existing brickwork and flints;
- Courtyards should be surfaced in a material that reflects its rural setting. Farmyards should remain open and not be divided by fences or walls. Parking spaces should not be formally marked out; and
- Boundary brick walls should be left intact, and not chopped through or reduced for access or to create visual splays.

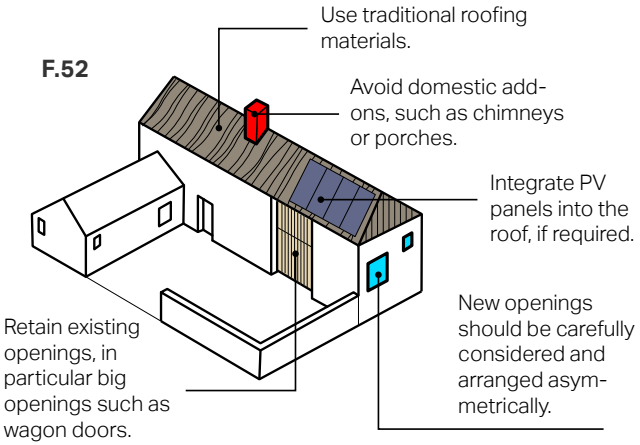

Figure 52: Diagram to illustrate some design principles for the design of agricultural buildings.

EE. Environmental and energy efficiency

Design codes in the following section apply to the whole of West Row Neighbourhood Area. They contain important policies that will help to reduce our collective impact on the planet while allowing the natural environment in and around West Row to flourish.

They include general guidance that apply to both new and existing development as some of the policies can be used to modify existing dwellings to become more environmentally sustainable.

Owing to West Row's rich green space character, it is hoped that more of these policies are adopted in the future to help preserve and sustain this distinct character.

EE 01- FEATURES IN DWELLINGS

The following section elaborates on energy efficient technologies that could be incorporated in buildings and at broader Parish design scale as principles.

Use of such principles and design tools should be encouraged in order to contribute towards a more sustainable environment.

Energy efficient or eco design combines all around energy efficient appliances and lighting with commercially available renewable energy systems, such as solar electricity and/or solar/ water heating and electric charging points.

Figure 53 shows a portfolio of possible measures for both existing and new homes. Please note that some of them, such as double/triple glazing, draught proofing and solar panels, can sometimes be problematic on older buildings and those used as second homes or holiday lets."

F.53

Figure 53: Diagram showing low-carbon homes in both existing and new build conditions.

Existing homes

1. **Insulation** in lofts and walls (cavity and solid)
2. **Double or triple glazing with shading** (e.g. tinted window film, blinds, curtains and trees outside)
3. **Low- carbon heating** with heat pumps
4. **Draught proofing** of floors, windows and doors
5. **Highly energy-efficient appliances** (e.g. A++ and A+++ rating)
6. **Highly waste-efficient devices** with low-flow showers and taps, insulated tanks and hot water thermostats
7. **Green space (e.g. gardens and trees)** to help reduce the risks and impacts of flooding and overheating
8. **Flood resilience and resistance** with removable air brick covers, relocated appliances (e.g. installing washing machines upstairs), treated wooden floors

Existing and new build homes

- A **High levels of airtightness**
- B **Triple glazed windows and external shading** especially on south and west faces
- C **Low-carbon heating**
- D **More fresh air** with mechanical ventilation and heat recovery, and passive cooling
- E **Water management and cooling** more ambitious water efficiency standards, green roofs and reflective walls
- F **Flood resilience and resistance** e.g. raised electrical, concrete floors and greening your garden
- G **Construction and site planning** timber frames, sustainable transport options (such as cycling)
- H **Solar panels**
- I **Electric car charging point**

EE 02- BUILDING FABRIC

THERMAL MASS

Thermal mass describes the ability of a material to absorb, store and release heat energy. Thermal mass can be used to even out variations in internal and external conditions, absorbing heat as temperatures rise and releasing it as they fall. Thermal mass can be used to store high thermal loads by absorbing heat introduced by external conditions, such as solar radiation, or by internal sources such as appliances and lighting, to be released when conditions are cooler. This can be beneficial both during the summer and the winter.

Thermal storage in construction elements can be provided, such as a trombe wall placed in front of a south facing window or concrete floor slabs that will absorb solar radiation and then slowly re-release it into the enclosed space. Mass can be combined with suitable ventilation strategies.

INSULATION

Thermal insulation can be provided for any wall or roof on the exterior of a building to prevent heat loss. Particular attention should be paid to heat bridges around corners and openings at the design stage.

Provide acoustic insulation to prevent the transmission of sound between active (i.e. living room) and passive spaces (i.e. bedroom). Provide insulation and electrical insulation to prevent the passage of fire between spaces or components and to contain and separate electrical conductors.

AIRTIGHTNESS

Airtight constructions help reduce heat loss, improving comfort and protecting the building fabric. Airtightness is achieved by sealing a building to reduce infiltration- which is sometimes called uncontrolled ventilation. Simplicity is key for airtight design. The fewer junctions the simpler and more efficient the airtightness design will be.

An airtight layer should be formed in the floor, walls and roof. Doors, windows and roof lights to the adjacent walls or roof should be sealed. Interfaces between walls and floor and between walls and roof, including around the perimeter of any intermediate floor should be linked. Water pipes and soil pipes, ventilation ducts,

incoming water, gas, oil, electricity, data and district heating, chimneys and flues, including air supplies to wood burning stoves, connections to external services, such as entry phones, outside lights, external taps and sockets, security cameras and satellite dishes should be considered.

The opposite diagram illustrates some of these key considerations.

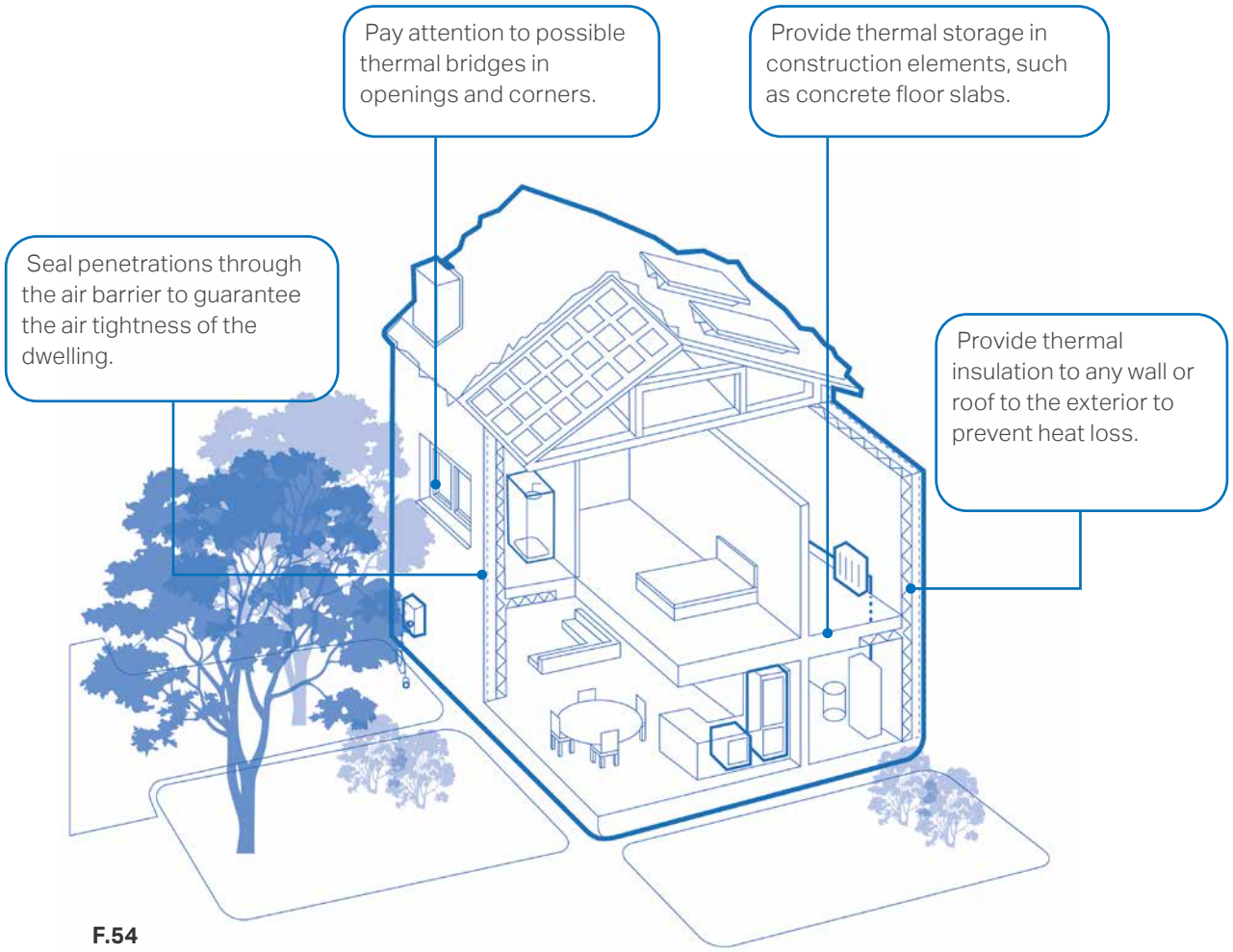

Figure 54: Diagram illustrating aspects of the building fabric to be considered.

EE 03- FLOOD MITIGATION

There are various ways to mitigate flood risk such as Sustainable urban Drainage System (SuDS), rainwater harvesting, and permeable pavements which are elaborated on the following pages. It is also important to note the need to consult Suffolk County Council, as Lead Local Flood Authority, in relation to surface water drainage proposals for major development.

SUSTAINABLE DRAINAGE SYSTEM (SUDS)

The term SuDS stands for Sustainable Drainage Systems. It covers a range of approaches to managing surface water in a more sustainable way to reduce flood risk and improve water quality whilst improving amenity benefits.

SuDS work by reducing the amount and rate at which surface water reaches a waterway or combined sewer system. Usually, the most sustainable option is collecting this water for reuse, for example in a water butt or rainwater harvesting system, as this has the added benefit of reducing pressure on important water sources.

Where reuse is not possible there are two alternative approaches using SuDS:

- Infiltration, which allows water to percolate into the ground and eventually restore groundwater; and
- Attenuation and controlled release, which holds back the water and slowly releases it into the sewer network. Although the overall volume entering the sewer system is the same, the peak flow is reduced. This reduces the risk of sewers overflowing. Attenuation and controlled release options are suitable when either infiltration is not possible (for example where the water table is high or soils are clay) or where infiltration could be polluting (such as on contaminated sites).

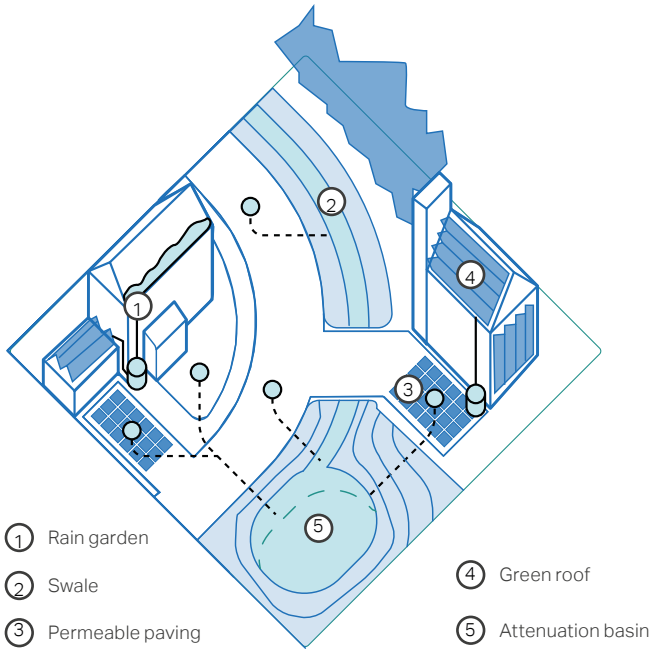

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Figure 55: Diagram showing the best use of harvesting water systems rain garden, swales, permeable paving, green roofs.

The most effective type or design of SuDS would depend on site-specific conditions such as underlying ground conditions, infiltration rate, slope, or presence of ground contamination. A number of overarching principles can however be applied:

- Reduce runoff rates by facilitating infiltration into the ground or by providing attenuation that stores water to help slow its flow down so that it does not overwhelm water courses or the sewer network;
- Integrate into development and improve amenity through early consideration in the development process and good design practices;
- SuDS are often as important in areas that are not directly in an area of flood risk themselves, as they can help reduce downstream flood risk by storing water upstream;
- Some of the most effective SuDS are vegetated, using natural processes to slow and clean the water whilst increasing the biodiversity value of the area;
- Best practice SuDS schemes link the water cycle to make the most efficient use of water resources by reusing surface water; and
- SuDS must be designed sensitively to augment the landscape and provide biodiversity and amenity benefits.

Figure 56: Examples of SuDS designed as a public amenity and fully integrated into the design of the public realm, Sweden.

RAINWATER HARVESTING

Rainwater harvesting is a system for capturing and storing rainwater as well as enabling the reuse of in-situ grey water. Some design considerations include:

- Concealing tanks with complementary cladding;
- Use attractive materials or finishing for pipes, unsightly pipes should be avoided;
- Combine landscape or planters with water capture systems; and
- Use underground tanks.

Figure 57: Example of a rainwater harvesting tank in the shape of a bee hive.

Figure 58: Example of a modular water tank.

PERMEABLE PAVEMENTS

Most built-up areas, including roads and driveways, increase impervious surfaces and reduce the capacity of the ground to absorb runoff water. This in turn increases the risks of surface water flooding. Permeable pavements offer a solution to maintain soil permeability while performing the function of conventional paving. The choice of permeable paving units must be made depending on the local context; the units may take the form of unbound gravel, clay pavers, or stone setts.

Permeable paving can be used where appropriate on footpaths, public squares, private access roads, driveways, and private areas within the individual development boundaries.

It is recommended that the majority of the unbuilt areas in the plot (i.e. gardens) are permeable by means of landscape such as grass or earth as well as permeable and filtrating pavements. As a rule of thumb the % of permeable area should be between 25% to 75% of the unbuilt part of a plot.

In addition, permeable pavement must also comply with:

- Flood and Water Management Act 2010, Schedule 3;[1]
- The Building Regulations Part H – Drainage and Waste Disposal;[2]
- Town and Country Planning (General Permitted Development) (England) Order 2015;[3]

Regulations, standards, and guidelines relevant to permeable paving and sustainable drainage are listed below:

[1] Great Britain (2010). Flood and Water Management Act, Schedule 3. Available at: http://www.legislation.gov.uk/ukpga/2010/29/schedule/3

[2] Great Britain (2010). *The Building Regulations Part H – Drainage and Waste Disposal*. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/442889/BR_PDF_AD_H_2015.pdf

[3] Great Britain (2015). *Town and Country Planning (General Permitted Development) (England) Order 2015*. Available at: http://www.legislation.gov.uk/uksi/2015/596/pdfs/uksi_20150596_en.pdf

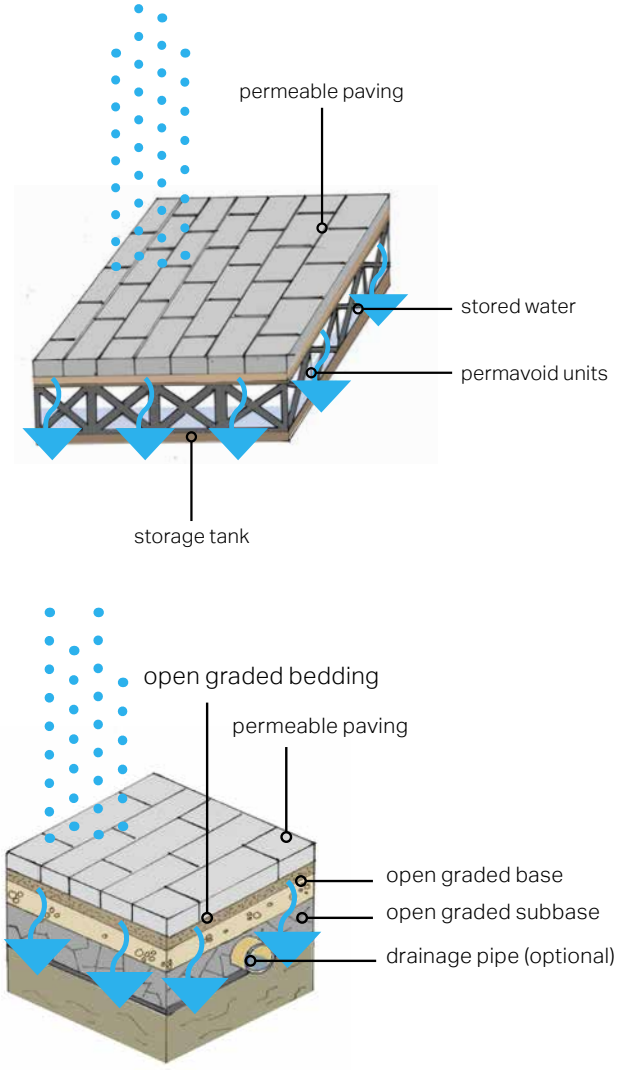

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Figure 59: Diagrams illustrating the functioning of a soak away.

- Sustainable Drainage Systems - non-statutory technical standards for sustainable drainage systems;[4]
- The SuDS Manual (C753);[5]
- BS 8582:2013 Code of practice for surface water management for development sites;[6]
- BS 7533-13:2009 Pavements constructed with clay, natural stone or concrete pavers;[7] and
- Guidance on the Permeable Surfacing of Front Gardens.[8]

Figure 60: A good example of permeable paver (Source: https://www.paverconnection.com/testimonial/hedwig-village-permeable-driveway-and-patio-upgrade/).

Figure 61: A good example of clay paver (Source: https://www.londonstone.co.uk/brick-pavers/paving-bricks/).

[4] Great Britain. Department for Environment, Food and Rural Affairs (2015). *Sustainable drainage systems – non-statutory technical standards for sustainable drainage systems*. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/415773/sustainable-drainage-technical-standards.pdf

[5] CIRIA (2015). The SuDS Manual (C753).
[6] British Standards Institution (2013). *BS 8582:2013 Code of practice for surface water management for development sites*. Available at: https://shop.bsigroup.com/ProductDetail/?pid=000000000030253266
[7] British Standards Institution (2009). *BS 7533-13:2009 Pavements constructed with clay, natural stone or concrete pavers.* Available at: https://shop.bsigroup.com/ProductDetail/?pid=000000000030159352
[8] Great Britain. Ministry of Housing, Communities & Local Government (2008). *Guidance on the Permeable Surfacing of Front Gardens*. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/7728/pavingfrontgardens.pdf

EE 04- WASTE STORAGE AND SERVICING

With modern requirements for waste separation and recycling, the number and size of household bins has increased. This poses a problem with the aesthetics of the property.

- Servicing arrangements should have a specific and attractive enclosure of sufficient size for all the necessary bins, this avoids the blocking of pavements with bins and makes the public realm more attractive. The storage solutions should be kept to the minimum dimensions in order to prevent the footprint being converted into an annexe at a later date;
- Create a specific enclosure of sufficient size for all the necessary bins;
- Bins should be placed as close to the dwelling's boundary and the public highway, such as against wall, fence or hedge;
- Refer to the materials palette to analyse what would be a complementary material;
- Create an environmentally sustainable enclosure to contain all bins; and
- The illustrations below show some successful design solutions for accommodating bins within the plot.

Figure 62: Examples of successful storage design solutions for accommodating bins at the front of buildings.

EE 05- WILDLIFE FRIENDLY FEATURES

Biodiversity and woodlands should be protected and enhanced where possible.

- Roadside verges, hedges, and trees should act as natural buffers and should be protected when planning new developments;
- Abrupt edges to development with little vegetation or landscape on the edge of the settlement should be avoided and, instead, comprehensive landscape buffering should be encouraged;
- New developments and building extensions should aim to strengthen biodiversity and the natural environment; and
- Ensure habitats are buffered. Widths of buffer zones should be wide enough and based on specific ecological function.

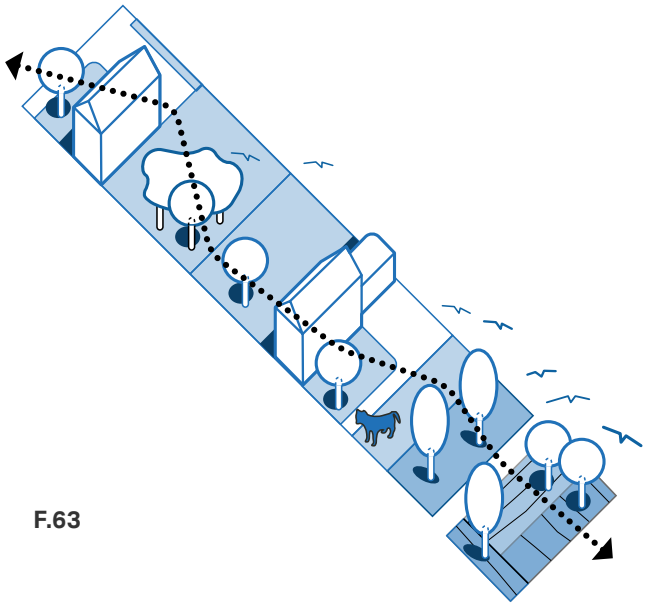

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Figure 63: Diagram to highlight the importance of creating wildlife corridors.

Figure 64: Examples of a bughouse decorating rear gardens or public green spaces.

Figure 65: Examples of a frog habitat decorating rear gardens or public green spaces.

4.2 Checklists

As the design guidance and codes in this document cannot cover all design eventualities, this chapter provides a number of questions based on established good practice against which the design proposal should be evaluated. The aim is to assess all proposals by objectively answering the questions below. Not all the questions will apply to every development. The relevant ones, however, should provide an assessment as to whether the design proposal has considered the context and provided an adequate design solution.

As a first step there are a number of ideas or principles that should be present in all proposals. These are listed under 'General design guidance for new development'. Following these ideas and principles, several questions are listed for more specific topics on the following pages.

1

General design guidelines for new development:

- Integrate with existing paths, streets, circulation networks and patterns of activity;
- Reinforce or enhance the established settlement character of streets, greens, and other spaces;
- Harmonise and enhance existing settlement in terms of physical form, architecture and land use;
- Relate well to local topography and landscape features, including prominent ridge lines and long-distance views;
- Reflect, respect, and reinforce local architecture and historic distinctiveness;
- Retain and incorporate important existing features into the development;
- Respect surrounding buildings in terms of scale, height, form and massing;
- Adopt contextually appropriate materials and details;
- Provide adequate open space for the development in terms of both quantity and quality;
- Incorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features;
- Ensure all components e.g. buildings, landscapes, access routes, parking and open space are well related to each other;
- Positively integrate energy efficient technologies;
- Make sufficient provision for sustainable waste management (including facilities for kerbside collection, waste separation, and minimisation where appropriate) without adverse impact on the street scene, the local landscape or the amenities of neighbours;
- Ensure that places are designed with management, maintenance and the upkeep of utilities in mind; and
- Seek to implement passive environmental design principles by, firstly, considering how the site layout can optimise beneficial solar gain and reduce energy demands (e.g. insulation), before specification of energy efficient building services and finally incorporate renewable energy sources.

2

Street grid and layout:

- Does it favour accessibility and connectivity? If not, why?
- Do the new points of access and street layout have regard for all users of the development; in particular pedestrians, cyclists and those with disabilities?
- What are the essential characteristics of the existing street pattern; are these reflected in the proposal?
- How will the new design or extension integrate with the existing street arrangement?
- Are the new points of access appropriate in terms of patterns of movement?
- Do the points of access conform to the statutory technical requirements?

3 (continues)

Local green spaces, views & character:

- What are the particular characteristics of this area which have been taken into account in the design; i.e. what are the landscape qualities of the area?
- Does the proposal maintain or enhance any identified views or views in general?
- How does the proposal affect the trees on or adjacent to the site?
- Can trees be used to provide natural shading from unwanted solar gain? i.e. deciduous trees can limit solar gains in summer, while maximising them in winter.
- Has the proposal been considered within its wider physical context?
- Has the impact on the landscape quality of the area been taken into account?
- In rural locations, has the impact of the development on the tranquillity of the area been fully considered?
- How does the proposal impact on existing views which are important to the area and how are these views incorporated in the design?
- Can any new views be created?
- Is there adequate amenity space for the development?
- Does the new development respect and enhance existing amenity space?

3

Local green spaces, views & character:

- Have opportunities for enhancing existing amenity spaces been explored?
- Will any communal amenity space be created? If so, how this will be used by the new owners and how will it be managed?
- Is there opportunity to increase the local area biodiversity?
- Can green space be used for natural flood prevention e.g. permeable landscaping, swales etc.?
- Can water bodies be used to provide evaporative cooling?
- Is there space to consider a ground source heat pump array, either horizontal ground loop or borehole (if excavation is required)?

4

Gateway and access features:

- What is the arrival point, how is it designed?
- Does the proposal maintain or enhance the existing gaps between settlements?
- Does the proposal affect or change the setting of a listed building or listed landscape?
- Is the landscaping to be hard or soft?

5 (continues)

Buildings layout and grouping:

- What are the typical groupings of buildings?
- How have the existing groupings been reflected in the proposal?
- Are proposed groups of buildings offering variety and texture to the townscape?
- What effect would the proposal have on the streetscape?
- Does the proposal maintain the character of dwelling clusters stemming from the main road?
- Does the proposal overlook any adjacent properties or gardens? How is this mitigated?
- Subject to topography and the clustering of existing buildings, are new buildings oriented to incorporate passive solar design principles?

5

Buildings layout and grouping:

- If any of the buildings were to be heated by an individual air source heat pump (ASHP), is there space to site it within the property boundary without infringing on noise and visual requirements?
- Can buildings with complementary energy profiles be clustered together such that a communal low carbon energy source could be used to supply multiple buildings that might require energy at different times of day or night to reduce peak loads? And/or can waste heat from one building be extracted to provide cooling to that building as well as heat to another building?

6

Buildings heights and roofline:

- What are the characteristics of the roofline?
- Have the proposals paid careful attention to height, form, massing and scale?
- If a higher than average building(s) is proposed, what would be the reason for making the development higher?
- Will the roof structure be capable of supporting a photovoltaic or solar thermal array either now, or in the future?
- Will the inclusion of roof mounted renewable technologies be an issue from a visual or planning perspective? If so, can they be screened from view, being careful not to cause over shading?

7

Building line and boundary treatment:

- What are the characteristics of the building line?
- How has the building line been respected in the proposals?
- Has the appropriateness of the boundary treatments been considered in the context of the site?

8

Household extensions:

- Does the proposed design respect the character of the area and the immediate neighbourhood, and does it have an adverse impact on neighbouring properties in relation to privacy, overbearing or overshadowing impact?
- Is the roof form of the extension appropriate to the original dwelling (considering angle of pitch)?
- Do the proposed materials match those of the existing dwelling?
- In case of side extensions, does it retain important gaps within the street scene and avoid a 'terracing effect'?
- Are there any proposed dormer roof extensions set within the roof slope?
- Does the proposed extension respond to the existing pattern of window and door openings?
- Is the side extension set back from the front of the house?
- Does the extension offer the opportunity to retrofit energy efficiency measures to the existing building?
- Can any materials be re-used in situ to reduce waste and embodied carbon?

9 (continues)

Building materials and surface treatment:

- What is the distinctive material in the area?
- Does the proposed material harmonise with the local materials?
- Does the proposal use high-quality materials?
- Have the details of the windows, doors, eaves and roof details been addressed in the context of the overall design?
- Do the new proposed materials respect or enhance the existing area or adversely change its character?
- Are recycled materials, or those with high recycled content proposed?

9

Building materials and surface treatment:

- Has the embodied carbon of the materials been considered and are there options which can reduce the embodied carbon of the design? For example, wood structures and concrete alternatives.
- Can the proposed materials be locally and/or responsibly sourced? E.g. FSC timber, or certified under BES 6001, ISO 14001 Environmental Management Systems?

10

Car parking:

- What parking solutions have been considered?
- Are the car spaces located and arranged in a way that is not dominant or detrimental to the sense of place?
- Has planting been considered to soften the presence of cars?
- Does the proposed car parking compromise the amenity of adjoining properties?
- Have the needs of wheelchair users been considered?
- Can electric vehicle charging points be provided?
- Can secure cycle storage be provided at an individual building level or through a central/ communal facility where appropriate?
- If covered car ports or cycle storage is included, can it incorporate roof mounted photovoltaic panels or a biodiverse roof in its design?

11

Architectural details and design:

- Does the proposal harmonise with the adjacent properties? This means that it follows the height massing and general proportions of adjacent buildings and how it takes cues from materials and other physical characteristics.
- Does the proposal maintain or enhance the existing landscape features?
- Has the local architectural character and precedent been demonstrated in the proposals?
- If the proposal is a contemporary design, are the details and materials of a sufficiently high enough quality and does it relate specifically to the architectural characteristics and scale of the site?
- Is it possible to incorporate passive environmental design features such as larger roof overhangs, deeper window reveals and/or external louvres/shutters to provide shading in hotter months?
- Can the building designs utilise thermal mass to minimise heat transfer and provide free cooling?
- Can any external structures such as balconies be fixed to the outside of the building, as opposed to cantilevering through the building fabric to reduce thermal bridge?

Delivery

05

5. Delivery

5.1 How to use this guide

The Design Guidelines will be a valuable tool in securing context-driven, high quality development within the parish of West Row. They will be used in different ways by different users in the planning and development process.

What follows is a list of actors and how they will use the design guidelines:

Users	How They Will Use the Design Guidelines
Applicants, developers, and landowners	As a guide to community and Local Planning Authority expectations on design, allowing a degree of certainty – they will be expected to follow the Guidelines as planning consent is sought.
Local Planning Authority	As a reference point, embedded in policy, against which to assess planning applications. The Design Guidance and Codes should be discussed with applicants during any pre-application discussions.
Parish Council	As a guide when commenting on planning applications, ensuring that the Design Guidance and Codes are complied with.
Community organisations	As a tool to promote community-backed development and to inform comments on planning applications.
Statutory consultees	As a reference point when commenting on planning applications.

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