

LONDON BOROUGH OF HOUNSLOW

UNITARY DEVELOPMENT PLAN

**Supplementary
Planning Guidance
(February 1997)**

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INTRODUCTION

The standards and controls given in this document are the Council's adopted criteria against which planning applications are assessed. Once the principle of development is accepted, the Council will seek compliance with these standards and controls while recognising that sensitivity and flexibility will be required to take into account individual circumstances. The standards and controls will also be applied in an appropriate and sensitive manner to the development briefs produced by the Council.

The justification for having standards and controls is twofold:

- (i) to prevent developments which may be detrimental to the environment and;
- (ii) to ensure that the site or premises are satisfactory for the proposed use. Standards establish acceptable minimum levels of provision, except where stated (e.g. parking standards are maximum levels). It must be stressed that the Council will encourage, whenever possible, schemes which improve upon the minimum standard and enhance the environment.

This document collects together the existing standards and controls used by the Council, which have also been updated and reviewed where necessary. Reference should also be made to the following Council guidelines which have not been reproduced in full but which will be used when considering planning applications: "Think Access: Designing for People with Disabilities", "House Extensions: General Design Guidelines" and "Childcare: Guidelines for Good Practice", Shop fronts and Shopping Design Guidelines. Copies are available from the Environmental Services Department.

In monitoring and reviewing the UDP against its stated objectives, the Council may need to revise and add to these Standards and Controls. The Council will produce supplementary planning guidance where required to give additional guidance in specific policy areas.

General Standards and Controls

1. DESIGN & LAYOUT

1. The design and layout of proposed developments must enable them to be compatible with, and make a positive contribution to, the character of the district or locality. New buildings must relate satisfactorily to adjoining and neighbouring buildings and spaces. The scale, massing, siting, size and height of these buildings should be respected by new development, although this need not exclude original innovative design solutions. In assessing individual proposals, account will be taken of the detailed characteristics of buildings and spaces in the locality. Design of façade should have regard to the established horizontal and vertical visual patterns of surrounding buildings.
2. An important element of the character of local areas is the amount of space around, and the distance between buildings, which should be safeguarded in order to minimise the visual impact, preserve outlook and prevent unreasonable loss of privacy from overlooking. New development should respect the established building line and street pattern of the area in which they are situated. Developments should be designed to show a clear distinction between the public and the private areas.
3. The layout should pay regard to existing landscape features and landscape enhancement. The scheme should retain as far as possible existing trees and shrubs. (See SPG2: Information Required for Development of Sites of Ecological or Landscape Importance).
4. Car parking and servicing areas should be designed sensitively incorporating appropriate landscaping. Car parking should not dominate visually the development which it serves.
5. Attention should be paid to the colour and texture of materials. Samples of facing materials to be used shall be submitted to the local planning authority to ensure a satisfactory standard of external appearance such as bricks, tiles, slates, paviers and other surfacing materials. Details of boundary treatment, graffiti resistant and non-slip materials should also be submitted.

2. INFORMATION REQUIRED FOR DEVELOPMENT SITES OF ECOLOGICAL OR LANDSCAPE IMPORTANCE

1. The purpose of these guidelines is to ensure that the existing landscape structure is given all due consideration in the preparation of development proposals. It is important to retain, wherever possible, existing site features to create a sense of continuity. The Council will, therefore, require certain planning applications (as set out below) to include a site survey and to demonstrate that account has been taken of existing site conditions.
2. Applications affecting sites of acknowledged ecological importance and/or landscape value will need to be accompanied by a full site survey. The guidelines will also be applicable to redevelopment proposals where significant landscape works are likely.
3. In order that the ecological and landscape potential of a site can be fully assessed, a detailed plan showing all site features and characteristics should be submitted with any planning application affecting a site of acknowledged ecological importance or of a significant scale involving extensive landscape works. The plan should be at either 1:500 or 1:1250 scale and detail the following:
 - (i) the site boundary;
 - (ii) existing buildings on and adjacent to the site;
 - (iii) existing use on and adjacent to the site;
 - (iv) points of access to the site;
 - (v) position of services;
 - (vi) topography of the site;
 - (vii) position of surface water and drainage;
 - (viii) complete site description in terms of the presence and distribution of existing flora and fauna;
 - (ix) habitat classification of site, distinguishing between areas of non-development and those of development. Building material storage areas and the means of access to such areas should also be indicated;
 - (x) position of existing trees and shrubs – giving species, age, classification, condition, height and spread;
 - (xi) microclimate showing areas of sunlight/shade. For large buildings meteorological/atmospheric information, wind funnelling via vortex tests for winter and summer may be required;
 - (xii) historic features;
 - (xiii) views into and out of the site.

4. Each application will need to include a detailed Landscape Management Plan for the first five years to outline the maintenance programme for any proposed planting. For certain large developments it may be necessary to include an explanation of how the plan deals with site constraints and opportunities.
5. Where site features are to be retained details of the means of protection during or after construction works will need to be submitted and approved by the Council prior to the commencement of any building operations.
6. Each application will need to include a Landscape Management Plan for the first five years to outline the maintenance programme for any proposed planting.
7. The Council may wish to use Section 106 Agreements under the Town and Country Planning Act 1990 to ensure the retention and protection of certain site features and/or the implementation of an agreed management plan.

3. SAFETY & SECURITY GUIDELINES

1. General Criteria

1.1 All new development and refurbishment schemes should be designed in order to help create a safe and secure environment. These guidelines have been prepared to help applicants and developers avoid unintentional opportunities for crime and promote a safer built environment, particularly for the more vulnerable members of the community. This set of guidelines is only one of many relevant measures that may affect the incidence of crime. Often other measures may be more appropriate, such as improved street lighting, concierge or entry phone systems or other management measures. However it is important that at the design stage any potential crime risk is identified (e.g. burglary, car theft etc.) and appropriate design solutions applied, avoiding unnecessary protective measures. All applications should meet the following principles:

- (1) ensure there is defensible space around buildings, making a clear distinction between public and private areas;
- (2) allow for overlooking of and safe access to open spaces around buildings;
- (3) restrict entry to private areas; and
- (4) provide clear sight lines avoiding dead ends, recesses and blind corners.

2.0 Detailed Guidelines

2.1 The following guidelines relate to particular areas or activities to help developers avoid unintentional opportunities for crime.

2.2 Shops and Town Centres

- (1) A mixture of residential, commercial or leisure uses may help provide activity outside shopping hours particularly at weekends and evenings and add to the vitality and safety of shopping areas and town centres.
- (2) Shop fronts should be designed to minimise vandalism and criminal damage. Recessed entrances should be clearly visible from the street and be well lit. Security glass, internal security grilles and open mesh grilles are preferable on security and urban design grounds to metal roller shutters.
- (3) Cash dispensers should be located with regard to user safety, not tucked away down side streets.
- (4) Bus stops should be located along busy pedestrian routes providing adequate spaces for queuing and dismounting and be well lit and clearly overlooked by nearby buildings.
- (5) Public car parks should be visible and/or overlooked but not fenced off. Multi-storey car parks should be designed to allow natural daylighting and an open aspect. Enclosed public areas including stairwells should be avoided or additional security measures provided.
- (6) Markets should be laid out to allow adequate gangway widths between stalls (at least 3m) to minimise opportunities for pick pocketing.

- (7) A good standard of lighting and appropriate sign-posting should be provided in town centres.
- (8) Public conveniences should be provided near busy, accessible pedestrian routes.
- (9) Non-retail uses, including commercial developments, should have offices or other regularly occupied rooms with outlook towards the street.

2.3 Residential Dwellings

- (1) Houses and flats should have security features such as secure doors and windows. In order to reduce the risk of forced entry break-ins, design features such as flat roof extensions should be avoided where they make easier access to first floor windows.
- (2) Residential parking should be provided where it can be easily overlooked, preferably within the curtilage of the dwelling or in an integral garage. Large parking areas, including underground or multi-storey car parks should be avoided.
- (3) Dwellings should be designed so that habitable rooms overlook the front entrance and the street.
- (4) Entrances should give access only to dwellings within the block and imply that access is for residents only. Large blocks should be subdivided so that individual accesses serve only a small number (6) of units. Entrances that act as a through route to other locations will be prevented.
- (5) To ensure defensible space, private gardens should have secure walls or substantial fencing ensuring appropriate screening and restricting access to residents only.
- (6) Communal gardens should restrict access to residents. If there are ground floor dwellings, private gardens should be provided as a buffer between the dwellings and the communal area.
- (7) Play areas should be visible and accessible from adjacent housing, and family units located at or near ground level.
- (8) Well designed “defensible space” should be allowed between the frontage of the dwellings or residential block and the street or other public area.
- (9) The layout of a residential scheme should clearly distinguish between the public and private areas; areas of shared responsibility should be avoided.
- (10) A separate access to the street from flats above shops or other commercial uses should be maintained or improved. Rear access will be resisted, wherever possible.

2.4 Public Buildings

- (1) Entrances to public buildings should be clearly designed, sign-posted and lit. They should be laid out so that the entrances are directly overlooked by regularly occupied areas or supervised by staff or closed when unstaffed.
- (2) Design features such as flat roofs, ledges, down-pipes, should be designed or treated to prevent access for intruders.
- (3) Graffiti-proof building materials and surfaces treatment should be used.

- (4) Buildings which require large glazed areas like schools for natural lighting should consider using reinforced or toughened glass.
- (5) The layout of the building, including refuse stores and service accesses, should be designed to avoid dark recesses and potential hiding places. The boundary treatment should define the boundary while allowing clear sight lines in and out which discourages vandalism. Car parking areas should be overlooked and well lit.
- (6) Security sensitive areas of the building, where money, confidential records and expensive equipment or material are stored will require additional protection.

2.5 Spaces around Buildings, Small Open Spaces, Footpaths, Riverside Walks and Other Access Ways

- (1) The spaces around buildings should be well overlooked by the buildings bordering them, blank walls should be avoided.
- (2) Footpaths to residential and built up areas should have clear sight lines and be well lit. High fences, walls or railings (over 2m) on either side of a footpath create a tunnelling effect and should be avoided.
- (3) Landscaping around buildings and access ways should be carefully designed and maintained to avoid shadowed areas, potential hiding places or obstruction to lighting.
- (4) Segregation of footpaths and roadways should be avoided; where subways and footbridges are required on road safety grounds, they should be well lit and designed without blind corners. Where appropriate other security measures, e.g. closed circuit television cameras, should be considered.
- (5) It may be appropriate to designate alternative routes after dark.
- (6) Where open land backs on to private gardens, e.g. railway embankments, parks or common land, appropriate fencing or railings should be provided to restrict access.
- (7) The riverside and canal walks should be wide and have clear visibility without blind corners. Where development along the rivers or canal is appropriate, the walkways should be arranged so that they are overlooked by regularly occupied buildings facing the river. Where properties back on to the canal or riverwalk, careful consideration to the design should be paid to ensure appropriate protection for the rear of the building and natural overlooking of the walkway. Landscaping should not obscure visibility. Appropriate vandal-proof lighting and clear sign-posting will also be required.

4. DAYLIGHT & SUNLIGHT

- 1.0 The Department of the Environment publication "Sunlight and Daylight: planning criteria and design of buildings' was previously used by the Council when assessing the impact of potential development on natural light as recommended by a now cancelled 1972 circular.
- 2.0 This has now been superseded by the advice set out in the 'Building Research Establishment Report: Site Layout Planning for Daylight and Sunlight – A good practice guide' (1991), which aims "to help to ensure good conditions in the local environment, considered broadly, with enough sunlight and daylight on or between buildings for good interior and exterior conditions".

Additional Standards and Controls

5. DESIGN OF BUSINESS (B1) USE DEVELOPMENT

- 1.0 In order to achieve a diversity of business throughout the Borough, for current and future uses, it is important to allow more flexible use to be made of premises.
- 1.1 All proposals that should be flexibly designed when considered under policy E.1.1. should in particular include:
- (i) Floor to ceiling heights of not less than 4.0m on the ground floor.
 - (ii) Temporary or removable panels in elevation to allow 4.0m high and, depending on the size of the units, 3.5m wide loading bays, with loading bay doors of the same dimension.
 - (iii) The capacity to be serviced by a wide range of large vehicles including, where appropriate, 15m length articulated lorries.

6. BABY AND CHILD-CARE FACILITIES

1.0 Babycare Facilities

1.1 Location

The babycare facility should be in an accessible location, preferably on the ground floor with level access; if not ground floor there should be convenient lift access. It should be fully accessible to people with disabilities. The facility should be well lit and have clear directional signs.

1.2 Size

The size of the facility will depend on the type of development concerned and level of provision in the nearby locality. In a small development (e.g. local library, small hotel) it may be suitable to provide a small cubicle where an individual carer can feed and change baby (minimum size 7.5m); in larger developments (e.g. shopping and sports centres) it will be necessary to provide communal facilities with separate changing and feeding areas, privacy for breastfeeding mothers and a small play area. According to the scale of the development the minimum size should vary from 12 sq.m to 25 sq.m.

1.3 Layout and Fittings

There should be adequate circulation and parking space for pushchairs and prams; fully accessible for people with disabilities, entrance doors should open easily with a minimum width of 900mm.

There should be good ventilation, lighting (preferably natural) and a comfortable temperature.

The fittings should be designed with safety of young children clearly in mind (e.g. boxed pipes, rounded corners, high level sockets etc).

1.4 The Nappy Changing Areas

The nappy changing areas should be a bench 1.5m long x 600mm wide and 800mm high per space.

There should be a toilet nearby that can be used by children, adults and accessible to people in wheelchairs.

2.0 Nursery Provision

2.1 Suitable premises

The premises should be located near public transport, easily accessible by car and on foot and provide open space for outdoor play. New build development are preferable to conversions. Where residential properties are being converted, protection of the amenity of neighbours would probably rule out terraced properties.

In some instances, large semi-detached properties may be appropriate if adequate sound insulation in accordance with the Building Regulations 1985, Approved Document E. Detached properties will generally provide the best accommodation as they give great separation from neighbouring homes, helping to preserve their privacy, and opportunities for off-street car parking are more likely.

2.2 Car Parking

1 space per 2 staff plus adequate space for delivery and collection of children. Relaxation from this requirement will only be considered where it is inappropriate to provide parking on site and where it is assessed that the vehicular activity generated by the use will not be detrimental to amenity and road safety.

2.3 Size, layout and fittings

The entrance to the nursery should be level or ramped with a gradient not exceeding 1 in 12. Entrances should have a minimum width of 900mm with flush thresholds. Safety barriers should be placed between the nursery entrance and car parking spaces or roadway. There should be adequate space to store buggies securely.

Below are standards for minimum clear floor space provision per child in each age group.

Part of Full Day Care

0-2	50sq.ft (3.7m ²) in separate room
2-3	30sq.ft (2.8m ²) in separate or divided room
3-5	25sq.ft (2.3m ²) in separate or divided room
5-16	25sq.ft (2.3m ²) in separate or divided room

The main nursery area should be designed to allow flexible use, ensure adequate supervision and generally be light and well ventilated.

Safety considerations should govern design of fittings such as glazing, doors with visibility panels, heating and lighting controls.

- 2.4 Other facilities include a kitchen, staff room, a baby room with adequate space for changing and feeding babies and storage space. Children's toilets should be provided on the basis of one toilet for five children over two years with a minimum cubicle size of 850mm². At least one toilet must allow wheelchair access with a minimum internal size of 2 x 1.5m.
- 2.5 Outside play areas should allow adequate outdoor space, part of which should be a covered area to allow children to play in shade or shelter from rain. There needs to be adequate outside storage area for outdoor equipment.

(Further detailed information is available in the Council's document, 'Childcare' Guidelines for Good Practice).

7. CONSERVATION AREAS

- 1.0 The Council as the Local Planning Authority has a duty to consider which parts of the Borough, being of special architectural or historic interest, should be designated as conservation areas in order to protect or enhance their character and appearance. The Council also has a duty to produce enhancement studies for the protection and enhancement of each conservation area. Within Conservation Areas, the Council's consent is generally required for the demolition of buildings as well as for new development. Anyone proposing to do work on trees within a conservation area is also required to give the Council six weeks notice of their intention. Where works to buildings and other environmental work will make a significant contribution towards preserving or enhancing the character or appearance of a conservation area, grants may be available for the expenditure incurred.
- 2.0 The Council has designated the following Conservation Areas as being areas of special architectural and historic merit:
- a) Bedford Green
 - b) Bedford Park
 - c) The Butts
 - d) Chiswick House area
 - e) Cranford Village
 - f) Feltham Green and Surrounding Area
 - g) Gunnersbury Park and Surrounding Area
 - h) Hanworth Park
 - i) Heston Village
 - j) Isleworth Riverside
 - k) Old Chiswick
 - l) Osterley Park
 - m) St Paul's
 - n) St Stephen's
 - o) Strand on the Green
 - p) Turnham Green
 - q) Hounslow Cavalry Barracks
 - r) St Paul's, Bath Road

Detailed conservation policies have been reviewed for The Butts and Isleworth Riverside. In addition to new designations, it is intended to carry out a review of the Gunnersbury Park and Surrounding Area, and St Paul's Conservation Areas. They will cover requirements for special features, including the following:

1. to preserve visual amenity and important views;
2. to respect architectural character quality and features; and elevations and groupings of buildings;
3. to ensure a high standard of design requiring detailed information and specifying choice of materials, boundary treatment and landscaping.
4. to retain the essential character of the Conservation Area through control of inappropriate change of use or intensification of use;
5. to resist unsuitable development and advertisements; and
6. to prevent loss of trees, front garden spaces and other landscaping features.

3.0 **Bedfont Green Conservation Area**

Date of Designation: 25 November 1974

- 3.1 The main objective of conservation in this area is to retain the essential village green character together with the inter-linked pattern of open spaces running through the area.
- 3.2 Planning applications for development within the area will be considered on their merits in the light of the following:
- (a) Any development within the Conservation Area should preserve and enhance the character, quality and setting of the listed buildings within the area; St Mary's Church, Pates Manor, Burlington House, The David Henry Waring Home, Bennetts Farm, Fawns Manor;
 - (b) Any development within the Conservation Area should enhance the appearance of the existing buildings, open spaces and the conservation area itself;
 - (c) Extensions to properties should be designed so as to respect the style and shape of the existing property and to match with existing materials;
 - (d) Extensions should pay particular regard to their relationship with adjoining buildings and the street scene, in particular ensuring the integrity of spaces around buildings;
 - (e) All development should pay particular regard to the treatment of spaces around the development with a high standard of hard and soft landscaping;
 - (f) Trees play an important role in the Conservation Area. Existing trees should be retained and new appropriate tree planting should take place;
 - (g) To ensure a high standard of design, detailed information on choice of materials, boundary treatment and landscaping will be required.
 - (h) The Council will resist unsuitable development including uses or intensification of uses that harm the character of the Conservation Area, and unsuitable advertisements;
 - (i) Development should be designed to preserve important views and vistas, in particular Fairholme from Staines Road and Bedfont Green from Hatton Road; and
 - (j) Development should pay regard to the need to protect garden spaces, particularly front gardens from parking in order to protect the visual amenity and character of the locality.

4.0 **Bedford Park Conservation Area**

Date of Designation – 16 April 1970

4.1 The main objective of conservation in this area is to preserve and enhance the character and appearance of the area as a unified and historically important Norman Shaw-designed garden suburb development. It is intended to review the boundary of the Bedford Park Conservation Area.

4.2 Planning applications for the development within the area will be considered on their merits in the light of:

- (a) The need to preserve and enhance the character, quality and setting of the many listed buildings within the area;
- (b) Extensions and alterations to properties should respect the style and design of the existing properties using matching or sympathetic materials;
- (c) In particular any development, including alterations should take care to protect and retain existing attractive architectural and decorative elements and features within the area, such as fencing and balustrading;
- (d) Roof extensions should be small and respect the style and shape of the original roof;
- (e) Extensions should pay particular regard to their relationships with adjoining buildings and the street scene;
- (f) Particular attention should be paid to the appearance of prominent elevations and those facing public roads, particularly St Michael and all Angels Church;
- (g) Improved boundary treatments to properties in the area will be encouraged including Bedford Park style fencing, gates and balustrading where appropriate;
- (h) Proposed shop fronts should be constructed in traditional materials such as brickwork, timber and glass. Aluminium shop fronts are not likely to be acceptable. A new shop front should respect the elevation of the building and, where possible, should be accompanied by an improvement to the total façade; and
- (i) Advertisements on retail and commercial premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

5.0 The Butts Conservation Area

Date of Designation – 7 November 1968

- 5.1 The main purpose of conservation in this area is to preserve and enhance the character, appearance and setting of the Conservation Area, in particular The Butts 'square', the surrounding buildings and the Brentford High Street frontage.
- 5.2 Planning applications for development within the area will be considered on their merits in the light of the following:
- (a) Any development within the Conservation Area should enhance the appearance of both the existing buildings and the Conservation Area itself. Detailed information will be required on choice of materials, boundary treatment and landscaping;
 - (b) Extensions to properties should respect the style and design of the existing property using existing or sympathetic materials;
 - (c) Extensions should pay particular regard to their relationship with adjoining buildings and the street scene;
 - (d) Proposed shop fronts should be constructed in traditional materials such as brickwork, timber and glass. Aluminium shop fronts are not likely to be acceptable. A new shop front should respect the elevation of building and, where possible, should be accompanied by an improvement to the total façade; and
 - (e) Advertisements on retail and commercial premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.
- 5.3 Any development of the British Waterways Board island site on the south west side of the River Brent should contribute positively to the overall enhancement of the Conservation Area.

(Reference: [The Butts Conservation Area – Interpretation Booklet](#), available from Environmental Services Department)

6.0 Chiswick House Area Conservation

Date of Designation – 18 July 1977

- 6.1 The main objective of conservation in this area is to preserve and enhance the open land character of Chiswick House Grounds and other adjoining open areas, to protect and enhance the setting of listed buildings within its area and to preserve and enhance the character and appearance of the residential part of the area through careful design and the retention and conservation of existing interesting architectural features.
- 6.2 The Council will seek to preserve the open land character of Chiswick House Grounds and other adjoining open spaces and resist the loss of any existing open space within those areas.
- 6.3 In the exceptional circumstances where new buildings in Chiswick House Grounds and the other adjoining open spaces are proposed, they should be designed to enhance the setting of listed buildings in the park, and respect and enhance the character of the Conservation Area.
- 6.4 Any development on the perimeter of Chiswick House Grounds should pay careful attention to the design, form and size of development in order to ensure that views from or of the house and grounds are not harmed.
- 6.5 Planning applications for development within the area will be considered on their merits in light of the following:
 - (a) Any development within the Conservation Area should enhance the appearance of both the existing buildings and the Conservation Area itself;
 - (b) Extensions of residential properties within the Conservation Area should make use of materials which match the existing development and have a corresponding level of detailing appropriate to buildings within the Conservation Area;
 - (c) Roof extensions should be small scale and respect the style and shape of the original roof;
 - (d) Residential extensions should pay particular regard to their relationship with adjoining buildings and the street scene. In particular, a terracing effect in areas of semi-detached and detached housing will be discouraged;
 - (e) Residential infill or backland development will be discouraged unless it can be shown that it both meets the Council's adopted standards and design guidelines for residential development and will enhance the Conservation Area;
 - (f) Proposed shop fronts should be constructed in traditional materials such as brickwork, timber and glass. Aluminium shop fronts are not likely to be acceptable. A new shop front should respect the elevation of the building and where possible should be accompanied by an improvement to the total façade; and
 - (g) Advertisements on retail premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

7.0 Cranford Village Conservation Area

Date of Designation – 25 June 1991

7.1 The main objectives of conservation in this area are:

- (a) to preserve and enhance the character of open land in Avenue Park, gardens and other open areas.
- (b) to protect and enhance the setting of Listed Buildings within the area.
- (c) to preserve and enhance the character and appearance of the residential and commercial parts of the area through the retention of existing architectural features of interest and careful design of new development.

7.2 Planning applications for development within the area will be considered on their merits in light of the following:

- (a) Applications to extend existing commercial concerns have a minimum impact on the Conservation Area. Detailed information specifying choice of materials, boundary treatment and landscaping will be required and should be in a form and style that reflects the locality;
- (b) New residential development should be of a form and scale that respects existing buildings of merit in the Conservation Area;
- (c) New shop fronts should respect the elevation of the building and where possible should be accompanied by an improvement to the total façade;
- (d) Residential extensions should take care to protect and retain existing attractive architectural and decorative elements and features within the area – specifically:
 - (i) development should make use of traditional materials and styles of doors and windows to ensure that any extension gives the impression of being integral to the original building
 - (ii) roof extensions should be small scale and respect the style and shape of the original roof;
 - (iii) garages, other outbuildings and extensions to buildings should pay particular regard to their relationships with adjoining buildings and the street scene; and
 - (iv) two storey flank extensions are not a favoured form of development as they are considered to create an unbalanced appearance to a street, and can result in a terracing effect which would be particularly undesirable around the greens in Firs Drive and the roads leading to it.
- (e) The installation of obtrusive satellite dishes and other telecommunications equipment in prominent positions will be discouraged.
- (f) Applications to lop trees will only be considered favourable where the works are carried out sensitively, and any application to fell a tree will only be given consideration where a replacement is proposed; and
- (g) Residential development that results in the loss of back gardens and other amenity spaces will be resisted as the resulting higher density development would be out of character with the surrounding area and contrary to the aims and objectives of the Conservation Area.

8.0 Feltham Green Surrounding Areas

Date of Designation – 9 November 1990

The main objective of conservation in this area is to preserve and enhance the open land character of Feltham Green and other adjoining open areas, to protect and enhance the setting of listed buildings and other buildings of townscape character within the area, and to preserve and enhance the character and appearance of the residential part of the area through careful design and the retention and preservation of existing interesting architectural features.

- 8.1 The Council will seek to preserve the open character of Feltham Green and the Bridge House site and discourage the loss of any existing open space within those areas.
- 8.2 In the exceptional circumstances where new buildings are proposed, they should be designated to respect and enhance the character of the conservation area, and in particular the quality of the Victorian buildings therein.
- 8.3 Any development on the perimeter of the Green should pay careful attention to the design, form and size of development in order to ensure that the views from or on the Green are not harmed.
- 8.4 The need to preserve and enhance the character, quality and setting of the listed buildings and other buildings of townscape character, in particular St Catherine's Tower, the Red Lion and Feltham House.
- 8.5 Planning applications for development within the area will be considered on their merits in the light of the following:
 - (i) Any development within the Conservation Area should enhance the appearance of both the existing buildings and the Conservation Area itself.
 - (ii) Extensions of residential properties within the Conservation Area should make use of materials which match existing developments and have a corresponding level of detailing appropriate to buildings within the Conservation Area.
 - (iii) Developments should make use of traditional materials and styles of doors and windows to ensure that any new extension gives the impression of being integral to the original building, and should be of a high standard of design.
 - (iv) Roof extensions should be small scale and respect the style and shape of the original roof.
 - (v) Extensions should pay particular regard to their relationships with adjoining buildings and the street scene, and they should not dominate the original building in either scale, material or situation, and should look to protect the integrity of spaces around buildings.
 - (vi) The retention of existing chimneys.
 - (vii) All developments should pay particular regard to the treatment of spaces around the development with a high standard of hard and soft landscaping.
 - (viii) To resist unsuitable development including uses that harm the character of the conservation area and unsuitable advertisements.

9.0 **Gunnersbury Park and Surrounding Area**

Date of Designation – 20 November 1990

The main objective of conservation in this area is to preserve and enhance the open land character of Gunnersbury Park, Kensington Cemetery and other adjoining open areas, to protect and enhance the setting of listed buildings within the area, and to preserve and enhance the character and appearance of the residential part of the area through careful design and the retention and conservation of existing interesting architectural features.

Policies

- 9.1 The Council will seek to preserve the open land character of Gunnersbury Park, Kensington Cemetery and other adjoining open spaces, and resist the loss of any existing open space within those areas.
- 9.2 In the exceptional circumstances where new buildings in the park and Kensington Cemetery are proposed, they should be designed to enhance the setting of listed buildings in the park, where appropriate, and respect and enhance the character of the Conservation Area.
- 9.3 Any development on the perimeter of the park should pay careful attention to the design, forms and size of the development in order to ensure that the views from or of the park are not harmed.
- 9.4 Planning applications for development within the area will be considered on their merits in light of the following:
- (a) Any development within the Conservation Area should enhance the appearance of both the existing buildings and the Conservation Area itself.
 - (b) Extensions of residential properties within the Conservation Area should make use of materials which match existing developments and have a corresponding level of detailing appropriate to buildings within the Conservation Area.
 - (c) In particular, residential extensions should take care to protect and retain existing attractive architectural and decorative elements and features within the area specifically:
 - (i) the retention of existing chimneys
 - (ii) the continuation of the half-timber effect on front elevation, when appropriate
 - (iii) development should make use of traditional materials and styles of doors and windows to ensure that any new extension gives the impression of being integral to the original building
 - (d) roof extensions should be small scale and respect the style and shape of the original roof.
 - (e) the preservation and restoration, where appropriate, of the original wall around the Gunnersbury Estate, and
 - (f) extensions should pay particular regard to their relationships with adjoining buildings and the street scene.
- 9.5 The Council will, where possible, resist the loss of front garden space to car parking in order to protect the visual amenity and character of the locality.

10.0 Hanworth Park Conservation Area

Date of Designation – 6 March 1984

10.1 The main objective of conservation in this area is to retain its distinctive general form and content with its historic, amenity and architectural elements as an agreeable and fine example of suburban housing estate.

10.2 Planning applications for development within the area will be considered on their merits in the light of the following:

- (a) The need to preserve and enhance the character, quality views and setting of the listed buildings within the area, Tudor Court, St George's Church and The Old Rectory;
- (b) Any development within the Conservation Area should enhance the appearance of both the existing buildings, open spaces and the Conservation Area itself;
- (c) Extensions to properties should be designed so as to respect the style and design of the existing property and to match with existing or sympathetic materials;
- (d) Extensions should pay particular regard to their relationship with adjoining buildings and the street scene, in particular ensuring the integrity of spaces around buildings;
- (e) All development should pay particular regard to the treatment of spaces around the development with a high standard of hard and soft landscaping;
- (f) Trees play an important role in the Conservation Area. Existing trees should be retained and new appropriate tree planting should take place;
- (g) To ensure a high standard of design, detailed information on choice of materials, boundary treatment and landscaping will be required;
- (h) The Council will resist unsuitable development including uses of intensification of uses that would harm the character of the Conservation Area, and unsuitable advertisements; and
- (i) The Council will, where possible, resist the loss of front gardens to car parking in order to protect the visual amenity and character of the locality.

11.0 Heston Village Conservation Area

Date of Designation – 25 November 1974

11.1 The main objective of conservation in the area is to retain the essential village character together with the interlinked pattern of footpaths and open spaces connected with the area.

11.2 Planning applications for development within the area will be considered on their merits in the light of the following:

- (a) Any development should preserve and enhance the setting of St Leonard's Church, The Vicarage and the War Memorial.
- (b) Any development within the Conservation Area should preserve and enhance the existing village environment, the appearance of the existing buildings and retain the pattern of footpaths and open spaces in the area.
- (c) Extensions to properties should be designed so as to respect the style and shape of the existing property and to match with existing materials.
- (d) Extensions should pay particular regard to their relationship with adjoining buildings and the street scene, in particular ensuring the integrity of spaces around buildings.
- (e) All development should pay particular regard to the treatment of spaces around the development with a high standard of hard and soft landscaping.
- (f) Trees play an important role in the Conservation Area. Existing trees should be retained and new appropriate tree planting should take place.
- (g) To ensure a high standard of design, detailed information on choice of materials, boundary treatment and landscaping will be required.
- (h) The Council will resist unsuitable development including uses or intensification of uses that harm the character of the Conservation Area.
- (i) Development should pay regard to the need to protect garden spaces, particularly front gardens from parking in order to protect the visual amenity and character of the locality.
- (j) Proposed shop fronts should be constructed in traditional materials such as brickwork, timber and glass. Aluminium shop fronts are not likely to be acceptable. A new shop front should respect the elevation of the building and, where possible, should be accompanied by an improvement to the total façade; and
- (k) Advertisements on retail and commercial premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

12.0 Isleworth Riverside Conservation Area

Date of Designation – 11 November 1971

12.1 The main purpose of conservation in this area is to preserve and enhance the riverside character of the area and the character, appearance and setting of the listed buildings within the area.

12.2 Planning applications for development within the area will be considered on their merits in the light of the following:

- (a) Any development within the Conservation Area should enhance the appearance of both the existing buildings and the Conservation Area itself.
- (b) Extensions to properties should be designed so as to respect the style and design of the existing property and to match with existing materials.
- (c) Extensions should pay particular regard to their relationships with adjoining buildings and the street scene.
- (d) Views of the river from streets, buildings and spaces should be protected together with important local and cross Borough views.
- (e) Any development should be sympathetic to the appearance of the river frontage in terms of building design, height, scale and bulk.
- (f) Existing trees should be retained and new appropriate tree planting should take place.

12.3 The Council acknowledges the importance of Syon Park in the Conservation Area and have designated part of the river frontage as heritage land.

12.4 The setting of Nazareth House and Gordon House in the river frontage will be protected.

12.5 The essential village character of Old Isleworth should be retained, together with the residential quality of the St Margaret's Estate.

12.6 The Council will resist unsuitable development including uses or intensification of uses that would harm the character of the Conservation Area and unsuitable advertisements.

(Reference: Isleworth Riverside Conservation Area – Interpretation booklet available from Environmental Services Department).

13.0 Old Chiswick Conservation Area

Date of Designation – 1 May 1969

- 13.1 The main purpose of conservation in this area is to preserve and enhance the riverside character of the area and the character, appearance and setting of the listed buildings within the area.
- 13.2 Planning applications for development within the area will be considered on their merits in the light of the following:
- (a) Any development within the Conservation Area should enhance the appearance of both the existing buildings and the Conservation Area itself.
 - (b) Extensions to properties should be designed so as to respect the style and design of the existing property and to match with existing materials; and
 - (c) Extensions should pay particular regard to their relationships with adjoining buildings and the street scene.
- 13.3 The existing gardens on the Thames riverside on the south-east side of Chiswick Mall and Chiswick Eyot shall remain free of development except in exceptional circumstances where the riverside scene and views would be enhanced by such development.
- 13.4 The Council acknowledges the importance and impact of the Griffin Brewery on the Conservation Area and will seek environmental improvements and improvements to parking, loading and access arrangements, where appropriate, when planning applications are submitted.
- 13.5 Advertisements on retail and commercial premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

14.0 Osterley Park Conservation Area

Date of Designation – 19 April 1988

14.1 That the Council, together with the National Trust, local residents and other interested parties, seeks to implement the National Trust Osterley Park Management Plan.

14.2 That planning applications for development within the area be considered on their merits in light of the following:

- (a) that development of commercial sites within the Conservation Area be limited to those appropriate to the open character of the area;
- (b) that applications to extend existing commercial concerns have a minimum impact on the Conservation Area. Detailed information, specifying choice of materials, boundary treatment and landscaping will be required and should be in a form and style that reflects the locality;
- (c) that new residential development be of a form and scale that respects existing buildings in the Conservation Area;
- (d) extensions to residential properties should make use of materials which match existing developments and have a corresponding level of detailing appropriate to buildings within the Conservation Area;
- (e) that proposed shopfronts be constructed in traditional materials such as brickwork, timber and glass. Aluminium shopfronts are not likely to be acceptable. A new shopfront should respect the elevation of the building, and where possible should be accompanied by an improvement to the total façade; and
- (f) advertisements on retail premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertising hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

15.0 St Paul's Conservation Area

Date of Designation – 28 February 1989

15.1 The main purpose of conservation in this area is to preserve and enhance the character and appearance of the area, in particular the setting of St Paul's Church, the recreation ground and the housing and community buildings.

15.2 Planning applications for development within the area will be considered on their merits in the light of the following:

- (a) Any development within the Conservation Area should enhance the appearance of both the existing buildings and the Conservation Area itself. Detailed information will be required on choice of materials, boundary treatment and landscaping;
- (b) Extensions to properties should respect the design and style of the existing property and use matching or sympathetic materials;
- (c) Extensions should pay particular regard to their relationships with adjoining buildings and the street scene;
- (d) Proposed shop fronts should be constructed in traditional materials such as brickwork, timber and glass. Aluminium shop fronts are not likely to be acceptable. A new shop front should respect the elevation of the building and, where possible, should be accompanied by an improvement to the total façade; and
- (e) Advertisements on retail and commercial premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

16.0 St Stephen's Conservation Area

Date of Designation – 26 March 1987

16.1 The main objective of conservation in this area is to preserve and enhance its character as a pleasant residential area of mainly Victorian and Edwardian origin.

16.2 Planning applications for development within the area will be considered on their merits in the light of:

- (a) A general presumption against any non-residential development particularly where any detriment to the residential amenities of the area is likely to be caused;
- (b) A preference for residential developments which reflect the character of the existing buildings in the area in the form of:
 - (i) relationship to adjoining buildings and the street scene;
 - (ii) the need to prevent the demolition of the most attractive of the existing buildings within the area;
 - (iii) the retention and provision of attractive architectural and decorative elements in elevations;
 - (iv) all developments shall make use of appropriate traditional materials, detailing and architectural styles, and extensions should give the impression of being integral to the original building;
 - (v) roof extensions should be small scale and respect the style and shape of the original roof; and
 - (vi) garages, other outbuildings and extensions to buildings should pay particular regard to their relationship with adjoining buildings and the area in general.
- (c) A general presumption against the loss of residential gardens, other open spaces and other landscaping features, due to the positive contribution they have in the area;
- (d) A general presumption against higher density development, as the resulting higher density would be out of character with the Conservation Area;
- (e) Any application to fell a tree will only receive favourable consideration where a replacement is proposed; and
- (f) The installation of satellite dishes and other telecommunications equipment in prominent positions will be discouraged.

17.0 Strand on the Green Conservation Area

Date of Designation – 7 November 1968

- 17.1 The main objective of the conservation in this area is to preserve and enhance the riverside character of the area and the character and appearance of the residential parts of the Conservation Area together with the setting of listed buildings.
- 17.2 Planning applications for development within the area will be considered on their merits in the light of:
- (a) The need to enhance and improve both the quality of the existing riverside path and the design and appearance of properties fronting or backing Thames Road;
 - (b) The need to preserve and enhance river-related uses and developments;
 - (c) Extensions to residential properties should be designed so as to respect the style and design of the existing property using matching or sympathetic materials;
 - (d) Proposed shop fronts should be constructed in traditional materials such as brickwork, timber and glass. Aluminium shop fronts are not likely to be acceptable. A new shop front should respect the elevation of the building, and where possible, should be accompanied by an improvement to the total façade; and
 - (e) Advertisements on retail and commercial premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

18.0 Turnham Green Conservation Area

Date of Designation – 4 September 1975

18.1 The main objective of conservation in this area is to preserve and enhance the open character of Turnham Green, the character and setting of Christ Church and the character and appearance of those buildings which are visible from and/or overlook the Green.

18.2 Planning applications for development within the area will be considered on their merits in the light of the following:

- (a) Any development within the conservation areas should enhance the appearance of the existing buildings, the townscape and the conservation area itself, and demonstrate a high standard of design, giving detailed information on the choice of materials, boundary treatment and landscaping;
- (b) Development should show particular regard to its relationship with adjoining buildings and the street scene and should be designed so as to respect the style and shape of the existing property using existing or sympathetic materials;
- (c) Proposed shop fronts should be constructed in traditional materials such as brickwork, timber and glass. Aluminium shop fronts are not likely to be acceptable. A new shop front should respect the elevation of the building and, where possible, should be accompanied by an improvement to the total façade; and
- (d) Advertisements on retail premises should be in keeping with the character of the property and respect elevational features. High intensity internally illuminated signs and advertisement hoardings are not likely to be acceptable and, in the case of existing ones, the Council will consider taking discontinuance action to secure their removal.

19.0 Hounslow Cavalry Barracks Conservation Area

Date of Designation – 14 April 1992

- 19.1 The main objective of conservation in this area is to preserve and enhance its character. The Council will aim to achieve the preservation and restoration of listed buildings and will seek to secure the demolition of modern buildings and additions which detract from the settings of the older buildings. The former parade ground, which is not a playing field and tennis courts bounded by the main Barracks building, together with the landscaped areas either side of the formal Chapel, are an essential design feature and the Council will require this open space to be retained and enhanced.
- 19.2 Older buildings which are not listed, which contribute in a positive way to the character of the area, should be preserved and restored, including the Terrace, the Old Fusiliers' Block, the Old Hospital, the House and the Institute building.
- 19.3 There is scope for redevelopment but no new buildings shall exceed the height of the existing Main Building.
- 19.4 The Council will strongly discourage erection of temporary buildings and when they are shown to be necessary they should be sited away from older buildings. New development should have regard to the proportions, materials and design of the existing buildings which are to be retained.
- 19.5 Attractive existing details should be retained and restored. Thus, for example, the Staffordshire Blue paviers, should be retained and the chimney pots on the Terrace and the Old Fusiliers' Block should be retained and the missing pots replaced. The canopies on the buildings to be retained should be re-glazed.
- 19.6 There are a number of features which are unattractive and should be removed, including most of the modern accretions to the older buildings, especially the exposed high level heating pipes to the Terrace.
- 19.7 The fenestration of the buildings to be retained should be restored in keeping with the original appearance where possible. Soot wash should be used to match recent brickwork to the original brickwork. A sensitive use of colour will be encouraged – for example service pipes should preferably be painted black.

20.0 St Paul's Church, Bath Road Conservation Area

Date of Designation – 14 April 1992

20.1 The main objective of conservation in this area is to preserve and enhance its character.

20.2 Within the conservation area the Council will seek to achieve the following:

- (a) The preservation and restoration of the church and vicarage.
- (b) Protection of views of the church and vicarage particularly as seen across the adjoining Church Meadow.
- (c) Protection of the trees within the area, which contribute significantly to its character.
- (d) Retention of the Church Meadow as open space.
- (e) New development within the area shall not detract from the church and vicarage as the dominant buildings.
- (f) New development shall respect the church and vicarage in terms of scale, design and use of materials.
- (g) Extensions to residential properties should make use of materials which match the existing materials and have a corresponding level of detailing appropriate to buildings within the Conservation Area.
- (h) Developments should make use of traditional materials and styles of doors and windows to ensure that any new extension gives the impression of being integral to the original building.
- (i) Roof extensions should be small scale and respect the style and shape of the original roof.
- (j) Extensions should pay particular regard to their relationship with adjoining buildings and the street scene and they should not dominate the original building in either scale material or situation.
- (k) Proposals to extend or alter commercial properties should positively improve the appearance of the area and should be in a form and style that reflects the locality.
- (l) Proposals should be constructed in traditional materials. A new shop front should respect the elevation of the building and where possible should be accompanied by an improvement to the total façade.
- (m) Advertisements on premises should be in keeping with the character of the property and respect elevational features.

8. GUIDANCE NOTES (TO BE USED) FOR THE ASSESSMENT OF LANDFILL AND CONTAMINATED LAND SITES

ICRCL	Guidance Notes in this series
ICRCL 17/78	Notes on the development and after-use of landfill sites
ICRCL 18/79	Notes on the redevelopment of gasworks sites
ICRCL 23/79	Notes on the redevelopment of sewage works and farms
ICRCL 42/80	Notes on the redevelopment of scrap yards and similar sites
ICRCL 59/83	Guidance on the assessment and redevelopment of contaminated land
ICRCL 61/84	Notes on the fire hazards of contaminated land
ICRCL 64/85	Asbestos on contaminated sites
ICRCL 70/90	Notes on the restoration and aftercare of metalliferous mining sites for pasture and grazing

Waste Management Paper No. 26

Waste Management Paper No. 27

Code of Practice for Site Investigation BS5930

Draft for Development: Code of Practice for the identification of potentially contaminated land and its investigation, DD175

Measurement of gas emissions from contaminated land, BRE

NB: The guidance notes may be supplemented, or updated, from time to time. It is important to ensure that the most up to date publications are used.

Residential Standards and Controls

9. FORM AND DESIGN

- 1.0 Residential development should relate well to the surrounding area, respecting the predominating character and density. It should not only realise the potential of the site but complement the surrounding development in terms of massing, bulk, height of building and human scale.
- 2.0 The form and layout should integrate with surrounding streets and facilitate ease of pedestrian movement and minimise through traffic routes. The design should ensure logical layout with dwellings having a frontage onto a residential street and privacy provided at the rear of buildings. Open space, play and parking provision should be clearly and conveniently related to particular groups of dwellings but should not be so located as to be likely to cause undue nuisance to residents. Large car parks, including underground car parks or multi-storey car parks, should be avoided. Large areas of open space, or areas for which there is no clear responsibility should be avoided. Instead, amenity uses, play space and large gardens for houses or ground floor flats should be provided.
- 3.0 Development should have regard to the proportions, materials and designs of neighbouring facades. Particular attention should be paid to the use of traditional form, materials and fenestration which are well established in and appropriate for the locality of the development. Nevertheless, different materials can also be used to promote variety and interest as exceptions can occasionally provide an alternative solution.
- 4.0 Additional special considerations apply to developments within Conservation Areas and in the vicinity of listed buildings. Special consideration should also be paid to areas near to the Green Belt, Metropolitan Open Lane, the Conservation Areas, the Thames riverside and the local parks and other open spaces.
- 5.0 When it is intended to undertake a development in phases, each phase should represent a satisfactory entity, both in itself and in relation to its surrounds. Any phasing should be with the prior knowledge of, and agreement with, the council.

10. PRIVATE AMENITY SPACE

1.0 The Council suggests that in providing private amenity space in residential developments, the following criteria should be considered: the character of the local area, visual amenity space at the front of the property, and usable amenity space for the proposed occupiers which affords both privacy and security.

2.0 Usable amenity space should normally be provided at no less than the following standards:

Each House	Area
3 habitable rooms and under	50sq.m
4 habitable rooms	60sq.m
5 habitable rooms and over	75sq.m

In addition to size the layout of the usable amenity space must always provide a suitable shape, aspect and siting.

3.0 Extensions or on-site car parking should not result in undue loss of garden space, either at the front, side or rear of the property.

4.0 Other forms of residential development should provide communal areas for the exclusive use of that development. There is a general need to provide more space for larger flats and the more flats there are on a development the greater the aggregate amount of communal areas that should be provided. Communal amenity space should normally be provided at no less than the following standards:

Each Flat	Area
3 habitable rooms and under	25sq.m
4 habitable rooms	30sq.m
5 habitable rooms and over	40sq.m

5.0 Communal amenity areas should also provide safe and convenient pedestrian access to these areas from every dwelling in the development; be well landscaped and maintained; protect privacy, such as screening from parking areas, roadways and footpaths; consider personal security; and should not be readily accessible or overlooked by non-residents. Where communal gardens adjoin, ground floor flats should have private gardens directly accessible from the flats. The layout of the development should not result in leftover corners or other areas which are likely to be untended.

6.0 All private gardens should have appropriate boundary treatment particularly at the sides of end gardens adjoining roads, paths or open spaces. Brick walls or close-boarded fencing is preferred as being more desirable and secure than interwoven panels.

7.0 The Council suggests that residential homes should normally provide a minimum of 75sq.m of usable amenity space.

11. ROADS, FOOTPATHS, PARKING AND SERVICING

1.0 Roads, Footpaths and Cyclepaths

1.1 Regard should be paid to the Department of Transport's standards and to Design Bulletin 32 "Residential Roads and Footpaths" to ensure that developments:

- (a) provide safe and convenient access for pedestrians and cyclists within development and linking to surrounding areas;
- (b) have safe, convenient and adequate access to the existing highway networks without detriment to the safe and efficient performance of those networks;
- (c) furnish properly drained and lit carriageways, footpaths and cycle routes of adequate dimensions with satisfactory sight lines and turning facilities, off-street parking and servicing arrangements necessary for the achievement of a safe, satisfactory and efficiently functioning environment, and are in accordance with the Council's guidelines on access for people with disabilities.

1.2 The Council should be consulted for detailed guidance.

2.0 Parking

2.1 The following minimum standards of car parking are applied:

- (a) For residential development, including private, local authority, and housing association (except residential care dwellings and affordable housing).

2 bed units and under	1 Resident space per dwelling and 20% visitors/casual
Larger units	2 Resident spaces per dwelling and 20% visitors/casual

- (b) For affordable housing

1 bed unit	1 space per 2 units and 20% visitors/casual
2 bed units	0.8 spaces per unit and 20% visitors/casual
3 bed units	1 space per unit and 30% visitors/casual

10% of all visitors parking spaces shall be wider and allocated for people with disabilities.

(c)	Residential Homes	
	Units for elderly	1 space per 2 dwellings + 20% visitors for each unit.
	Sheltered housing (with warden)	1 space per 5 units + 1 warden + 1 for every 3 members of staff and spaces for Residential Staff
	Group Homes, Hostels	1 space for 5 units + 1 space for each Staff Member
(d)	Wheelchairs housing	1 space per unit + 50% visitors/casual

All residential and 10% of visitors parking spaces should be wider and allocated for people with disabilities.

(e) Conversions

Parking provision will be assessed in accordance with the standard residential requirement for each unit arising. Relaxation from this requirement will only be considered where it is inappropriate to provide parking on site and where there is assessed to be a sufficient local on-street capacity to accommodate any proposed shortfall in the on-site provision.

- 2.2 Wherever possible parking at the rear of the building should be avoided to prevent the loss of private amenity space and soft landscaping. Parking at the front or side should not result in an adverse loss of amenity space; it should be incorporated with an integrated landscaping scheme and accord with road safety considerations.
- 2.3 Provision should be made for people with disabilities using parking bays which are clearly marked. These spaces should have a minimum width of 3200mm.
- 2.4 Cycle provision in residential developments should normally take the form of Sheffield Stands and be located in a safe, secure and accessible location, preferably under cover. In certain instances the standard will be relaxed where the location of stands would result in an unacceptable obstruction to the highway.

Guide to cycle parking provision

	1 space (x) sq.m gross floor area
General housing	150
Student housing	100
Sheltered housing	450

3.0 **Servicing**

- 3.1 Servicing arrangements should enable vehicles to enter and leave housing development sites in forward gear. Regard should be paid to the Freight Transport Association's "Designing for Deliveries"! publication. Turning heads must be adequate for the size of service vehicles likely to use them and laid out so that they would not be used for parking.

4.0 **Vehicle Crossovers and Hardstandings**

4.1 The standards for vehicle crossovers and hardstandings are given below. The Council will:

- (a) normally expect the width of the crossover to be 2.4m with 1m visibility splays on either side unless there are special circumstances warranting a wider or a narrower crossover.
- (b) seek the provision of a visibility splay of 2.4m x 2.4m in which there should be nothing higher than 600mm at the point of egress from the garden.
- (c) require the hardstanding provided in the garden of the dwelling to enable a vehicle to be parked without overhanging the pavement. (A length of 4.3m will normally be necessary for this).

12. INTERNAL SPACE PROVISION

1.0 Minimum Floor Areas in New Dwellings

- 1.1 The Council considers that the floor area standards are the minimum acceptable in all new dwellings. The provision of higher floor areas than the minimum specified is encouraged.

Table 12.1 Minimum Floor Areas in New Dwellings in Sq.m

Type of Dwelling	No. of Occupants					
	6	5	4	3	2	1
3-storey house	98	94	-	-	-	-
2-storey house or maisonette	92	82	72	-	-	-
Flat	86	79	70	57	45	30
Single-storey house	84	75	67	57	45	30

NB: The net floor areas are calculated from internal dimensions of the units and include internal partitions and chimney breasts, but exclude any area in rooms with sloping ceilings where the headroom is less than 1.52m.

2.0 Minimum Room Sizes in Conversions

- 2.1 The net floor area of individual rooms within all converted self-contained residential units shall normally accord with the minimum sizes set out in Table 12.2.

Table 12.2 Minimum Room Sizes in Conversions

	Family Unit	Non-Family Unit
Living Room	15.0 (160)	12.5 (135)
Dining/Living Room	16.0 (172)	14.0 (150)
Working Kitchen	7.5 (80)	5.5 (60)
Kitchen/Diner	9.0 (97)	7.5 (80)
Main Bedroom	12.0 (130)	12.0 (130)
Other Double Bedroom	10.0 (108)	
Single Bedroom	6.5 (70)	6.5 (70)
Bathroom	3.7 (40)	3.7 (40)

Areas are represented in sq metres (sq feet)

- 2.2 The Council is concerned to ensure that satisfactory accommodation is provided within converted flats. Unlike applications for new residential developments, where a more flexible approach to internal space standards can be adopted, the conversion of dwellings requires the adaptation of existing layouts and rooms originally designed for different purposes. All rooms should be of a size and shape to allow satisfactory arrangement of furniture and circulation space.
- 2.3 Living room: Should be at least 12.5 sq.m for a non-family unit (one bedroom flat) or 15 sq.m for family size flats (two bedrooms or more). If there is no dining area, then the living room should be larger, 14 sq.m for non-family unit and 16 sq.m for a family unit.

13. HOUSING FOR PEOPLE WITH DISABILITIES

1.0 General Criteria

- 1.1 The needs of disabled people are diverse and therefore the choice of housing available to them cannot always fall into a standardised form. The need for flexibility in design and adaptability is shown in the fact that, in addition to people with permanent disabilities, most other people can expect to experience some period of disablement during their lifetime, particularly with increasing life expectancy.
- 1.2 It is important that accommodation for disabled people and their households be sited and designed to maximise independence and convenience. Developers are encouraged to design dwellings and their surroundings which are convenient to visit and are easily adapted to meet more specialised needs of individual people.

2.0 External Features

- 2.1 Topography. Sites should be level; if not, with a gradient no more than 1:20.
- 2.2 Surroundings
 - (a) Integration. These dwellings should be designed in such a way as to be fully integrated within the development scheme or within the existing residential area.
 - (b) Aspect. The dwellings should be arranged to provide lively and interesting views from the principal rooms. Habitable rooms should preferably not be north facing.
 - (c) Noise. Locations which generate an excessive amount of noise are not considered appropriate for residential use; elsewhere attenuation measures should be introduced in accordance with the Council's noise policy.
- 2.3 Location. Proximity to convenience shops and social and community facilities is an important consideration. They should be within easy walking distance not involving steep inclines.

3.0 Mobility Housing

- 3.1 Mobility Housing is ordinary housing built to a certain basic standard so that it can be adapted to be lived in by most people with disabilities. Even amongst those who use wheelchairs 50-70% can manage without them inside their homes. Mobility Housing is also suitable for visitors in wheelchairs.
- 3.2 Its principal features are:
 - (a) A level or ramped approach and flush threshold at the main entrance.
 - (b) Corridors and doorsets to the principal rooms (including a bedroom) wide enough for wheelchair use.
 - (c) A bathroom, WC and at least one bedroom at entrance level.

3.3 Houses on two storeys are suitable if they have a downstairs WC and a straight flight staircase suitable for the installation of a stairlift. Overall space standards are the same as for ordinary housing, and mobility housing need cost no more to construct. Indeed the particular design features of mobility housing are desirable and convenient for any potential occupier, not just people with disabilities.

4.0 **Wheelchair Housing**

4.1 Wheelchair Housing is housing needed by people permanently confined to wheelchairs (estimated to be about 2-3% of all people with disabilities). It generally needs to be on one level, and in addition to easy access it has above average space standards in order to allow for full wheelchair manoeuvre throughout. As such it will be desirable for any occupier, not solely people confined to wheelchairs.

4.2 The principal features required at construction stage in order to permit adaptation to full wheelchair standard at a later date are:

- (a) A level or slightly ramped approach and flush threshold at the main entrance.
- (b) Internal planning for wheelchair manoeuvre in all principal rooms, with 1200mm passageways and 900mm doorsets or sliding doors.
- (c) A downstairs bedroom and bathroom, or in a two storey house, a downstairs WC and a straight flight staircase suitable for the installation of a stair or chair lift.
- (d) Bathrooms and toilets large enough to permit lateral transfer from wheelchair to WC/bath.

4.3 People who use wheelchairs are as varied in their housing needs as the rest of the population. Very little existing housing, or new conversions, are suitable for people permanently confined to wheelchairs. In order to redress the historic imbalance and give people with disabilities a choice of housing of different types and tenures, and to enable more people to remain in their homes if they become disabled, a proportion of new build, general purpose housing needs to be built to be suitable for adaptation for wheelchair occupants.

(Further detailed information is available in the Council's "Think Access" document).