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11 June 2013

S U M M O N S

MEETING: Economic Development Board
DATE: 19 June 2013
TIME: 6.00pm
PLACE: Committee Room 1
Democratic Services contact: Chris Wrein

LINDA EDWARDS
BOROUGH SOLICITOR

MEMBERS OF THE BOARD

The Mayor (Councillor Beavis) (ex officio)
Chairman of the Policy and Organisation Board
(Councillor Hook) (ex-officio)
Councillor Philpott (Chairman)
Councillor Forder (Vice Chairman)

Councillor Allen	Councillor Lane
Councillor Chegwyn	Councillor Langdon
Councillor Edgar	Councillor Ronayne
Councillor Mrs Hook	Councillor Mrs Searle

FIRE PRECAUTIONS

(To be read from the Chair if members of the public are present)

In the event of the fire alarm sounding, please leave the room immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.

IMPORTANT NOTICE:

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

NOTE:

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off for the duration of the meeting.

AGENDA

RECOMMENDED
MINUTE FORMAT

1. APOLOGIES FOR NON-ATTENDANCE

2. DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter, any personal or personal and prejudicial interest in any item(s) being considered at this meeting.

3. MINUTES OF THE MEETINGS OF THE BOARD HELD ON 31 JANUARY AND 16 MAY 2013

4. DEPUTATIONS – STANDING ORDER 3.5

(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Monday 17 June 2013. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).

5. PUBLIC QUESTIONS – STANDING ORDER 3.6

(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Monday 17 June 2013).

6. DRAFT DESIGN GUIDANCE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

To consider a draft of the Design Guidance Supplementary Planning Document (SPD) for consultation purposes in order to ascertain the views of the local community and relevant organisations.

PART II
Contact Officer:
Chris Payne
Ext 5216

7. DRAFT PARKING: SUPPLEMENTARY PLANNING DOCUMENT

To consider the draft of the Parking: Supplementary Planning Document (SPD) for consultation purposes in order to ascertain the views of the local community and relevant organisations.

PART II
Contact Officer:
David Duckett
Ext 5424

Economic Development Board
19 June 2013

8. TOWN CENTRE STREETSCAPE IMPROVEMENTS

To advise Members of a successful £85,000 funding bid submitted to the Partnership for Urban South Hampshire (PUSH) to support streetscape and signage improvements in Gosport Town Centre.

PART II
Contact Officer:
Lynda Dine
Ext 5231

9. ANY OTHER ITEMS

-which the Chairman determines should be considered, by reason of special circumstances, as a matter of urgency.

**A MEETING OF THE ECONOMIC DEVELOPMENT BOARD
WAS HELD ON 16 MAY 2013**

The Mayor (Councillor Beavis) (ex-officio) (P), Chairman of the Policy and Organisation Board (Councillor Hook) (ex-officio) (P); Councillors Allen (P), Chegwyn (P), Edgar (P), Forder (P), Mrs Hook (P), Lane (P), Langdon (P), Philpott (P) Ronayne (P) and Mrs Searle (P).

1. APOLOGIES

There were no apologies for inability to attend the meeting.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. DEPUTATIONS

There were no deputations.

4. PUBLIC QUESTIONS

There were no public questions.

PART II

5. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Philpott be appointed as Chairman of the Economic Development Board for the Municipal Year 2013-14.

6. ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Forder be appointed as Vice-Chairman of the Economic Development Board for the Municipal Year 2013-14.

CHAIRMAN

**A MEETING OF THE ECONOMIC DEVELOPMENT BOARD
WAS HELD ON 31 JANUARY 2013**

The Mayor (Councillor Dickson) (ex-officio); Chairman of the Policy and Organisation Board (Councillor Hook) (ex-officio) (P), Councillors Allen (P); Burgess (P), Chegwyn (P), Edgar, Forder, Geddes (P); Mrs Hook (P), Lane (Chairman) (P), Langdon (P), Philpott (P) and Mrs Searle (P).

It was noted that, in accordance with Standing Orders, Councillors Burgess and CR Carter had been nominated to replace Councillors Forder and Edgar for this meeting.

31. APOLOGIES

Apologies for inability to attend the meeting were received from the Mayor and Councillors Forder and Edgar.

32. DECLARATIONS OF INTEREST

Declarations of pecuniary interest were declared by Councillors Hook, Mrs Hook and Philpott in the urgent exempt agenda item (Property Issues).

33. MINUTES

RESOLVED: That the minutes of the Economic Development Board meeting held on 12 December 2012 be approved and signed by the Chairman as a true and correct record.

34. DEPUTATIONS

There were no deputations.

35. PUBLIC QUESTIONS

There were no public questions.

PART II

**36. NEW LEASE TO CORNERSTONE TELECOMMUNICATIONS
INFRASTRUCTURE LIMITED FOR PART OF THE TOWN HALL ROOF**

Consideration was given to a report by the Community and Customer Service Manager which sought the Board's approval to the grant of a lease of part of the Town Hall roof to Cornerstone Telecommunications Infrastructure Limited (CTIL) for the operation of a telecommunications station.

RESOLVED: That:

- a) the granting of a lease to Cornerstone Telecommunications Infrastructure Ltd on the terms set out in the report of the Community and Customer Services Manager be approved; and

- b) the Borough Solicitor be authorised to enter into such legal documentation as is necessary to complete the lease.

37. EXCLUSION OF THE PUBLIC

RESOLVED: That in relation to the following item the public be excluded from the meeting, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the report.

Note: Councillor Chegwyn requested that it be noted in the minutes that he had voted against the above resolution.

38. PROPERTY ISSUE

Councillors Hook, Mrs Hook and Philpott declared a pecuniary interest in this item, left the meeting room and took no part in the discussion or voting thereon.

By reason of special circumstances the Chairman determined that this item be considered at this meeting notwithstanding the fact that the item had not been available for public inspection in accordance with the provisions of Section 100(4)(a) of the Local Government (Access to Information) Act 1985.

The special circumstances were that the final details of the agreement had only been finalised on 29 January 2013 and a delay in considering the item until the next ordinary meeting of the Board would have resulted in the Council paying more rent.

The report was exempt from publication as it contained information relating to the financial or business affairs of two persons.

Consideration was given to a report by the Chief Executive.

RESOLVED: That the recommendations contained in the report of the Chief Executive be approved.

The meeting concluded at 6.07 pm

CHAIRMAN

AGENDA ITEM NO. 06

Board/Committee:	Economic Development Board
Date of Meeting:	19 th June 2013
Title:	Draft Design Guidance Supplementary Planning Document (SPD)
Author:	Borough Solicitor and Deputy Chief Executive
Status:	FOR DECISION

Purpose

To consider a draft of the Design Guidance Supplementary Planning Document (SPD) for consultation purposes in order to ascertain the views of the local community and relevant organisations.

Recommendation

That the Board agrees the draft Design Guidance Supplementary Planning Document, as set out in Appendix A, for consultation purposes.

1 Background

- 1.1 One of the core principles of the National Planning Policy Framework (NPPF) is to always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings. The NPPF considers that good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better for people.
- 1.2 Both the Local Plan Review (2006), in policy R/DP1, and the draft Local Plan 2011-2029, in policy LP10, recognise the importance of good design in the submission of development proposals. These policies set out general standards against which planning applications are assessed. However, these planning applications could be better informed by the production of design guidance. This SPD would guide potential applicants in how to submit planning applications that make a positive contribution to the townscape.
- 1.3 Gosport Borough Council as member of PUSH has signed the Quality Places Charter (October 2012). As part of this charter the Council is committed to delivering plan making and quality design policies including guidance on creating high quality development. This draft SPD seeks to meet that commitment.

2 Report

- 2.1 This draft SPD (Appendix A) is based on the PUSH Quality Places SPD which was agreed by all the PUSH authorities. However, it has been adapted to make it more relevant for Gosport.
- 2.2 It is considered that good design should be a positive response to local character, history and identity. To assist in this matter consultants have been commissioned to prepare a 'Townscape Assessment of the Borough of Gosport'. This Assessment is a key background paper that identifies the key characteristics of the Borough and should be read in conjunction with the draft SPD. A copy has been placed in the Members Room.
- 2.3 The draft SPD sets out a number of key design principles which will lead to a well-designed development. It details the design considerations that a proposed development should take into account. These are considered under the following topics:
- Site Accessibility
 - Site Context and Analysis
 - External Space
 - Residential Amenity
 - Access, Parking and Services
 - Architectural Detail & Design
 - Internal Space; and

The draft SPD concludes with a glossary of key terms.

- 2.4 It is proposed that the Design Guidance SPD will be available for consultation in accordance with the Council's Statement of Community Involvement (SCI). However, whilst the Council is only required to consult for a period of four weeks it is proposed that given the number of planning documents being made available for consultation at this time that the consultation period should be extended to six weeks.
- 2.5 Once the consultation period has ended a further report will be submitted to the Board outlining the responses received and any proposed changes.

3 Risk Assessment

- 3.1 The failure to prepare a Design Guidance SPD could lead to proposals for development coming forward that have been poorly designed. The result would be that these planning applications could be recommended for refusal. If potential applicants had the benefit of using the design guidance then proposals for development may come forward that enhance the townscape and therefore may be more acceptable.

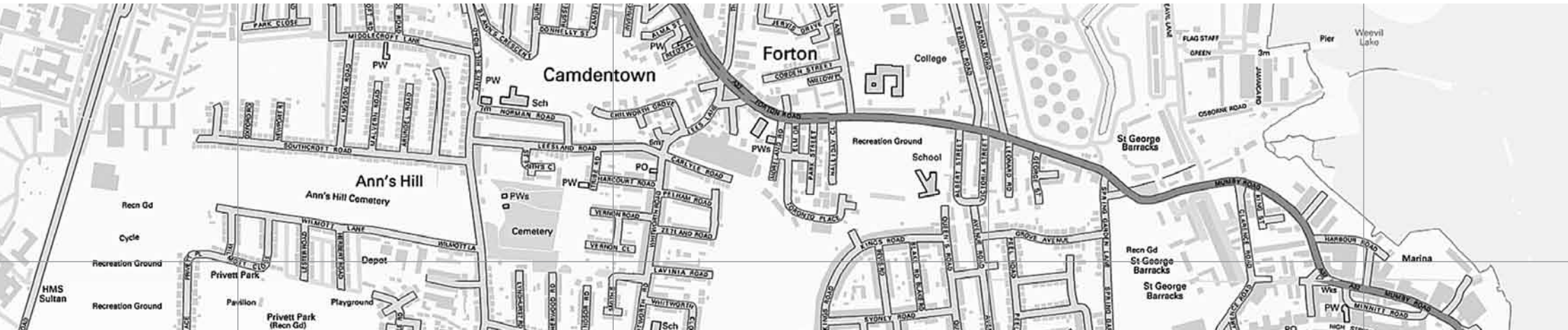
4 Conclusion

- 4.1 The Consultation Draft of the Design Guidance SPD will provide an opportunity for the community, potential developers and other interested parties to comment on the matters that will shape the townscape of the Borough. The SPD will be a material consideration when determining future planning applications.

Financial Services comments:	None
Legal Services comments:	None
Crime and Disorder:	The draft SPD will includes design measures to reduce the opportunities for crime and disorder.
Equality and Diversity:	
Service Improvement Plan implications:	The draft SDP is part of the suite of documents required to support to the Local Plan.
Corporate Plan:	One of the Council's strategic priorities is to enhance the Borough's unique character and heritage. This draft SPD will assist that in achieving that aim.
Risk Assessment:	As set out in Section 3
Background papers:	Draft Gosport Borough Local Plan 2011-2029 Townscape Assessment of the Borough of Gosport 2013
Appendices/Enclosures:	
Appendix 'A'	Draft Design Guidance SPD
Report author/ Lead Officer:	Chris Payne

APPENDIX A

Local Development Framework



Design Guidance: Supplementary Planning Document

Draft for consultation (June 2013)



GOSPORT
Borough Council

How to make comments

Representations can be made on the Consultation Draft of the Design Guidance SPD from 26th June 2013 to 7th August 2013. Comments should be returned to the Council at the address below:-

Head of Planning Policy
Gosport Borough Council
Town Hall
High Street
Gosport PO12 1EB

E Mail:
planning.policy@gosport.gov.uk

If you have any questions regarding the SPD or about the making of representations please contact the Planning Policy Section at the above address, or telephone 023 9254 5458.

What happens next?

All comments received will be reported to the relevant Council Board together with any proposed actions and/or amendments to the SPD arising from the consultation process. The SPD will then be recommended for adoption and will become a material consideration when determining future planning applications.

Contents

Introduction

This Document	5
Good Design	6

Key Design Principles

8

Site Accessibility

10

Local Facilities	10
Integrating with Existing Movement Networks	11

Site Context and Analysis

12

Consideration of Site's Attributes	12
Character	15
Scale (Grain and Massing)	16
Orientation	19
Residential Density	22
Layout - Connectivity, Legibility and Route Hierarchy	23

External Space

27

Design of External Space	27
Landscape Schemes	27
Space Function	28
Underground Services	28
Public Art	29
Green Infrastructure	29
Biodiversity	30
Sustainable Drainage Systems	31
Play Areas	32
Public Open Space	33

Residential Amenity

34

Private Outdoor Space	34
Communal Open Space	36
Roof Terraces and Intensive Green Roofs	37
Extensive Green Roofs	37
Public/Private Distinction	37
Boundary Structures	38
Reducing Crime through Design	39
Passive/Natural surveillance	40
Residential Privacy - Separation Distances	41
Daylight and Sunlight	42

Access, Parking and Services

43

Access into and around the Site	43
Plot Access	44
Services and Emergency Access	44
Surface Materials and Traffic Safety	45
Parking	45
Refuse and Recycling	51

Architectural Detail & Design

54

Proportions	54
Rooflines	54
Roof Extensions to Existing Buildings (Including Dormers)	54
Materials	56
Existing Buildings	56
Windows	56
Architectural Features	57
Service Details	57
Front, Side and Rear Extensions to Existing Buildings	57
Ancillary Buildings	58
Corner Buildings and Blank Walls	58
Doors and Entrances	59
Shopfronts and Advertisements	60

Internal space

64

Lifetime Homes	64
Internal Living Space	64
Flexibility and Adaptability	65
Natural Daylight	66
Noise	66

Glossary

67

Appendices

72

A: Key Design Principles Checklist	72
B: Quality of Routes	76

Introduction

This Document

Gosport Borough Council as a member of the Partnership for Urban South Hampshire (PUSH) has signed up to the Quality Places Charter (October 2012). As part of this charter the Council is committed to delivering plan making and quality design policies including guidance on creating high quality development. This draft Supplementary Planning Document (SPD) seeks to meet that commitment. The document is an adaption of the Push Quality Places Model SPD but has been amended to make it particularly relevant to design issues in Gosport.

To accompany this SPD the Council has commissioned a Townscape Appraisal of the Borough. This Townscape Appraisal (2013) sets the context for the design of new development within the Borough and should be a consideration when using this SPD. The Townscape Appraisal can be found at www.gosport.gov.uk/spd on the Design SPD page.

This document is designed to provide guidance on Gosport Borough Council's expectations and aspirations for the design of new development (both residential and non-residential) in the Borough.

This Supplementary Planning Document (SPD) is primarily linked to 'saved' Policy R/DPI of the Gosport Borough Local Plan Review (GBLPR) (Adopted May 2006), which sets out the general standards of development within the Borough. The detailed guidance of the SPD has been prepared in accordance with the relevant saved policies of the GBLPR. The SPD also takes into account the emerging Gosport Local Plan 2011-2029 and its supporting evidence. Once the latest Local Plan is adopted, the SPD will be linked to the Design Principles policy.

The design guidance is organised into different design themes (e.g. Architectural Detail and Design), which contain related design issues. These are general guidelines and the requirement for information may be more or less rigorous depending on the scale of development proposed. The coloured boxes correspond to the design themes and contain the 'Key Design Principles'. These Key Design Principles are used in an assessment checklist in Appendix A.

Key words or terms, which appear throughout the document are included in the glossary.

The images in this document are for illustrative purposes only.

What status does this document have?

The Design SPD will be a material consideration in determining any planning application and supports the Gosport Borough Local Plan Review (GBLPR) (Adopted May 2006) primarily linked to saved policy R/DPI, (www.gosport.gov.uk/localplanreview) and the emerging Gosport Borough Local Plan 2011-2029 (www.gosport.gov.uk/localplan2029). It has also had regard to the National Planning Policy Framework particularly paragraphs 56-58.

Who is this document for?

This document is for any person or organisation proposing new development or changes to existing buildings and spaces. It will be useful for the following:

- Gosport residents
- Investors and developers in Gosport
- The Local Planning Authority (LPA)
- Design teams: architects, planners, landscape architects, engineers, agents and surveyors
- Special Interest Groups (local and national heritage, nature conservation, disability access, etc.)

How will it be used?

- It will be used by the Borough Council as a material consideration when assessing and determining future planning applications;
- To engage developers, i.e. at the 'pre-application' stage, to encourage the best and most appropriate design;

- By Members when considering the design aspects of planning applications;
- To promote high quality design in Gosport; and
- As a reference source by people with a particular interest in development proposals and regeneration.

Pre-Application Advice

The Council welcomes an early and open dialogue to ensure that the best possible design is achieved. This allows for faster and more straightforward planning decisions to be made whilst delivering a higher standard of design.

In many instances there is a requirement to prepare a Design and Access Statement to support a planning application.

This Design Guidance will provide assistance in preparing Design and Access statements. Further information on when a Design And Access Statement is required and what should be included in it can be obtained at the following website. <http://www.gosport.gov.uk/sections/your-council/council-services/planning-section/requirement-for-design-and-access-statements/>

Good Design

“Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better for people”
(National Planning Policy Framework, Policy 56).

Good quality places add economic, environmental and social value to an area, which is widely recognised and supported by research. High quality places and buildings generate greater rental and capital value for local authorities and investors; such places and buildings heighten the image, attractiveness and competitiveness of a settlement helping to generate inward investment and making it a more desirable place to live, work and play. Successful design of new development has been shown to create a premium for property values and a significant increase in the health and wellbeing of the occupants and users of those buildings and spaces created.

“Urban design is the art of making places for people. It includes the way places work and matters such as community safety, as well as how they look. It concerns the connections between people and places, movement and urban form, nature and the built fabric, and the processes for ensuring successful villages, towns and cities.”
(By Design, CABE, 2000)



Fig 1: Gosport High Street



Fig 2: Aerial View of Gosport town centre

Good design should be a positive response to the local character, history and identity. Design is about place, there is no simple formula that will work for every site; however, there are core principles that will allow a considered approach that will help to realise the best design for a site. Designing for local distinctiveness involves the integration of local practices with the latest technologies, building types and needs. Good design should not be viewed as an optional or additional expense

as “design costs are only a small percentage of construction costs, but it is through the design process that the largest impact can be made on the quality, efficiency and overall sustainability of buildings...”
(Manual for Streets, 2007)

The criteria for achieving good design in the built environment are well established in architectural and design practice. A quality place has a number of essential components which are identified in Fig 3.

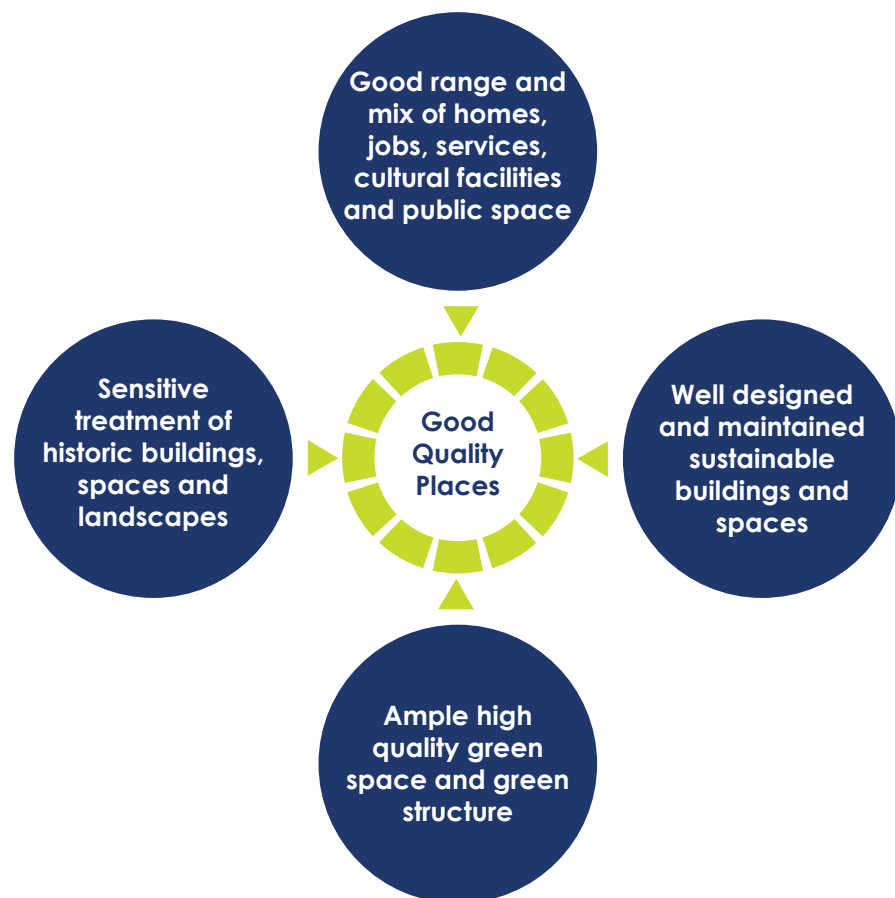


Fig 3: Extract from PUSH Quality Places Charter

Good design is not simply a matter of creating attractive buildings and places. The elements of the development must also be sufficiently robust to carry out their function without deteriorating too quickly. Buildings and spaces must be designed to function well for the purpose they were designed for.

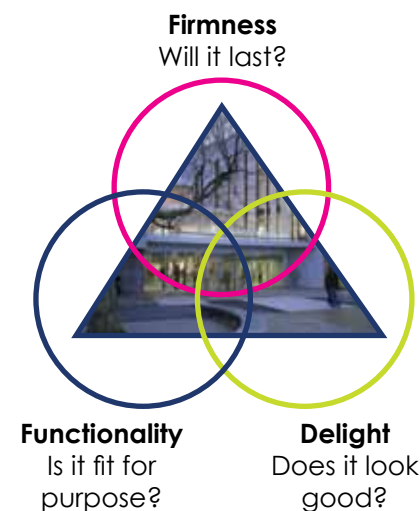


Fig 4: Components of good design

Building for Life

'Building for Life' is the national standard for well-designed homes and neighbourhoods. The assessment comprises 12 questions and can be a useful tool for evaluating the urban design quality of proposals and completed developments.

See the Design Council website: www.designcouncil.org.uk/our-work/cabe/sectors/housing/building-for-life

Key Design Principles

The design guidance in this document can be distilled into the following 'Key Design Principles'. These were agreed by the PUSH authorities. Ideally, all development should address all of these principles and a successful response to all of them is likely to lead to a well-designed development.

Appendix A: The Key Design Principles Checklist breaks down each design principle into a series of sub questions that should be asked by the developer and the Borough Council to determine whether the design principles have been met. This checklist is designed for use as an everyday assessment tool for development schemes from the pre-application stage onwards.

1. Access to Local Facilities and Public Transport	New development should provide for safe and convenient access, particularly on foot and by cycle, to local facilities, services and frequent public transport.
2. Integrating with Existing Movement Networks	New development should integrate well with existing cycle, pedestrian and vehicular movement networks and where possible, improve connections.
3. Site Context and Analysis	Developers should analyse the character of the site and its context to identify positive and negative elements, which will influence and inform the overall design and orientation of buildings and spaces.
4. Residential Density	Density should be appropriate to the context and level of accessibility; make efficient use of land and address the needs of residents.
5. Legibility	Development should have its own identity and variety so that it is easy for people to find their way around.
6. External Space	The design and future management of landscape must be an integral part of the development and should be considered at the earliest stage.
7. Environmental Sustainability	Opportunities to improve the environmental sustainability of a development should be identified at an early stage and inform the overall Landscape Scheme and building design.
8. Public Open Space	All public open space should be safe, accessible, designed for a range of functions and users and should balance good natural surveillance with residential amenity.
9. Residential Amenity	New development should be designed to respect the residential amenity of existing and new occupiers and all dwellings should have access to adequate private amenity space.
10. Access around the Site	Access (such as roads, footpaths, cycle routes) within the site should be safe and convenient to use, but should not be dominated by roads.
11. Parking	Surface car parking and cycle parking should be safe, convenient to use and have natural surveillance. Car parking should not visually dominate the public realm. Other vehicle parking should be safe, secure and separated from the public realm.

12. Waste, Recycling and Cycle Storage	Waste, recycling and cycle storage should be safe, accessible and convenient for the intended users and properly integrated into the built design. Cycle storage should be secure.
13. Design of Buildings and Materials	The scale, form and design of elevations and external materials should respond positively to the defining characteristics of an area. Where this is absent, design and materials should help create a new positive and distinctive character.
14. Continuity and Enclosure of Space	Buildings should be designed to enclose space and have active frontages onto the public realm with particular attention being paid to entrances and corners.
15. Shopfronts and Advertisements	Shopfronts and advertisements should form part of the overall design of a building, reflecting its scale, proportions, character and materials and should be appropriate to the character and appearance of the street and local area.
16. Flexible Internal Space	Buildings and spaces should be designed so they can be adapted over time to changing needs. New homes must have sufficient internal space for residents to use comfortably.

Site Accessibility

Local Facilities

New development is better integrated when local facilities are within a safe and convenient walking distance, allowing the users of a site to more easily avoid using vehicular transport.

Mixed use development, which integrates residential with a range of inclusive compatible commercial and community uses, is an inherently sustainable approach. Opportunities to improve the accessibility of the site and to co-locate services and facilities should be taken, e.g. locating shops or a play area near a school.

Public Transport

Providing realistic alternatives to the use of the private car requires the provision of safe and convenient access to frequent, reliable and cost effective public transport services, connecting to local centres and to larger urban areas.

Local 'accessibility maps' provide a geographical representation of the different degrees of public transport accessibility throughout an area. A Map showing Accessibility within the Borough is included the Council's Annual Monitoring Report see www.gosport.gov.uk/annual-monitoring-report. Where more up-to-date

information about the frequency of bus routes or train routes to local centres is available this should be provided by developers.

Levels of Accessibility

Facilities within 400 m of the proposed development are ideally located. Facilities within 800 m are still only about 12 minutes walk for most people or 5 minutes by bicycle.

The measurement of route distances should reflect the reality on the ground (using streets and other adopted surfaced pedestrian or cycle routes) taking into account any obstacles such as busy roads or large blocks and this should be accurately reflected on maps and plans (see Fig 5).

Large new developments should provide some new facilities/services on site depending on the need for local provision.

Quality of Access

Pedestrian routes must be of a high enough quality to make them a real and attractive alternative to private car travel. Disabled access from a site to facilities also needs to be considered.

Above all, the routes should feel safe, both in terms of personal security and protection from vehicular traffic. All new development or transport investment should strive to achieve the five 'C's' (see Appendix B - Route Quality):

- **Connected** - The network should be comprehensive, serving all significant desire lines.
- **Convenient** - Pedestrian routes should be as direct as possible in order to reduce distance to be walked and increase the pedestrian catchment of facilities.
- **Comfortable** - Footways should be wide enough to allow easy passing and overtaking, without being pushed out into traffic.
- **Convivial** - Routes should be places where people can meet casually and talk in comfort, free from excessive noise or fumes.
- **Conspicuous** - Main routes should be easy to 'read', distinctive, and clearly signposted.

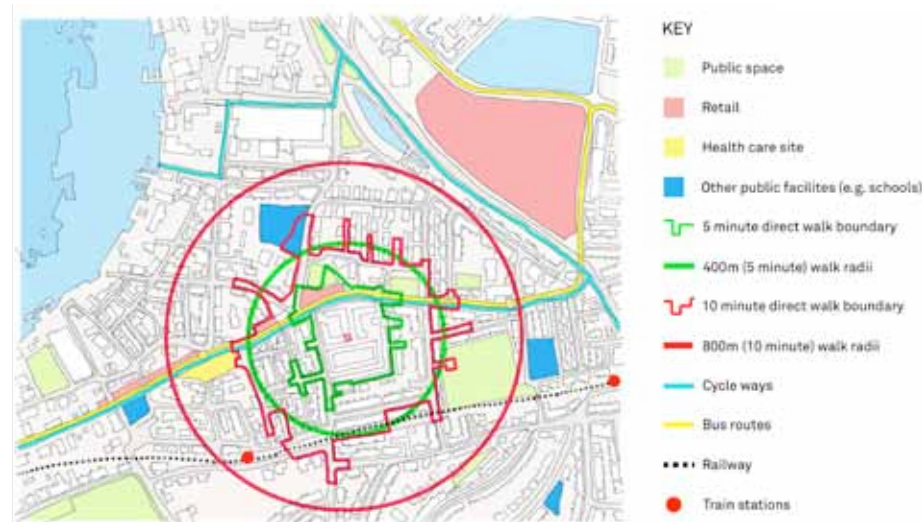


Fig 5: An accessibility map showing 400 m and 800 m walking and 'as the crow flies' distances from a site

Key Design Principle 1: Access to Local Facilities and Public Transport

New development should provide for safe and convenient access, particularly on foot and by cycle, to local facilities, services and frequent public transport.

Integrating with Existing Movement Networks

Where possible, new development should aim to complement existing movement networks, should not act as an obstacle to natural desire lines across a site and help to provide a continuous walking and cycling environment.

Access across the site should be as convenient as possible and should conform to the 5 'Cs' quality standards (see Appendix B).

Key Design Principle 2: Integrating with Existing Movement Networks

New development should integrate well with existing cycle, pedestrian and vehicular movement networks and where possible, improve connections.



Fig 6: Alternative pedestrian and cycles accesses should be preserved or created where possible, to increase accessibility to important facilities

Site Context and Analysis

Prior to work beginning on the design at a new development, a full assessment of the site should be undertaken to identify all potential constraints and assets. Following the assessment, a comprehensive understanding of the local character including scale (grain and massing), is critical in identifying the optimum orientation of buildings, an appropriate level of density and the ideal layout of a development.

Consideration of the Site's Attributes

In considering the potential of a site for development there are a number of issues that need to be assessed. Some of these issues will act as constraints and they could be physical, visual or social in nature. Some of these issues will add to the quality of the site. Some of the environmental issues may need detailed survey reports, (e.g. noise, air and soil contamination, biodiversity, etc.). These issues may lead to a reduction in the developable area of a site, special design solutions, specific construction techniques, or mitigation measures to overcome or minimise them.

Topography

Changes in level often make a development more interesting and



Fig 7: An example of a constraints plan

attractive. This can be achieved by stepping buildings and structures (such as walls or railings) down rather than running parallel with the slope. An attractive rhythm can be created in a development's roof line as it adjusts to the topography. Where a landmark building is desirable it can be placed in an elevated position in relation to the surrounding buildings.

However the topography may create extra privacy or overshadowing constraints. Major changes in level may make part of a site undevelopable.

Flood Risk

This constraint could result from the following:

- Risk from neighbouring storm run-off;

- Groundwater flooding;
- Designated EA flood risk zones 2 and 3 (see Strategic Flood Risk Assessment, <http://maps.hants.gov.uk/push>)
- Coastal storm risk and coastal erosion.

There may be a need to carry out a flood risk assessments (see <http://www.gosport.gov.uk/sections/your-council/council-services/planning-section/list-of-documents-required-by-gbc-lpa/>)

Mitigation may take the form of restricting different forms of development to certain parts of the site, certain adaption design measures and/or storm water attenuation measures (e.g. sustainable drainage systems).

Water Features:

Provided there are no issues with flooding rivers, lakes, ponds and the sea are usually positive visual elements which also add water and associated wildlife interest, reflective qualities and often a positive psychological benefit.

Protected Habitats and Species:

- Care should be taken if a proposed development is in the proximity of
- Designated nature conservation sites (Special Areas of Conservation, Sites of Special Scientific Interest, Special Protection Areas, Ramsar Sites,);
 - Locally important sites (Sites of Interest for Nature Conservation and local nature reserves); and
 - Species specific protection (e.g. badgers, bats, slow worms).

The unauthorised damage of such species or habitats may result in prosecution.

There may be a need to undertake an ecological survey of the site. This could show that the site is not suitable for development or that in order to make it acceptable mitigation measures will be needed. In any event the proposed development should aim to enhance biodiversity on the site.

Trees:

If they are to be retained, existing trees, including their roots (which

may often extend beyond the crown spread), need to be protected during construction. Trees need space in which to grow. Large trees may cast significant shade and this can make smaller private gardens or living rooms unacceptably dark, which in turn will lead to significant pressure to reduce or remove the trees.

Some trees will have designated protected status because they are within a Conservation Area or they are subject to a Tree Preservation Order (TPO). The unauthorised damage of such trees may result in prosecution.

Large trees and hedgerows provide a development with instant maturity and help to integrate new development with its immediate context. They are a positive asset as visual features, providers of habitat, agents of summer cooling and act as natural cleaners of harmful airborne particulates.

Green Space

Green space retained or created on site or directly adjacent should be exploited for its visual amenity and practical recreational value. Buildings should front onto it where possible, taking advantage of the views and the light it affords as well as providing passive surveillance over it. Larger developments should ensure that attractive direct routes connect the development's inhabitants to the

green space.

Neighbouring Development:

The issues that need to be considered include;

- Unacceptable impacts on privacy and amenity (of residential properties);
- Overshadowing (of gardens, windows); and
- Overbearing' massing relationship of new buildings with existing buildings.

Views

These might be of buildings or landscapes. New development should where possible make best use of these assets by fronting onto them or maximising views. Developers should be aware of large or unattractive buildings adjacent to the site and unsightly neighbouring land uses. Appropriate design should be incorporated in proposed developments to minimise their impact. Mitigation may take the form of restricting different forms of development to certain parts of the site or landscape screening.

Microclimate:

This is often a function of orientation and might include both areas of cool summer shade and areas of passive solar gain in winter. Sun traps are also worth exploiting when locating outdoor passive recreation (e.g. sitting) spaces. Similarly proposed developments should have regard



Fig 8: Illustration of site assets exploited in a new development

to dense shade, wind exposure and excessive summer glare or overheating

Existing buildings:

These may have architectural, historic, aesthetic or social value. A development which finds a new use and enables the refurbishment of existing attractive buildings provides the best sustainable solution.

Conservation Areas and Listed Buildings:

Conservation Areas have a character and appearance, which proposed development is required to preserve or enhance.

Pre-application discussions with the planning services unit are encouraged for developments within a Conservation Area. In some instances for development affecting Listed Buildings or their setting Listed Building Consent may be required for the proposed works.

Archaeology:

Areas and sites which are of archaeological significance and areas which are of archaeological interest have been identified by the Council. The Council's Planning Services would encourage pre-application discussions on proposed developments on sites and where

appropriate, may need to involve the County Archaeologist.

Land/Soil Contamination Risk:

This can be risk to the following:

- To existing property; or
- From existing property
- To proposed building.

Mitigation may take the form of restricting different types of development to certain parts of the site, removing the contaminated material and /or capping the contaminated material.

Continual Noise Sources

It is the responsibility of the applicant to submit sufficient scheme design details incorporating noise protection measures to enable the Council to reach a decision on the acceptability of development in an area subject to external noise sources.

In residential schemes, applicants are advised to adopt housing layouts which have a public front facing the main noise source, allowing the buildings to reduce the impact of noise on the private rear space.

Air Pollution and Bad Odour Sources:

Mitigation may take the form of restricting different forms of development to certain parts of the site or preventing openable windows nearest the pollution source.

Services and Utilities:

The following issues should be taken into account:

- Electricity pylons;
- Telecoms masts;
- Telegraph poles and overhead telecom wires;
- Underground cables (electricity, telecom, cable TV);
- Foul and surface water sewers;
- Gas and oil pipelines; and
- Wind turbines.

Easement corridors with development restrictions may be several metres wide in some cases and therefore restrict how close you can build to these boundaries

Safeguarded Areas :

These areas may have implications for design including use of specified construction materials and height of buildings. It will be necessary to consult with relevant agencies (The local plan identifies areas that are affected by these constraints).



Fig 9: Examples of distinctive new and refurbished buildings where a strong existing local character is absent



Fig 10: The Crescent – distinctive character in Anglesey Conservation Area

Character

An essential ingredient in making an attractive and successful place is the preservation, enhancement or the creation of character. In areas where there are already well-established and recognised settlement patterns, styles of architecture, scale and landscape, such as typically exist in a Conservation Area or in an 'Area of Special Character', new development should pay special attention to them (without slavishly trying to copy existing buildings). New development may be encouraged to continue elements of these local styles, where integration with the surrounding built form is deemed important.

The Council has produced a number of Conservation Area Appraisals which provide a guide to the buildings and features that make a special contribution to the character of the area. These can be viewed at <http://www.gosport.gov.uk/sections/your-council/council-services/planning-section/conservation/conservation-areas/area-appraisals/>

Where a distinctive form of development with a special character exists, the Council may create specific policies to guide new development and manage change. For example, the Council has identified the Marine Parade area at Lee-on-the-Solent as an 'Area of



Fig 11: Building scale, materials and roof form of this new development respects the local character

Special Character' in the Local Plan and it has produced an SPD for this area.

In other areas, such as in retail parks or residential areas, where there is very little existing character or a weak character, the emphasis will be on development producing new high quality and distinctive places. The overuse of standard house types may not be acceptable.

Scale (Grain and Massing)

Grain

The grain of an area is an expression of the pattern of development. This is best illustrated by 'figure ground' plans. Figure ground plans are 2 dimensional maps of urban space that show the relationship between built and un-developed space.

For a new development to integrate well with its context, it needs to take account of the grain that surrounds it, without necessarily trying to replicate it. It should integrate with existing movement networks and create attractive and continuous streetscapes, knitting in visually and functionally with existing development.

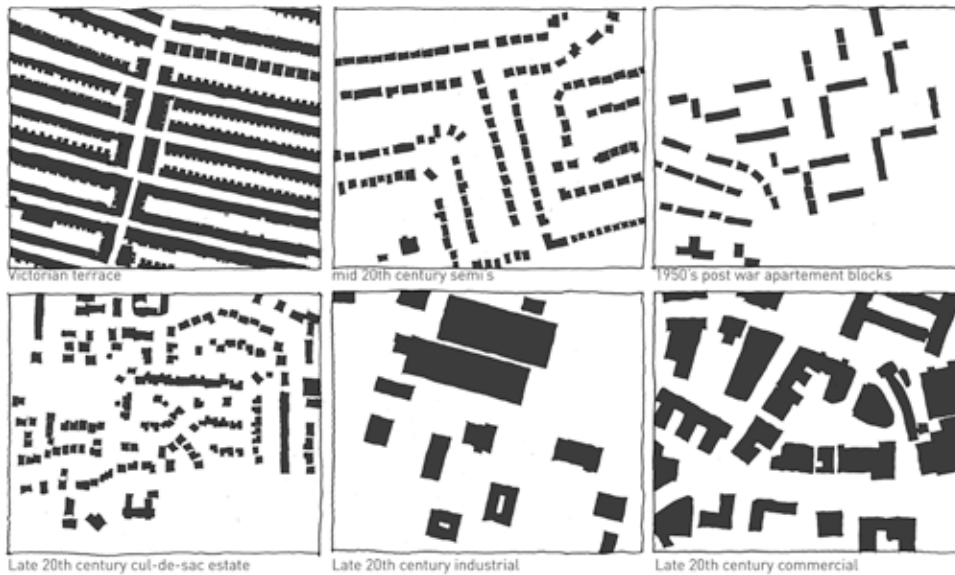


Fig 12: Figure ground plans showing different development patterns



Fig 13: Existing building lines should be the starting point for continuing the urban grain with a new development

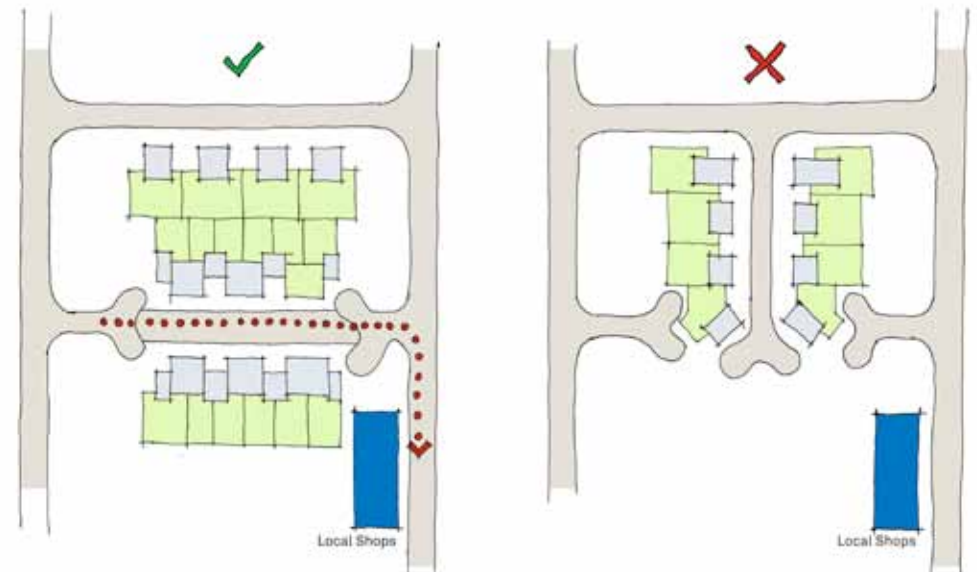


Fig 14: Where the existing grain consists of an inefficient suburban series of cul-de-sacs, opportunities to improve it with new connections should be sought

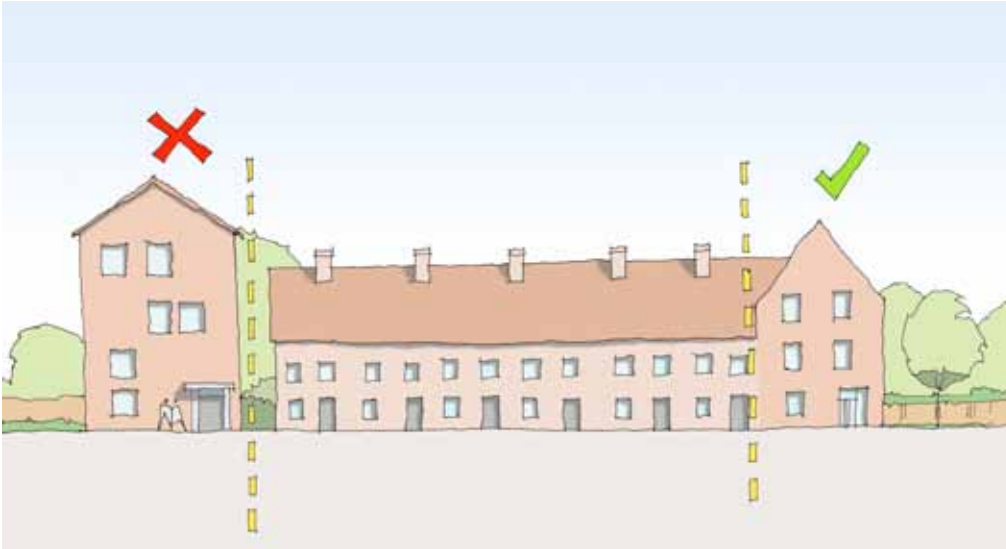


Fig 15: New development should generally not be more than 1 storey higher where it directly adjoins or is close to existing residential development, except where there are distinct townscape benefits

Massing

The massing of a building is defined by the physical volume or bulk of a structure or building and relates to its scale, size and height. The impact of a new building on its neighbours will often be exacerbated by issues of overlooking and shadowing. Orientation, topography, context and the character of the surrounding area are all matters which must be thoroughly addressed and considered together with scale and massing to achieve a positive outcome.

The size of new buildings needs to respect the setting in which they are built. If the area is covered by a character area appraisal, the local context and key elements such as predominant storey heights will usually be included. A common criticism is that new buildings are perceived to be overbearing or overpowering.



Fig 16: Inappropriate building mass can make an open space and gardens feel claustrophobic and uncomfortable for the users

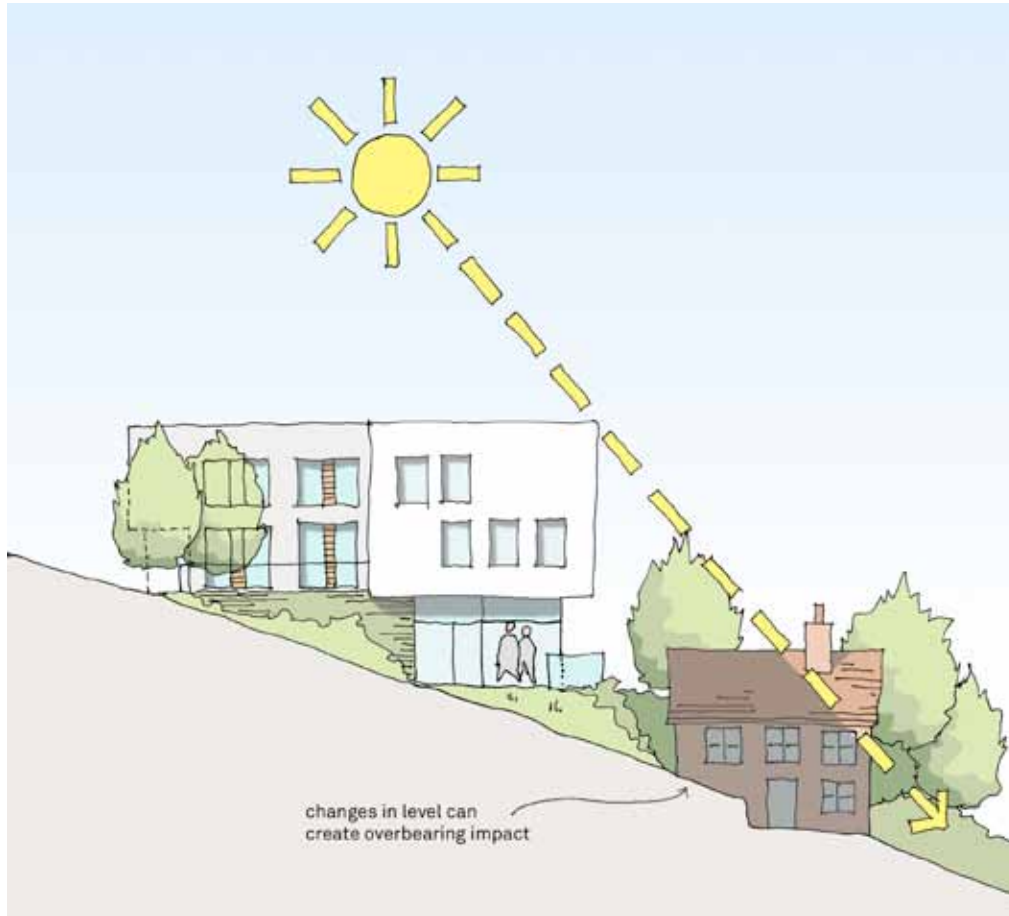


Fig 17: Significant changes in level can make massing relationships with existing development worse



Fig 18: The perceived mass of a building can be reduced by a variety of design measures

Orientation

The orientation of buildings should be informed by the analysis of the site assets and constraints.

Passive Solar Gain

One constant asset or constraint is the trajectory of the sun in the sky and its position relative to buildings. Where appropriate, and to make best use of free heat energy from the sun, buildings should maximise the entry of the low winter sun (for passive solar heating) by orienting façades with generous fenestration within 30 degrees of due south. This works best when the building has a high thermal mass. The orientation of outdoor spaces to maximise sun and shelter should also be considered.

Active Solar Gain

It is likely that building façades and roofs will increasingly be used to collect solar energy for conversion into electricity or to heat water for the building's occupants. An aspect within 30 degrees of due south is ideal. Roof orientation and the placement of PV/solar water panels should take into account local character.

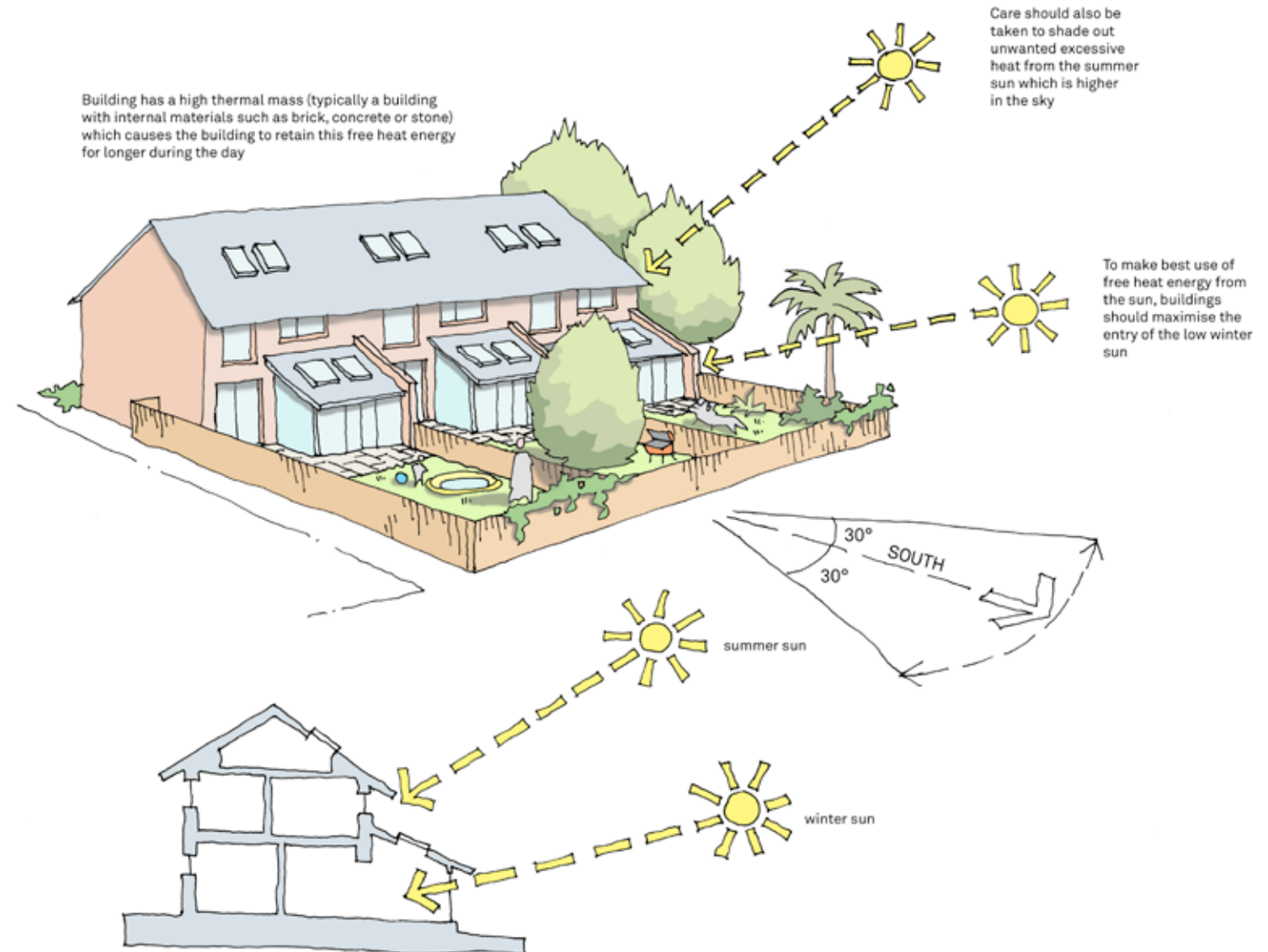


Fig 19: Orientation for passive solar gain

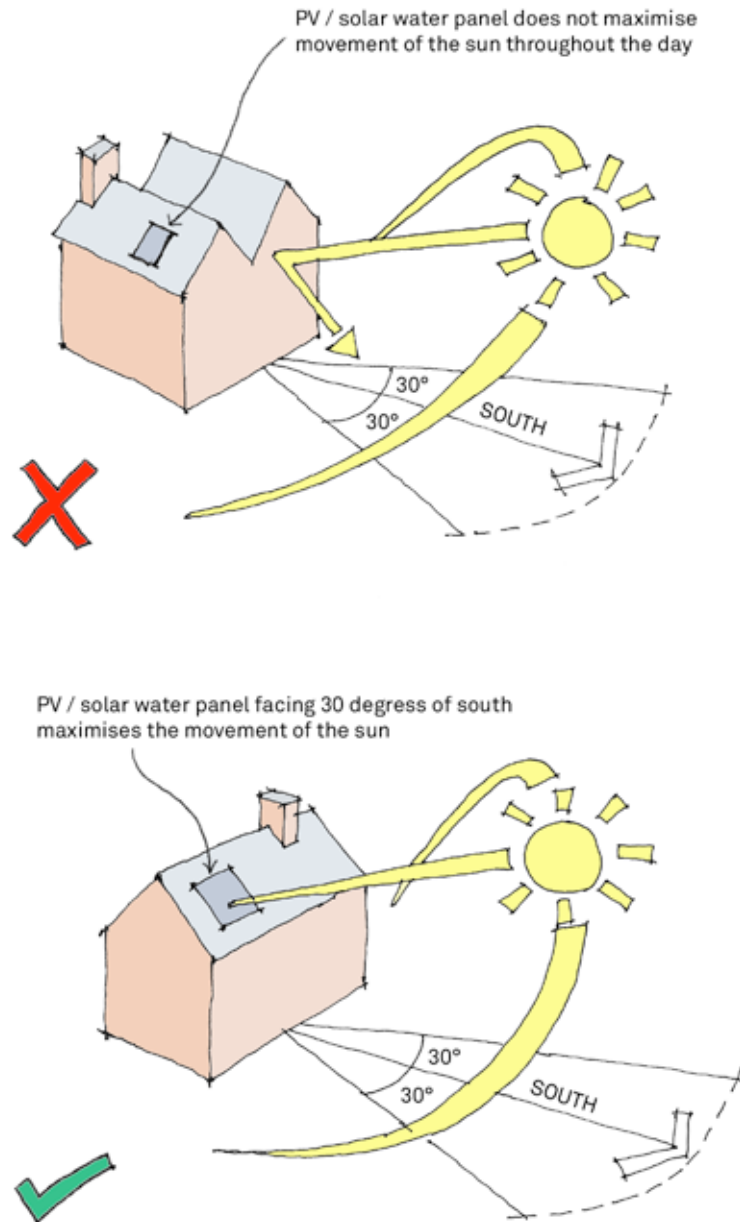


Fig 20: The potential for solar collection should influence roof orientation

Views

Where development adjoins a park, lake, the harbour, sea front or other attractive features, buildings should, where possible, front onto it and maximise views with more floors, larger windows, bay windows, balconies and roof terraces.

Streets

Buildings should front the street with active rooms, balconies and bay windows maximising liveliness and natural surveillance. The orientation of the street pattern will also be influenced by pedestrian desire lines and the need to connect the site with its immediate surroundings.

Character

When developing within a strong context, such as in Conservation Areas, a particular orientation may be required.

Ultimately, the final orientation will be a compromise between the above considerations.

Key Design Principle 3 (Site Context and Analysis):

Developers should analyse the character of the site and its context to identify positive and negative elements, which will influence and inform the overall design and orientation of buildings and spaces.

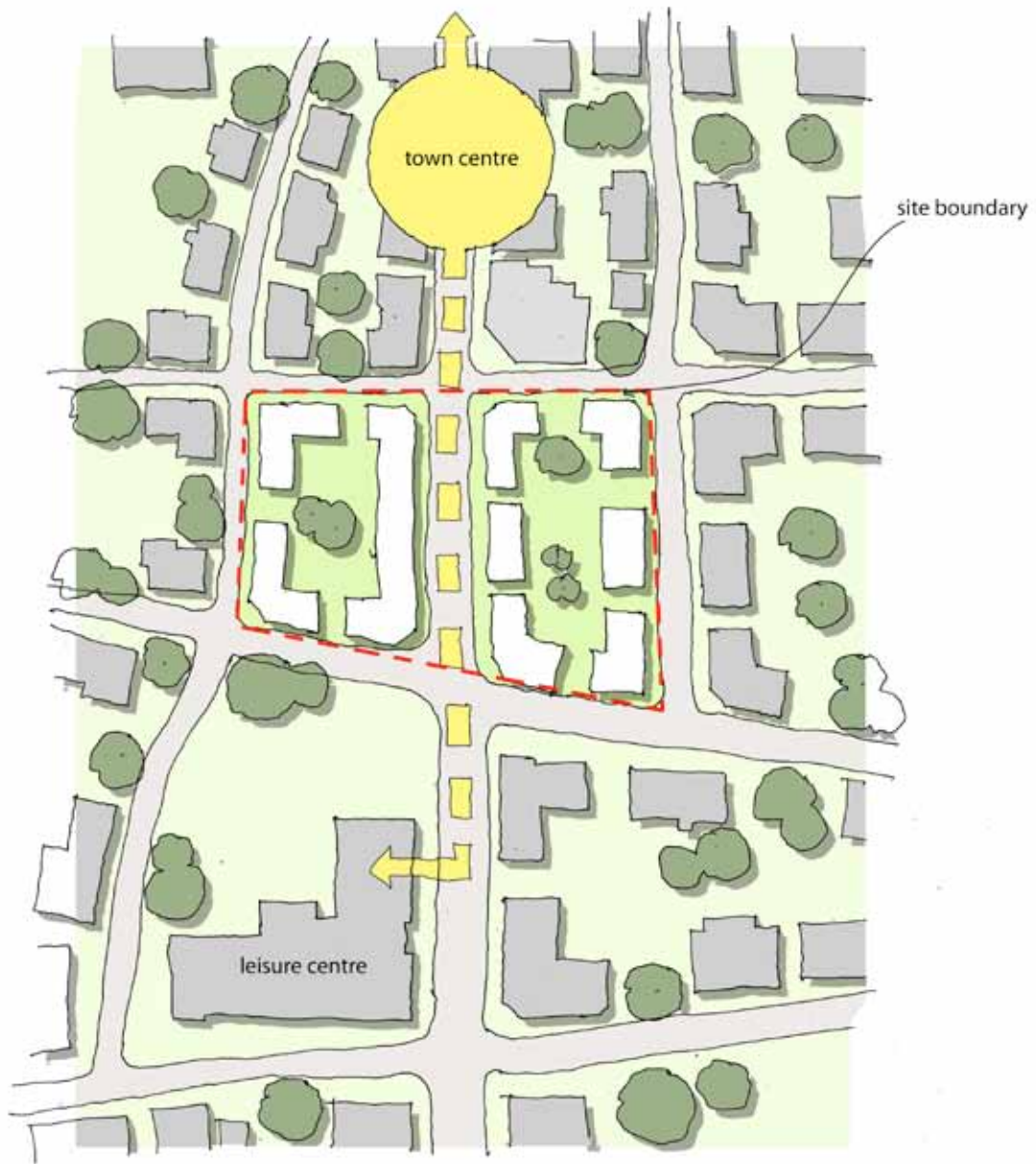


Fig 21: Development orientation should reinforce existing successful street patterns and cater for strong desire lines

Residential Density

Density can be defined in various ways but for the purposes of this document residential density is taken to mean net density (dwellings per hectare (dph)). While development should make efficient use of land, the overriding objective should be to create an attractive development that functions well, irrespective of the numerical density and is appropriate to its context.

Developments that propose relatively high density will need to demonstrate that the increased spatial requirements for associated car parking, bin storage and cycle parking can be provided without adversely affecting the quality of the remaining ground level landscape and open space. In addition, surface water runoff from roof space and ground level hard surfacing will become more intense, often with fewer opportunities for above ground sustainable drainage systems.

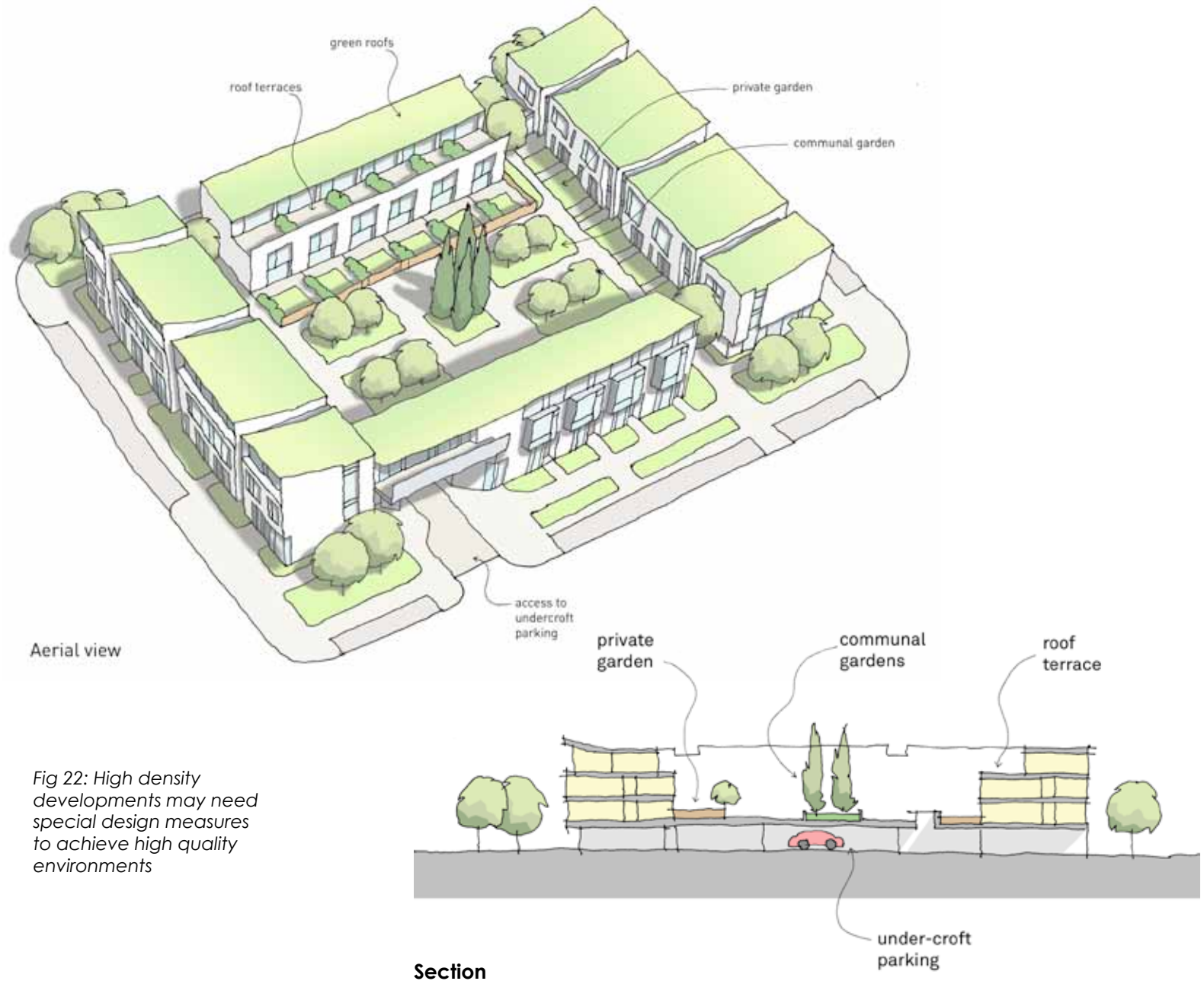


Fig 22: High density developments may need special design measures to achieve high quality environments

Key Design Principle 4 (Residential Density):

Density should be appropriate to the context and level of accessibility, make efficient use of land and address the needs of residents.

Layout - Connectivity, Legibility & Route Hierarchy

Connectivity

Connectivity describes the extent to which the urban form or pattern allows or restricts the movement of people or vehicles in different directions. New development should allow for good connections both within the site and with the surrounding area.

Vehicular connectivity is important to prevent cul-de-sacs, which are inherently inefficient, causing longer driving distances and the need for wasteful turning areas for cars and service vehicles. The layout of streets should allow for fairly direct routes to avoid unnecessarily complicated journeys.

Pedestrian and cycle connectivity is even more important and routes may need to be more direct than vehicular routes. Where possible, people should be given the opportunity to use direct and

attractive routes on foot or by cycle as an alternative to using the car for journeys below 2 km.

Connectivity should take account of the need for quality routes and natural surveillance (see Appendix B).

Legibility

Legibility describes the ease with which residents and visitors can orientate themselves and find their way around an area.

Legibility is promoted by:

- A clear hierarchy of routes;
- A strong and logical building layout (such as the perimeter block) and massing;
- An appropriate and consistent choice of materials for buildings and for designing the streets or routes; and
- The use of views and focused vistas of local landmarks (buildings and landscape features) in and around the site.

When signage is necessary to help provide directions to specific destinations, it should be of a high quality, co-ordinated with all other street furniture and kept to a minimum to avoid clutter in the public realm.

Route Hierarchy

In order to create a legible development, it is necessary to make it clear what routes are major ones

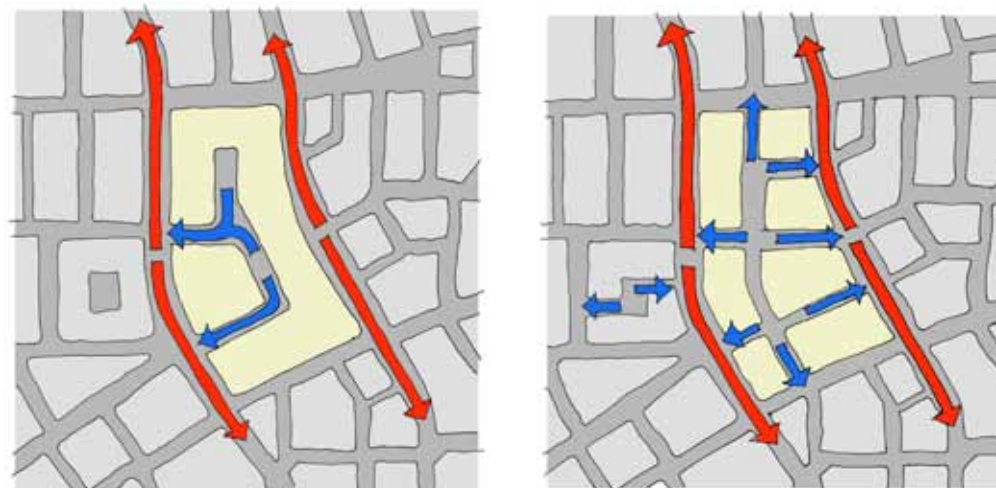


Fig 23: Poorly connected (a) and well connected (b) new street layouts

and which are more secondary in nature, down to the most informal pedestrian routes. This needs to be clear from the dimensions of the street and the corresponding scale of buildings (and trees) which front it.

Primary Routes:

On the largest of sites, (over 500 dwellings), some form of 'main street' may typically form the spine of the development. This would not be designed as a low speed environment but should still accord with The Manual for Streets principles. www.communities.gov.uk/government/publications/manual-for-streets



Fig 24: The elements of a legible development showing a route hierarchy

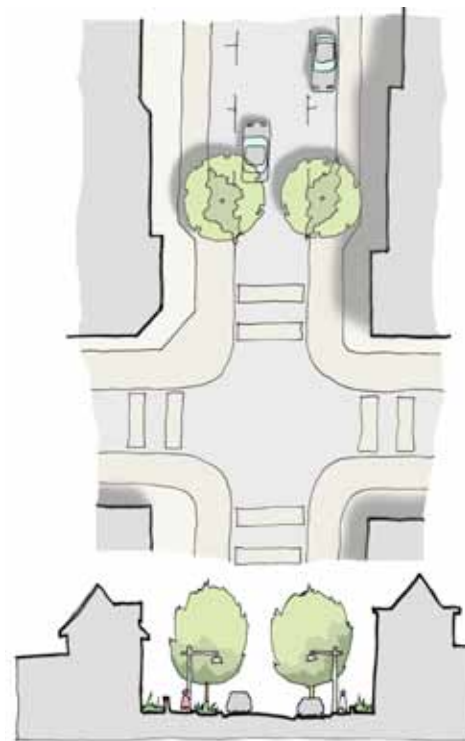


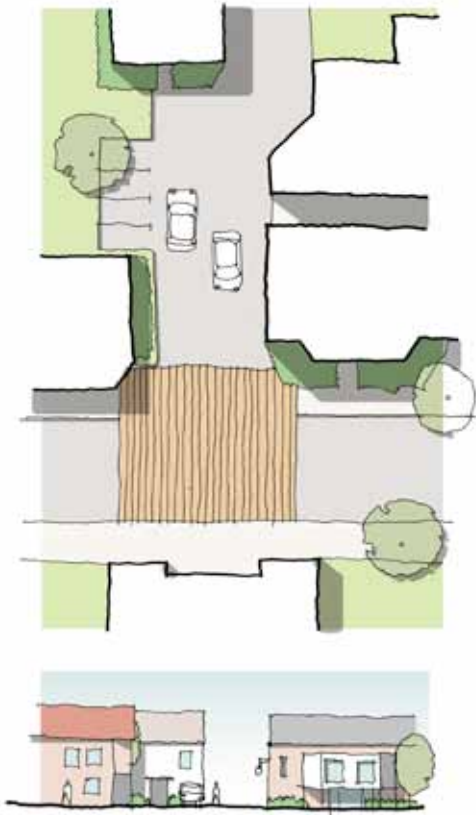
Fig 25: Primary routes - wider streets, taller buildings, space for larger street trees, landmark buildings, segregated cycle routes and footways, vehicular flow important



Fig 26: Secondary routes - modest street widths, smaller buildings, mostly smaller street trees and designed space for larger street trees, local landmark buildings, cycle routes and footways may not be segregated, on street car parking important

Secondary Routes:

Many residential streets fall into this category. They should all be designed to 'Manual for Streets' principles.

**Minor Routes:**

Minor routes are the lowest in the hierarchy of streets and typically serve only a very small number of vehicle movements.

Dedicated pedestrian or cycle routes should distinguish themselves from vehicular routes by their reduced width (maximum 3 m for a shared pedestrian/cycle route) and contrasting surface materials.

Smaller developments are likely to have streets that do not offer the opportunity to create a suitable hierarchy. These developments should provide the most appropriate level of routing at the highest possible standard.

Fig 27: Minor routes - street widths can be narrow, low rise buildings, niche opportunities for street trees, non-tarmac shared surfaces appropriate, low speed environment and car parking on homezone principles appropriate



Fig 28: A typical suburban perimeter block layout (a) and a generic mixed use urban perimeter block (b)

Perimeter Blocks

Historically, the most successful layout for promoting good connectivity and legibility is the perimeter block.

Residential perimeter blocks help to provide a clear distinction between public (streets in front) and private spaces (gardens behind the buildings). The strong building lines provide good passive surveillance and activity on the street side.

Other examples of perimeter blocks are concentric blocks such as in Poundbury, Dorchester. In more rural locations, an irregular block layout may provide a more appropriate 'organic' character.

Key Design Principle 5 (Legibility):

Development should be well connected to its surroundings and have its own identity and variety so that it is easy for people to find their way around.

It is essential to clearly delineate public and private areas and their corresponding management responsibilities.

Space Function

It is important to ensure that all areas of land have a clear function (for which it is fit for use) and are clearly demarcated into private areas, or public realm.

If this process is neglected, awkward shapes of land can result, which may be on the periphery of the site and are often landscaped with turf or shrub planting. They often have no clear sense of ownership and quickly become neglected, poorly maintained and used for fly tipping. The result is not only an unsustainable waste of land but often an eyesore. These areas may be on residential or non residential sites.

Underground Services

Manual for Streets (section 11.5) provides guidance for locating underground services in streets: www.communities.gov.uk/publications/manual-for-streets

Detailed design advice can be found in the National Joint Utilities Group (NJUG) Guidance: www.njug.org.uk.

The main principle is that wherever possible, new services should be located underground and restricted to specific margins, often under the foot way, or in shared surfaces in a defined linear strip. Main service corridors should be plotted on the plans at the earliest stage to avoid design conflicts with tree planting.

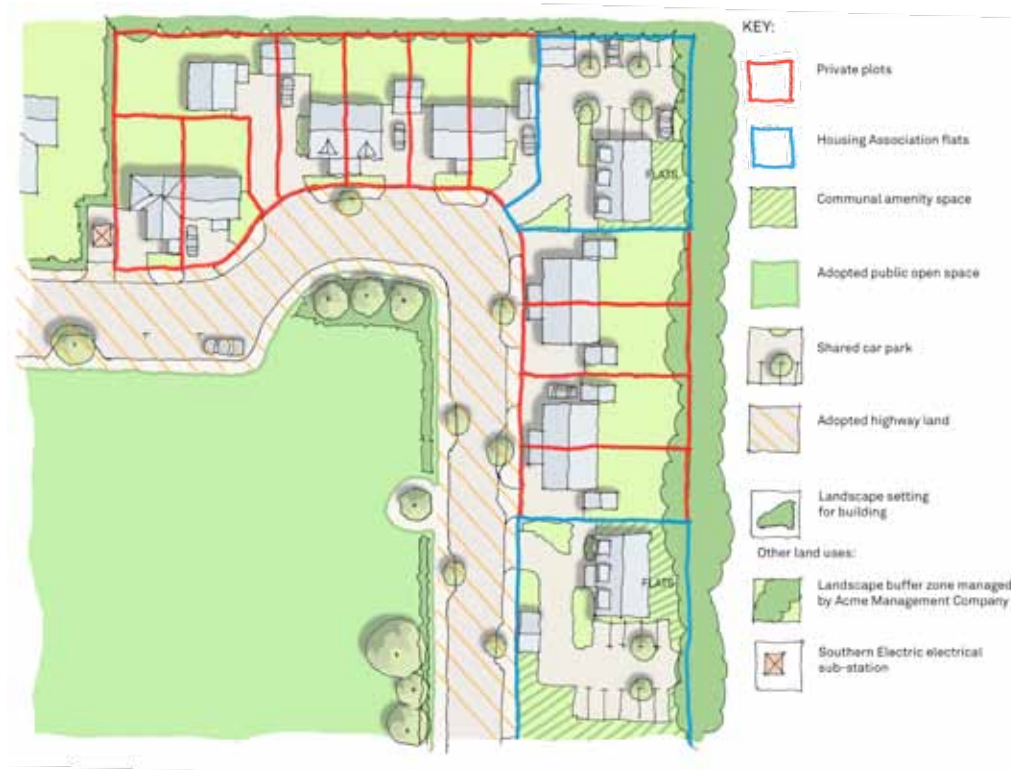


Fig 30: A plan showing the proposed functions and ownership of all land in a development

Public Art

Public art has the potential to enhance an area and community on both a physical and social level. Public art should contribute positively and reinforce a sense of place and identity. The best public art is produced through a thorough assessment of the site context and comprehensive engagement with the community.

Public art should be constructed with robust materials with the anticipation of some attempted vandalism in the most public locations and should design-out potential safety concerns for passers-by. The ease of maintenance should also be a design consideration. The illumination of public art should be considered to extend and transform its experience into the night.

A Design & Access Statement* should:

Explain the proposed approach to providing appropriate art in the public realm.

*or elsewhere as part of the planning application



Fig 31: Service margins and trees designed together in a new street (Architecture plb)

Key Design Principle 6 (External Space):

The design and future management of landscape must be an integral part of the development and should be considered at the earliest stage.

Green Infrastructure

Green Infrastructure (GI) is a strategically planned and delivered network of high quality green spaces and other environmental features. It should be designed and managed as a multifunctional resource capable of delivering a wide range of environmental and quality of life benefits for local communities. Green Infrastructure includes parks, open spaces, playing fields, woodlands, allotments and can include private gardens.

The PUSH GI Strategy (www.push.gov.uk/push_gi_strategy_adopted_june_10-2.pdf) should be referred to when planning for future development, to ensure that existing and new green space is contributing to the multiple objectives of the strategies.



Fig 32: Examples of Green Infrastructure

Biodiversity

The design, layout and landscaping of new development offers enormous opportunities to protect and enhance biodiversity.

Measures to encourage biodiversity can provide a wide range of benefits including: providing an attractive residential setting or work environment, improving climatic effects (such as providing shade and shelter), reducing the impacts of noise and air pollution, reducing flood risk, providing informal recreation with physical and mental health benefits and improving the prospects for flora and fauna.

The design process for new development should involve identifying, protecting and managing all existing valuable habitats, creating new areas of habitat and incorporating green corridors, which provide pedestrian and cycle routes through the site.

Opportunities for residents to enjoy the biodiversity within the development, such as seating/viewing areas, walking and cycling routes and interpretation features, which explain the function and management of the site should be included where appropriate.

It is also important to build-in biodiversity within individual buildings and their immediate surroundings.

Buildings and private space create the potential for creating a network of habitats. This can include the following measures which may be appropriate for different types and densities of development:

- Provision of private and communal gardens (as appropriate) with the potential to develop wildlife areas;
- The inclusion of compost bins;
- The use of green walls (walls which are free-standing or part of a building partially or completely covered with vegetation or soil) within developments;
- The use of green roofs; and
- The integration of bird and bat nesting sites within the design of buildings.

Further guidance on these and other measures is contained in Biodiversity by Design: <http://tcpa.org.uk/pages/biodiversity-by-design.html>

Sustainable Drainage Systems

Sustainable Drainage Systems (SuDS) can provide environmental benefits such as flood control, creating wildlife habitats when integrated into linear green spaces and efficient wastewater recycling. Opportunities to integrate SuDS within the landscape design of a development should be taken and need to be identified at the earliest opportunity.

For larger sites, details of SuDS maintenance should be included in the management plan, specification and schedule of works which is produced as part of the landscape maintenance strategy. This includes the long-term management, particularly for private housing developments.

Further advice can be obtained from Hampshire County Council who are responsible for approving SUDS (www3.hants.gov.uk/flooding/flooding-role.htm)

Key Design Principle 7 (Environmental Sustainability)

Opportunities to improve the environmental sustainability of a development should be identified at an early stage and inform the overall Landscape Scheme and building design.



Fig 33: Sustainable Drainage System serving the Cherque Farm development, Lee-on-the-Solent

Play Areas

Play areas will need to be provided as part of larger residential developments in accordance with the latest Local Plan policies.

Different types of playing spaces should be provided for different age groups, incorporating equipped play areas and areas for casual play and informal activities.

The design of play areas must be an integral part of the design process from the outset. Considerations include:

- The route between the dwellings and the play space is as safe as possible;
- Nearby roads are as safe as possible;
- The play space has natural surveillance from nearby dwellings and/or road;
- The site is in an open and welcoming location;
- The site should be on land suited for the type of play opportunity intended;
- The site should be sufficiently far from dwellings and include buffer zones to reduce the likelihood of noise and disturbance;
- The site should be integrated as far as possible with other open spaces and amenity areas;
- The site should include seating for parents and carers;
- The site should include play equipment of high quality and



- must meet current British safety standards;
- The site should include impact absorbing surfaces beneath and around play equipment;
- The site requires appropriate boundary treatment; and
- Where appropriate, the site could include an interesting eye catching feature.

Fig 34: The main elements of a well-located and designed play area

Public Open Space

Public open space provides a wide range of recreational and social functions as well as giving urban dwellers their nearest opportunity for interacting with the natural environment beyond their own gardens.

The best new public open spaces will be designed by a landscape architect following the advice set out in the Hampshire Landscape Checklist (www.hiow.gov.uk/offnet/hlg/47340%20Oce%20Checklist.pdf)

The design should reflect identified user groups based on local requirements and should meet the standards set out in the latest Local Plan policies.

The public open space should be in an easily accessible location with high quality priority links for pedestrians and cyclists.

The main open space within a development should consist of a continuous area of at least 0.2 ha in a usable shape (i.e. not too narrow).

Key Design Principle 8 (Public Open Space):

All public open space should be safe; accessible; designed for a range of functions and users; and should balance good natural surveillance with residential amenity.

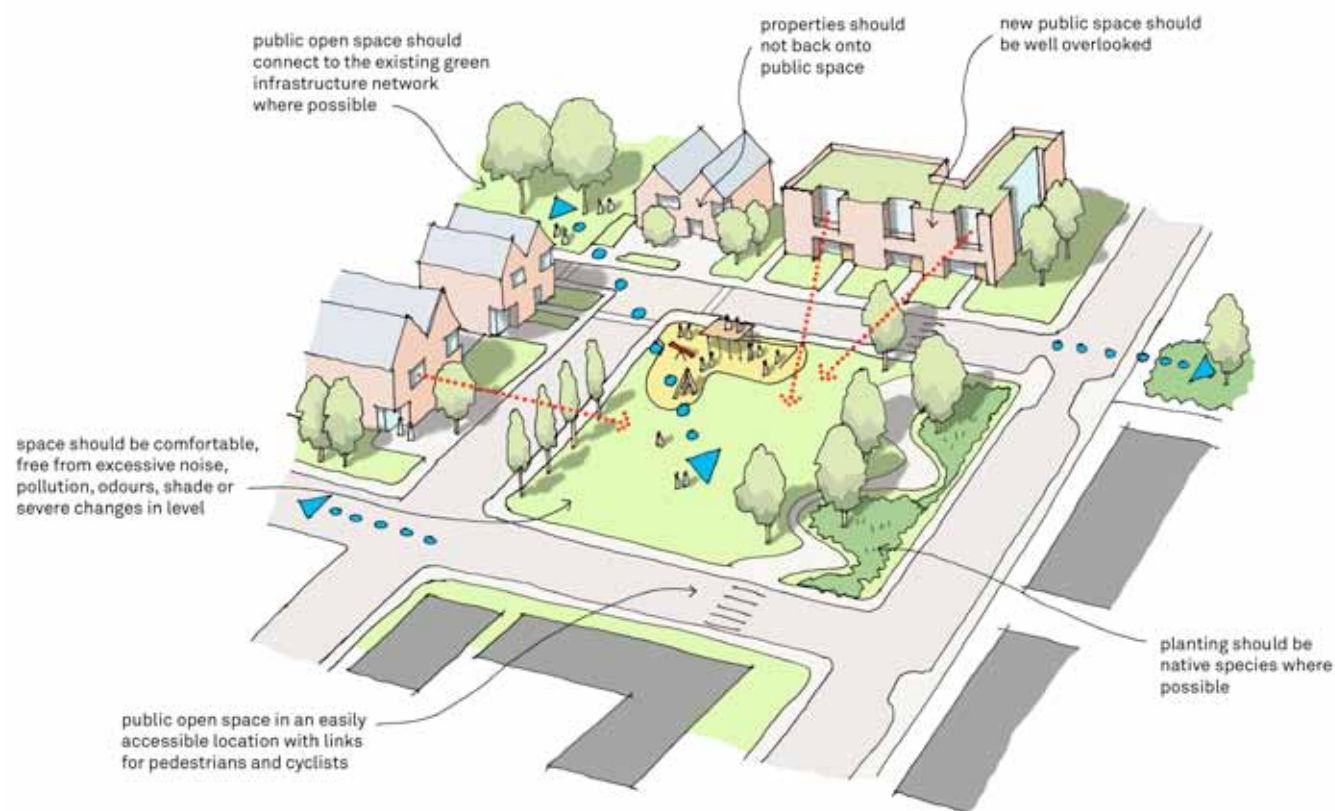


Fig 35: Some important design considerations for good public open space

Residential Amenity

Private Outdoor Space

Minimum Provision

An important component of good quality residential design is the provision of useable outside private space where residents can take advantage of fresh air and direct access to the natural environment. This is different from semi-private communal space (which is shared by residents).

Whilst acknowledging that external private space can be provided by a variety of means such as back or side gardens, roof terraces and balconies, the amenity value of such spaces is dependent upon a number of factors such as privacy, configurations, accessibility and overshadowing.

Private outdoor space should be easily accessible for all physical abilities, but accessible only to those residents for which it is designed to be used.

Private residential outdoor space, in some instances, may sometimes not be appropriate where constraints exist that even when mitigated, would result in unsafe or uncomfortable environments.

Private outdoor space should allow for:

- a certain measure of privacy.

The size of the private outdoor space may need to increase where:

- The local context requires it;
- Excessive shading renders significant areas of the garden unusable due to neighbouring buildings or other structures, trees and orientation; or
- Significant mature trees are to be retained within the garden space.

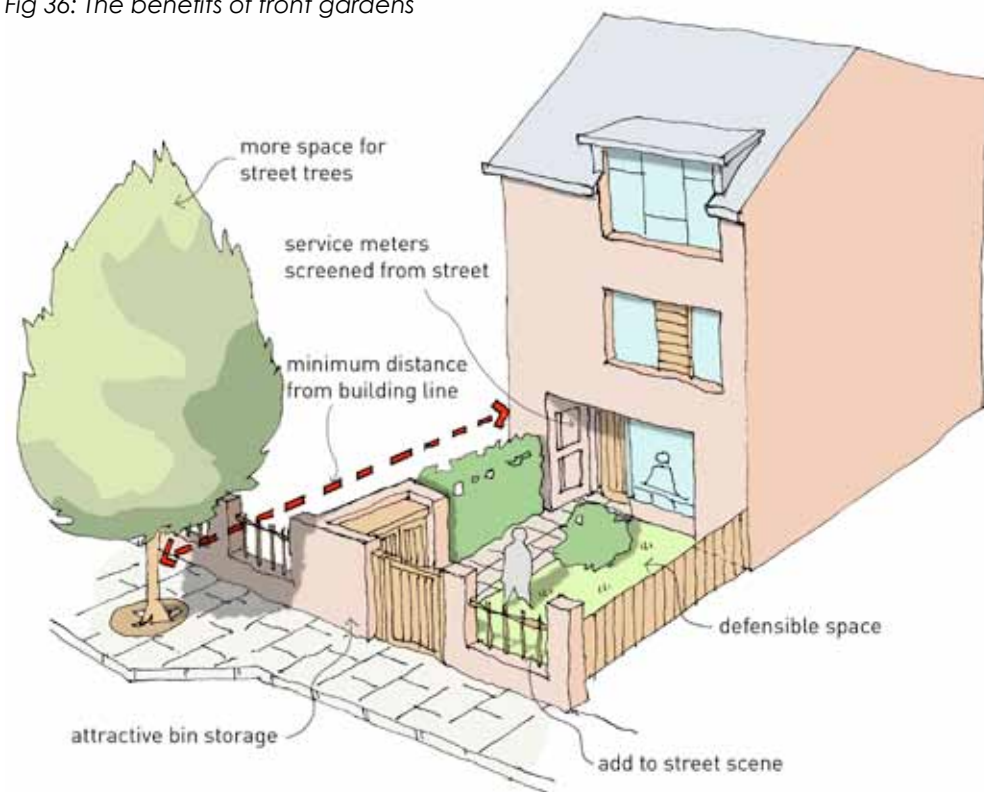
The Council welcomes innovative proposals for the provision of private and communal outdoor space such as roof gardens, balconies, gardens integrated within the fabric of individual houses or flats and high quality landscaped grounds, so long as they do not harm the amenity of neighbouring occupiers.

Residential Front Gardens

Front gardens are an important contributor to the landscape design of the street and to green infrastructure as well as providing opportunities for social interaction.

In some situations, front gardens are not provided (where there is a local tradition of houses fronting directly onto the pavement or in a 'homezone' or mews street) and 'defensible space' (i.e. an area of land with physical characteristics that allows residents to take responsibility

Fig 36: The benefits of front gardens



for their own security) must be provided through other means.

Residential Rear (or Side) Gardens

Proposals should give careful consideration to the size of the proposed rear or side gardens taking into account local context. As a general guideline, a rear garden length of 10.5 m would provide a functional area of private outdoor space. However, for other design reasons (e.g. privacy requirements or overshadowing) gardens may need

to be longer. For example, when back gardens face within 30 degrees of north, they may need to be longer to compensate for excessive shading (see Fig 38).

Fig 37: Defensible space where front garden is not provided

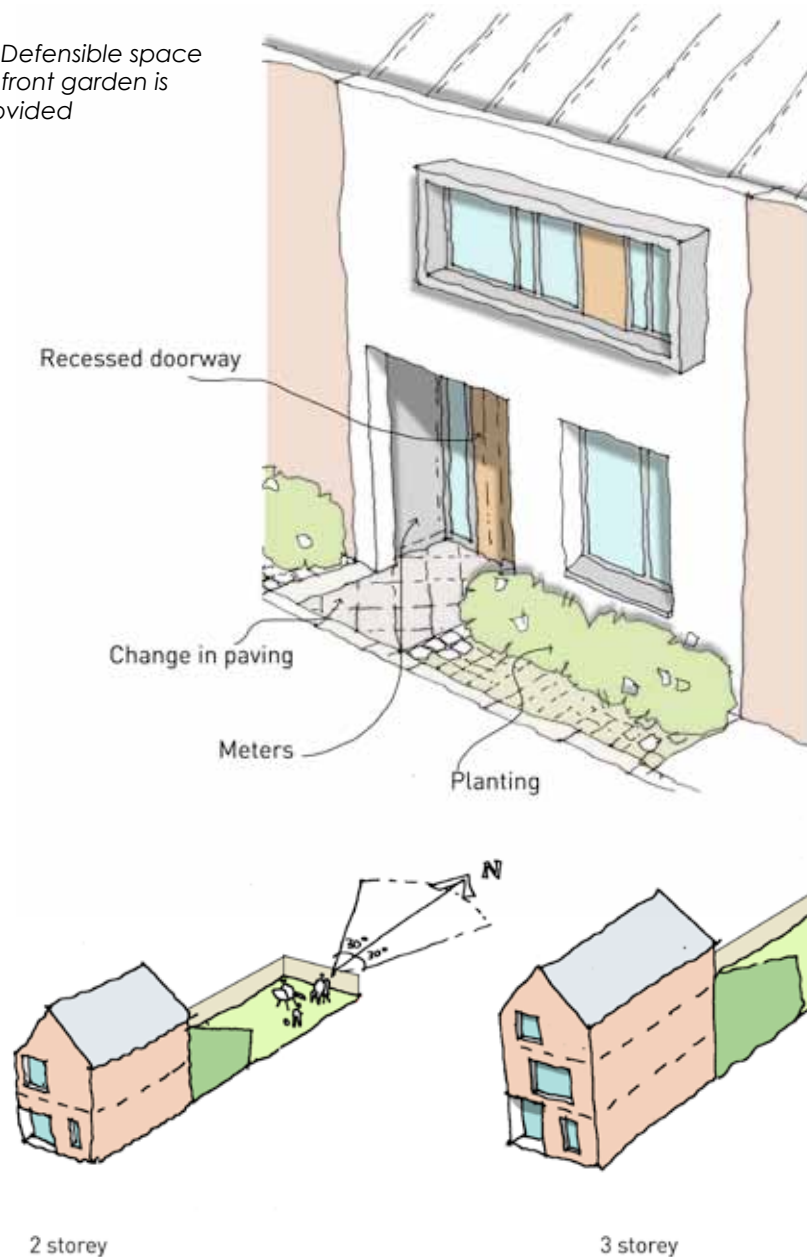


Fig 38: North-facing garden lengths and interior gardens near public open space

Balconies

The provision of balconies on new buildings can make a positive contribution, in providing private outdoor sitting space, where outward views will not adversely impact on the privacy of existing buildings and private outdoor space.

- Balconies should be integrated within the design of the building and therefore be considered early in the design process.



Fig 39: Appropriate balcony dimensions

Communal Open Space

For flats, the provision of individual private gardens may not be possible, so private communal space will be required to provide an appropriate area of semi-private space. This can also provide an attractive setting for the building within the local context.

- The amount of private communal space provided for flats should be determined by the local context; however, as a guideline, the provision of 25 square metres of useable space per unit of accommodation would provide a functional area of private communal space.
- Communal open space should be allocated in proportion to the building, to make this space comfortable and not over-dominated by the mass of a building (see Fig 17)
- Generally, private communal space for flats should be provided with some form of enclosure and privacy, while including a degree of overlooking by residents. In some instances, a robust boundary treatment may be needed.
- The private communal space provided should be suitable for normal domestic activities and not merely act as a grassed setting for the building.
- Developers of ground floor flats are encouraged to provide private outdoor sitting space wherever possible. Where direct access to private communal space is

provided from ground floor flats, some defensible space should be provided which may include planting, to safeguard the privacy of residents from other users of the communal space.

For accommodation for the elderly (including sheltered accommodation), the use and purpose of private communal space may need to be somewhat different from that of ordinary flatted development. As the occupants may be less mobile, the quality of the external space (for example, in terms of its landscape design and usability), assumes an even greater importance. Consequently, on-site private communal space, particularly having regard to providing access for those with impaired mobility is important.

As general guidance, the provision of 20 square metres of private communal space per bedroom for communal accommodation and 25 square metres per unit in self-contained accommodation would provide functional areas of private communal space.



Fig 40: Defensible space should be provided when ground floor flats are adjacent to communal areas



Fig 41: Useable amenity space excludes narrow strips of land and areas subject to excessive shading and noise attenuation bunds

Roof Terraces and Intensive Green Roofs

In the interests of making best use of urban land, maximising opportunities for private residential, and private communal open space, roof terraces will be allowed if there are no overriding design or privacy concerns and they would not harm the amenity of neighbouring residents. Intensive green roofs can serve a similar function to roof terraces.

Extensive Green Roofs

In contrast to intensive green roofs, extensive green roofs are not designed for general access but they should be encouraged where appropriate for the range of environmental benefits they can provide. These benefits will vary according to the detail of their design.



Fig 42: Some important design considerations for roof terraces

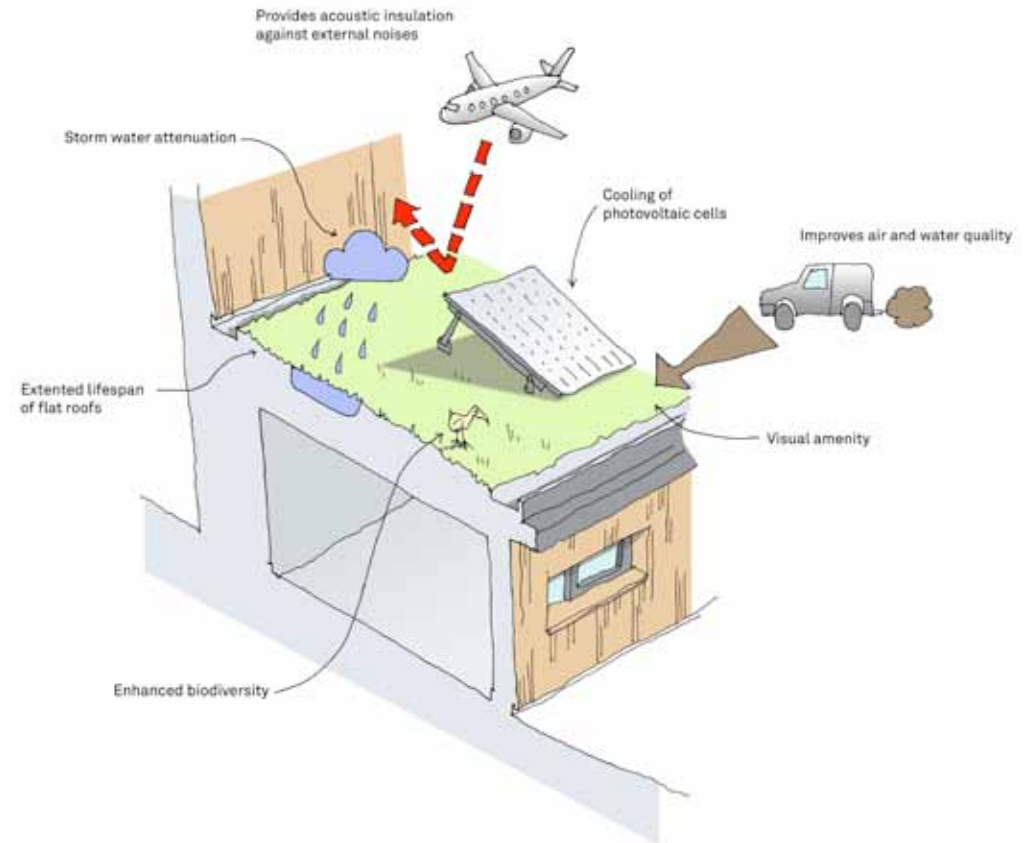


Fig 43: Some important benefits of green roofs

Extensive green roofs are normally lighter and therefore require less support in the roof below than intensive roofs. Extensive roof vegetation, such as wildflower meadow grassland or sedum, require minimal maintenance (typically one meadow cut per year) and may not even need irrigation. For all these reasons, extensive green roofs are

considerably cheaper to install and maintain than intensive green roofs.

Public/Private Distinction

Private space for houses should be located to the rear, where possible, and ideally backing on to similar private garden space with no public access. This arrangement is best for property security and allows for

relatively tranquil and sheltered spaces.

The street elevation should have windows to habitable rooms and doors, allowing for natural surveillance.

Apartment blocks and non-residential buildings also need to clearly identify their fronts and backs. These buildings need to concentrate the main entrance or entrances on the street frontage and sides. The more private or service areas should be hidden from the street or its visual impact (of car and cycle parking or a delivery zone, bin storage) be mitigated by good design.

Boundary Structures

In general, boundary treatments should be appropriate to the local context and well detailed. Where boundaries abut a public or semi-public space, they should consist of a sturdy boundary treatment. A common example is a well detailed brick wall (except where existing mature trees need to be accommodated).

For infill development and existing properties, the boundary treatment should be reflective of the general character of the area. For example, in some locations, timber picket fences and/or hedges may be suitable. Should planting be the

Fig 44: Private area surrounded by public highway



Fig 45: An example of an appropriate boundary structure for rear private gardens



preferred option, then prickly hedge species can be a good choice for crime prevention reasons. This planting should be reinforced with temporary fencing to support it until it becomes established (e.g. with wooden or post and wire).

Boundary structures on a gradient should always step down to accommodate the slope as opposed to running straight with the slope

of the hill (see Fig 46). They should also taper down as they approach the roads and footpaths to provide sufficient visibility for different users.

Reducing Crime through Design

Opportunities should be taken in the design process to reduce the potential for criminal activity and anti-social behaviour. All new residential developments should

Fig 46: An example of appropriate boundary structures



be designed in accordance with the principles of the Police initiative 'Secured by Design' to create defensible space and to ensure natural surveillance.

There are four types of space:

1. Private Space (Defensible): under the control of the occupant and not visually or physically accessible to the public, for example, a rear garden.

2. Semi-Private Space (Defensible):

under the control of the occupant, but visually or physically accessible to the public, for example, the front garden of a house.

3. Semi-Public Space: under the control of, or within the area of responsibility of a specific group of occupants and accessible to the public, for example, a communal parking area.

4. Public Space: where the general public can enter, for example, public open space, roads and footpaths.

Occupants feel that they have more sense of control in private and semi-private spaces. Therefore, these types of spaces show significant benefits in terms of crime reduction.

- Areas with unclear boundaries, ownership and responsibility are more prone to criminal encroachment and potential abuse. Different paving treatments (acting as symbolic barriers) could be utilised to help clarify the distinction between public and private spaces.
- Placing parking areas, footpaths,

open spaces and children's play areas where they can be viewed from adjoining properties, roads, footpaths and cycle routes increases 'natural surveillance' and this can lead to criminals feeling vulnerable.

- Design features on extensions, porches and garages, such as flat roofs, should be avoided where their siting could be advantageous for gaining access to the upper floors of properties.

Passive/Natural Surveillance

Passive or natural surveillance is the informal, close observation of people in public areas (such as the street or open space) or semi public space (such as a shared car park). It is achieved when there is a good level of overlooking by neighbours of that space. It acts as a deterrent to people wishing to commit anti-social behaviour, which reduces both fear of crime and the level of crime itself.

In order for passive surveillance to

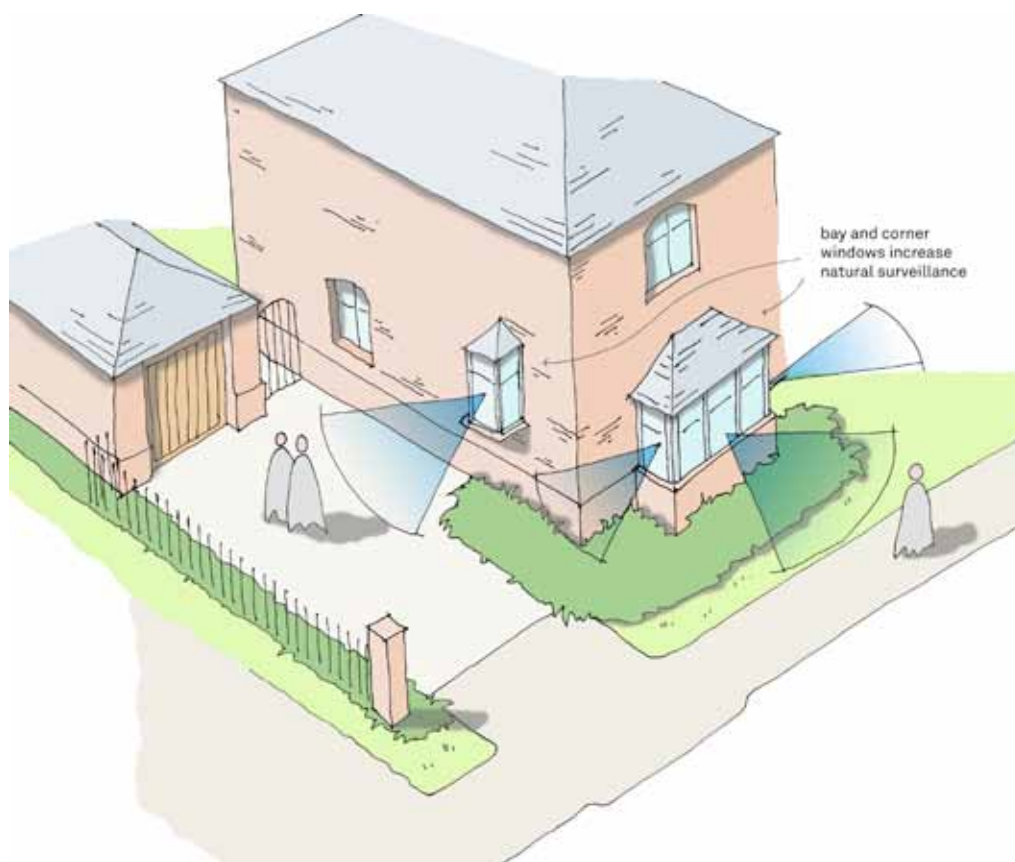


Fig 47: Corner rooms should have windows in walls addressing both sides of the street to allow complete surveillance and avoid problems of blank flank walls



Fig 48: Properties with integral garages benefit from windows to habitable rooms at ground level to maximise the opportunities for surveillance



Fig 49: Routes and public spaces that are primarily used during the day benefit from passive surveillance from non-residential buildings such as offices (Fig 76, pg. 53)

function effectively, it is important that the size, shape and position of the windows of habitable rooms allow an unobstructed view of the space.

Flats and non-residential buildings with well-proportioned balconies and roof terraces looking onto public space can provide better levels of passive surveillance.

Balanced with the need for surveillance, is the desire of residents for privacy in their own homes.

Where this issue is not adequately addressed at ground level, blinds and curtains tend to be closed throughout the day and night, negating any passive surveillance benefit. Footways at a slightly lower level than windows, or setting the property back from the edge of the footway with carefully chosen planting that does not obscure views are two options that could be used.

Residential Privacy - Separation Distances

The design and layout of residential development should ensure that reasonable visual privacy is provided for both the residents within the dwellings and private gardens to the rear. Spacing between dwellings should allow for satisfactory space around the building to be provided to prevent cramped and congested layouts. The following diagram sets out broad guidelines regarding space about dwellings for illustrative purposes.

Where properties face one another, except where overlooking a street or

public space, a distance of at least 21 m between facing habitable room windows (such as living or bedrooms) is advisable. This distance should increase by an additional 7 m for every storey above 2 storeys.

A separation distance of 12.5 m for 2 storey walls and 15 m for 3 storey walls between windowed elevations and opposing gable end walls provides a reasonable outlook.

To achieve a reasonable degree of spatial separation it may be appropriate in areas where this character is predominant, to keep development at a distance of 1 m

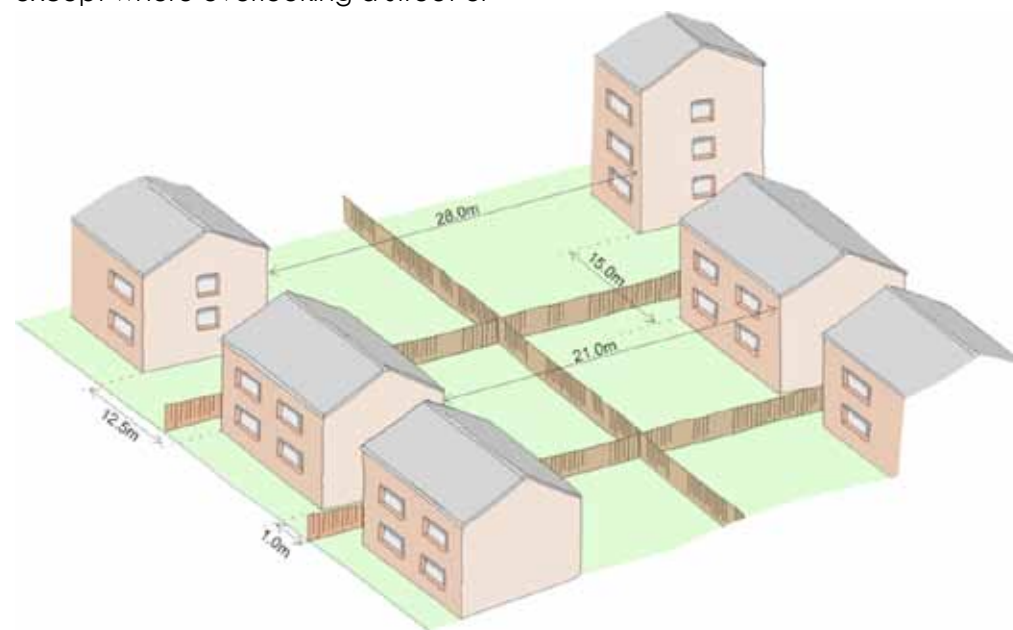


Fig 50: General guidance for residential separation distances

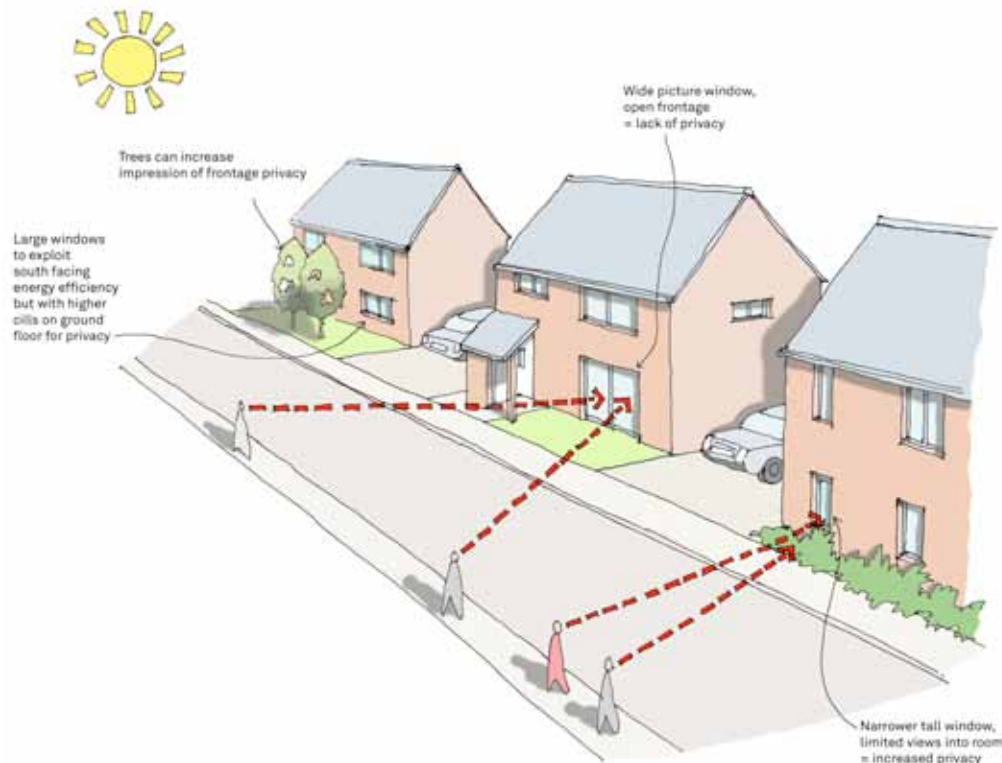


Fig 51: Privacy for street elevations

from the plot side boundary to the building.

The 'public' front of residential properties should achieve a balance between natural surveillance of the street from inside the property and reasonable privacy from passers by.

On the non-public sides, (normally the rear of the building), a high standard of privacy should be sought for the windows of living rooms and outdoor private garden space

(particularly near the house). Some overlooking of gardens from the upper storeys of adjoining dwellings will be unavoidable in most urban and suburban housing layouts. Overlooking can also be a particular problem on sloping sites. Changes in orientation, the arrangement of rooms and the presence of established vegetation may be used to help mitigate rear overlooking problems. Rear privacy can best be assured by arranging garden boundaries back to back, and not

adjoining a public space.

Daylight and Sunlight

Daylighting

- The relative heights and separation of buildings should be adjusted to ensure that the windows of neighbouring properties enjoy reasonable day lighting.
- Where this is likely to be an issue, the applicant should provide drawings to demonstrate that anticipated problems can be overcome.
- It is recommended that new dwellings should meet the daylighting standards set out in BS8206 part II (which also accords with the Code for Sustainable Homes Standard).
- Daylighting in bedrooms may also be considered, but is generally less important, except where this is the main private accommodation, such as in residential homes.
- Detailed proposals should also take account of local circumstances like level changes between properties and orientation.

Guidance and tables are provided in the BRE report Site Layout Planning for Daylight and Sunlight – a Guide to Good Practice published in 2002. This guidance should be used if there is any doubt about the acceptability of proposals with regard to daylighting and sunlight.

Sunlighting

The extensive obstruction of sunlight to an existing property or its garden by the construction of a new building or extension is likely to be of concern for affected occupiers.

- Further information and tables for calculating sunlight availability at different times of the year are available in the BRE guide.

Key Design Principle 9 (Residential Amenity):

New development should be designed to respect the residential amenity of existing and new occupiers and all dwellings should have access to adequate private or semi-private amenity space.

Access, Parking and Services

Streets make up the greater part of the public realm and well designed streets can contribute greatly to the quality of the built environment. Importantly, access arrangements, parking (vehicular and cycle), services (recycling and waste storage), street furniture and surface materials should respect the local context taking into account local distinctiveness, including any historic or natural features.

All development should have full regard to the guidance contained within the Department of Transport 'Manual for Streets' (2007) www.dft.gov.uk/pgr/sustainable/manforstreets/ and Hampshire County Councils Companion Document to Manual for Streets www3.hants.gov.uk/manual_for_streets_companion_document.pdf.

Access into and around the Site

(see also 'integrating with existing movement networks' in Site Accessibility)

In residential developments, where possible, vehicular, pedestrian and cycle access into the site should not be from a single point, but should allow for the possibility of entering and exiting the site from several

different locations. This is to prevent the inefficiencies experienced with typical cul-de-sac developments, to minimise distances travelled and to encourage walking and cycling.

The design of the access will depend very much on the nature and size of the development and the size and traffic speed of the route that it links into.

At the main access to a site:

- There is the opportunity for an architectural statement/landmark/public art installation/landscaping depending on context.
- Attractive views should be maximised and unattractive elements minimised.
- Care should be taken to minimise vehicular noise/disruption to bedrooms/living rooms of adjacent properties.

Access around the site should follow a logical hierarchy of routes (see hierarchy of routes on p.23). It should be easy to find your way around the site (see legibility on p.23) and should be attractive (see Appendix B: Quality of Routes).

The layout design should be convenient, safe and functional for all forms of traffic expected to use the site and provide for convenient and safe access to public transportation. Access routes around the site should be safe, well lit at night and attractive.

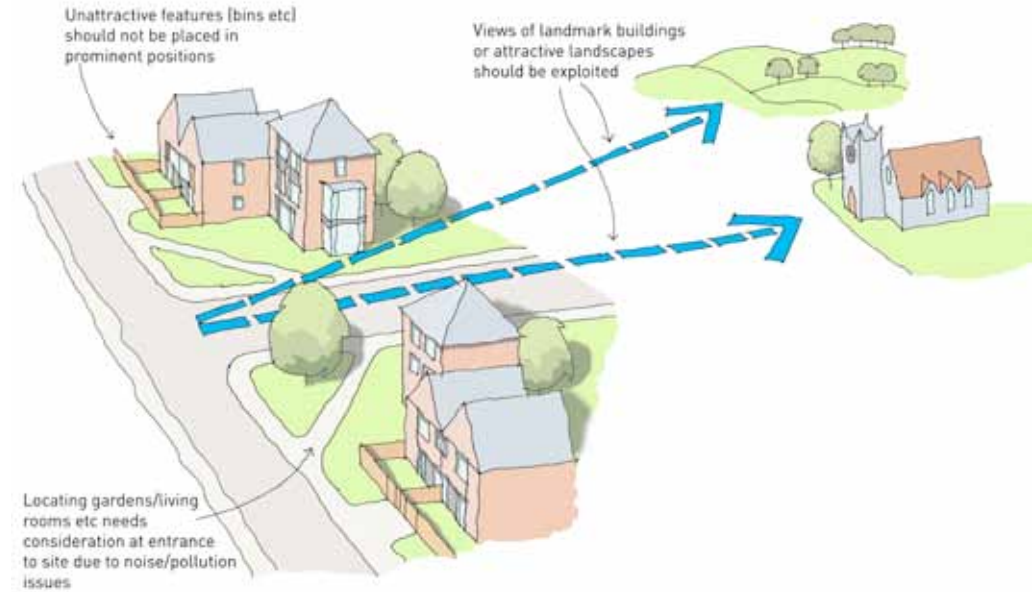


Fig 52: A main access into a residential site

The ease of access for people with pushchairs, wheelchairs and disabilities should also be considered. More details on this topic are contained within the Department of Transport 'Inclusive Mobility' (2005) <http://assets.dft.gov.uk/publications/access-inclusive-mobility/inclusive-mobility.pdf>.

The layout should allow for safe and appropriate construction vehicle access during the construction period minimising the impact on existing neighbouring properties and early occupants of the site, particularly in residential developments.

Key Design Principle 10 (Access around the site):

Access (such as roads, footpaths, cycle routes) within the site should be safe and convenient to use, both should not be dominated by roads.

Plot Access

Care should be taken to ensure that access to individual plots and buildings can be used by all residents, employees and visitors. Both primary and secondary means of access should be able to be used by people of all physical abilities.

Inclusive access to a plot should reflect:

- The location of the building on the plot; and
- The gradient of the plot;
- The relationship of adjoining buildings.

Public buildings will need to meet the statutory requirements for plot access set out in the Disability Discrimination Act 1995 (as amended 2005).

Many of the issues relating to inclusive access to buildings and associated car parking are covered in Lifetime Homes (see Internal Spaces section).

Services and Emergency Access

- Layout and road widths should accommodate the servicing needs of the development (e.g. the parking and turning needs for HGV's to make deliveries, or to collect refuse) having regard to any on-street parking.
- Through-routes and crescents are preferred to cul-de-sacs.
- Reversing distances should be

minimised.

- Current Building Regulations for emergency access will need to be met.
- While refuse lorries and fire engines will require a minimum outer turning radius of 10 m, footways and buildings at junctions particularly on minor side roads, do not need to follow the same wide swept path, as this will create a vehicle-oriented layout (see fig 54 & 55). However, it is important to ensure adequate forward visibility is maintained and sufficient manoeuvring space is maintained.

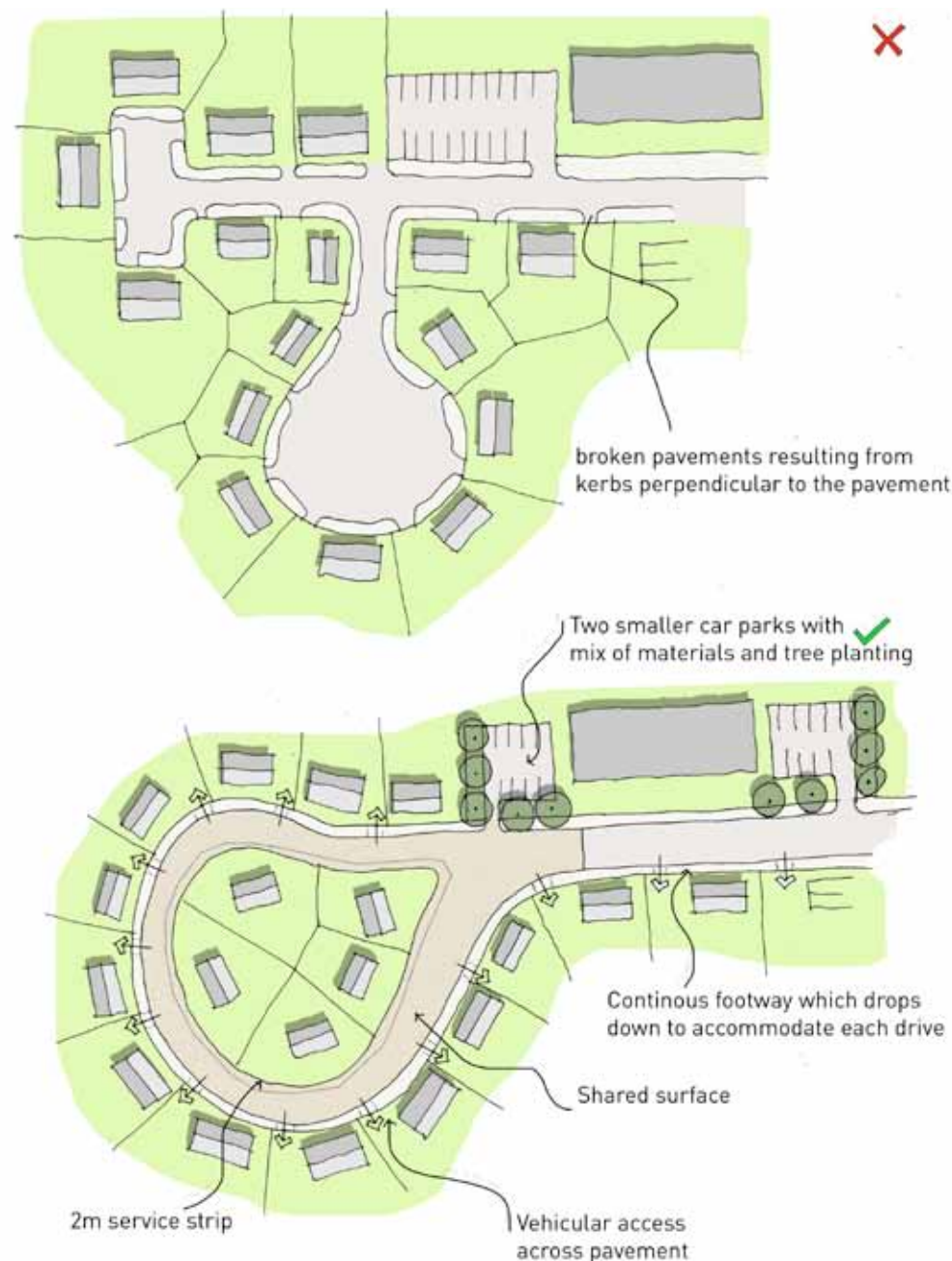


Fig 53: Cul-de-sacs, hammerheads, excessive areas of tarmac, turning circles, excessive sight lines and broken pavements should all be minimised

Surface Materials and Traffic Safety

Surface materials (road and pavement) are not only functional (providing an appropriate surface for vehicles, cycles and pedestrians) but also contribute to traffic safety and the overall appearance of an area. Opportunities should be taken to reinforce local distinctiveness and improve the appearance of the public realm. For example, where there is evidence of historic surfaces such as York or Portland stone pavings, these could be reintroduced in a re-development (subject to the agreement of the Highway Authority).

In the case of traffic safety requirements such as railings, bollards, lighting columns or visibility splays, the design of these should as far as possible reflect local character. Safety is of paramount importance, but where it is difficult to meet standards due to innovative designs or unique local circumstances, negotiations should take place at an early stage to identify acceptable alternatives.

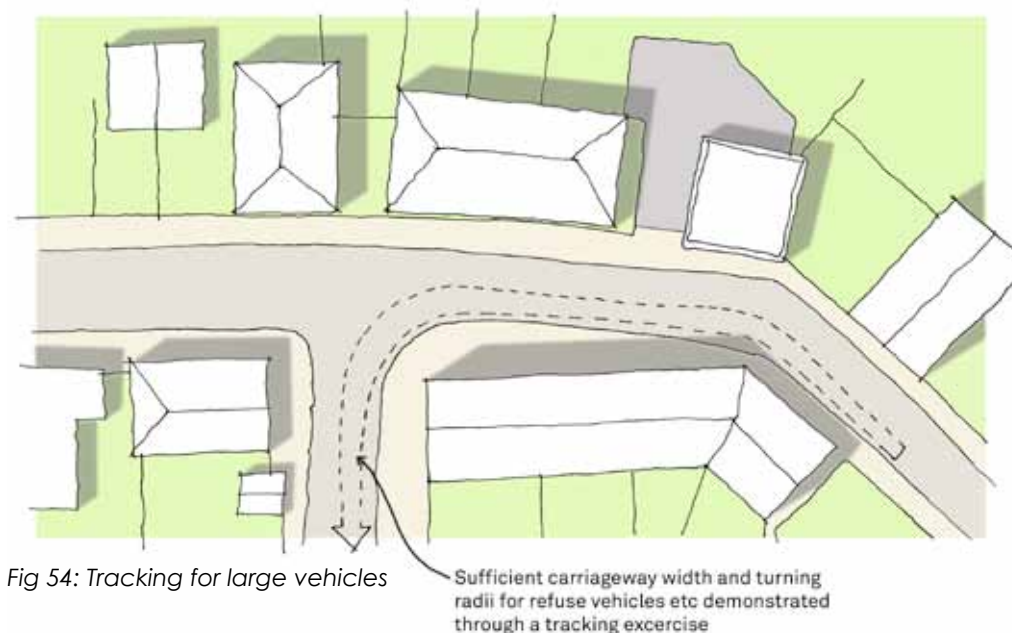


Fig 54: Tracking for large vehicles

Sufficient carriageway width and turning radii for refuse vehicles etc demonstrated through a tracking exercise

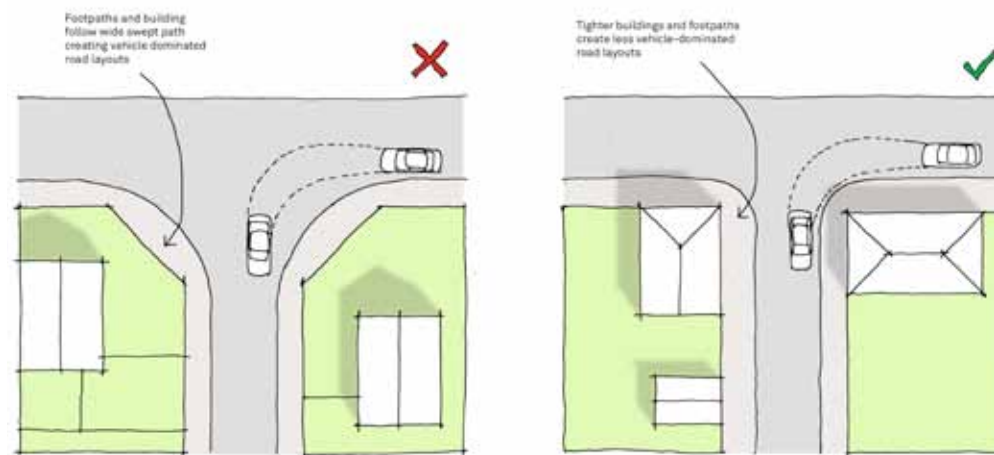


Fig 55: Vehicle-dominated junction layouts should be avoided

Parking

The level of provision of parking (of all types of vehicles) and its location has an influence on the form and quality of a development. Particularly, the way that vehicles are parked can affect a range of factors including:

- the visual quality;
- activity;
- size of space between buildings;
- interaction between residents;
- the safety of a street; and
- the choices people make about how they travel.

Ultimately, parked vehicles should not dominate the public realm and should not inconvenience pedestrians, cyclists or other parked vehicles.

The provision, location and type of parking should be considered at the earliest stage and be integrated into the overall design of a development. When considering the location and type of parking it is critical that the local context is taken into consideration and that the local character informs the design process.

There was historically far less traffic in Gosport. Consequently now due the presence of a large number of terrace properties on street parking tends to predominate. New development should not exacerbate this issue.

There are several different methods of accommodating cars within a new development all of which have positive and negative aspects. They broadly fall into the categories of on-street parking, allocated and unallocated parking.

Generally, all car parking should be within 20 m of the plot it serves without significant steps in level or severe gradients.

Unallocated car parking spaces should not be conveyed to individual properties.

Ideally, new development should not result in additional on street parking; therefore off-street parking will normally be required.

Further details on parking standards are contained within the draft Parking Supplementary Planning Document.

On Street Parking

Generally new development should make provision for off-street parking, however, it is recognised that a small proportion of the parking requirement can be provided on-street.

Unallocated car parking spaces on the street enable every space to be used by anyone to its greatest efficiency. It provides convenient access to frontages, can contribute to an active street and traffic calming, and keeps most vehicular

activity on the public side of buildings.

- Perpendicular and angled parking bays can accommodate more cars than parallel parking but increase the width of the road and are potentially more dangerous due to limited visibility. They can have a negative impact on the ground floor windows of habitable rooms, with lights shining at night.
- Continuous areas of communal street parking are also visually intrusive and need to be broken up or their quantity in one place restricted.
- The proportion of on-street parking appropriate for a particular scheme will be considered on its own merits, within the local context with regard to the parking standards set in the Parking SPD and the environmental impact of the proposals
- Street layouts must be designed to discourage on-pavement parking near the fronts of houses or elsewhere.
- The design and layouts should make it clear where parking is and is not appropriate.

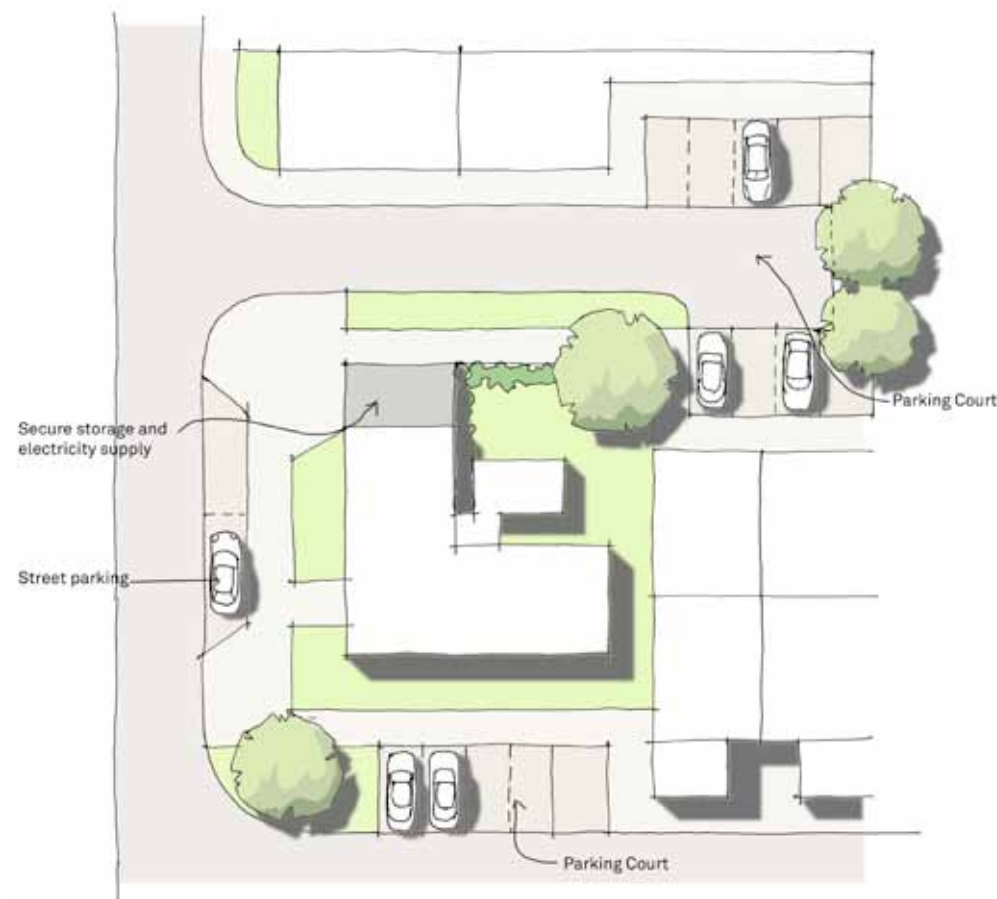


Fig 56: On larger schemes a mix of car parking methods is usually considered the best approach

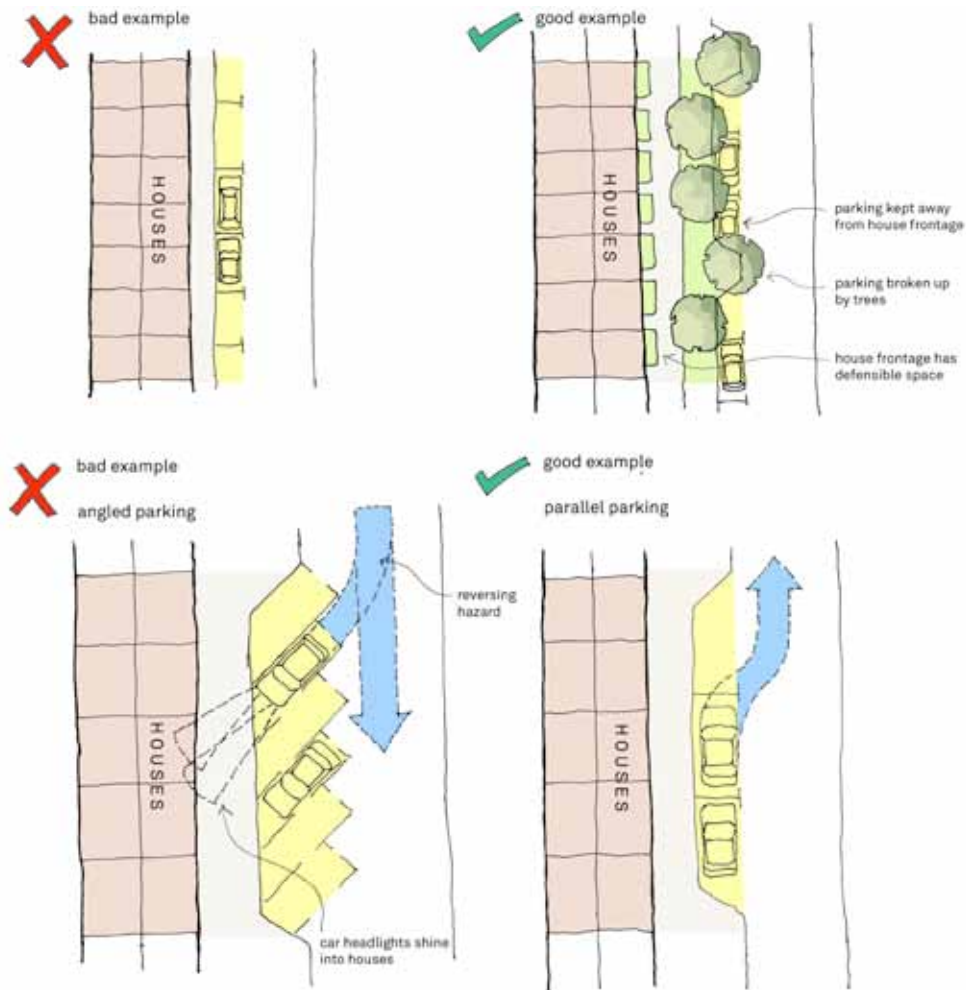


Fig 57: On street car parking

Parking Squares

Parking perpendicular to the street can be arranged in parking squares.

- They should be designed with

robust material and as attractive public spaces, which are capable of accommodating parked cars.

- Appropriate street trees, surfaces other than tarmac and



Fig 58: Parking squares

appropriate street furniture may help to achieve this aim.

- Small squares can add interest and provide parking in a traffic calmed environment.

Homezones and Shared Space

Homezones and shared space can provide a pedestrian and vehicle environment with built-in traffic calming and parking. A successful scheme would usually require environmental enhancements, space defined by built frontages and the use of high quality surface materials.

Off-Street Parking

Most modern residential developments provide off street parking spaces, usually in front of the house. This provides the car owner with greater security and ease of access but it is a less efficient use of space than unallocated parking and prevents parking in the street across the access to the property. When off-street parking is located in front of houses it breaks up the frontage and restricts passive surveillance. Some off street parking is best placed to the side or rear to avoid a repetitious layout.

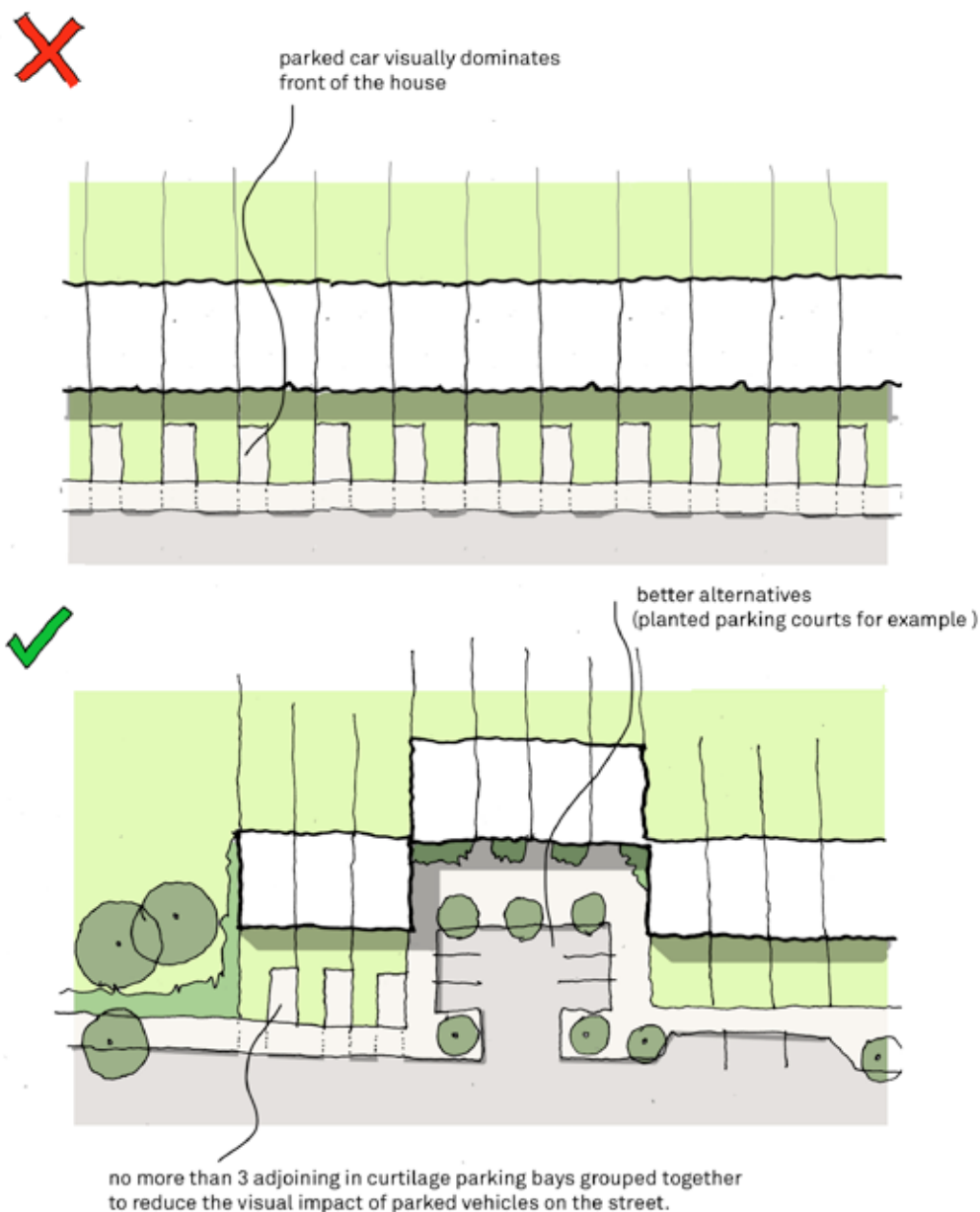


Fig 59: Off street car parking

- Particularly when plot widths are narrow (below 5.5 m) the parked car may visually dominate the front of the house. This effect will be magnified if this method is repeated at regular intervals in a street.
 - As a rule, uniform on-site parking in front of the property should be avoided if better alternatives are available and generally, no more than three adjoining narrow-fronted properties utilising this approach should be grouped together to reduce the visual impact.
 - Appropriate soft landscaping and boundary treatments should also be employed to provide variety.
 - Private car spaces and drives visible from the street should be surfaced in small unit permeable pavers, or other materials which will allow sustainable drainage and contrast with standard tarmac, raising the environmental quality of the area.
 - Where in-curtilage parking for individual houses is proposed, designers will be encouraged to provide a proportion of parking to the side of the house behind the building line.
- context. Generally, garages should not be built in the front of sites, however, there will be exceptional circumstances.
- Integral garages are best accommodated in wide fronted buildings (incorporating ground floor front windows) at least 7m width and at least 2 storeys in height to limit car dominance and encourage informal surveillance of the street.
 - There are examples of historic integral garages, such as coach houses, in the Borough and there may be circumstances where integral garages are acceptable without ground floor habitable rooms (see fig 62)
- Additional considerations include;
- There should be room to park a vehicle in front of a garage without overhanging the pavement;
 - There should be room to move around a vehicle for access and maintenance;
 - There should be room to open a garage door; and
 - Any extension or boundary treatment should allow a driver emerging from a garage or driveway to see and enter onto the street without causing an obstruction or risk to other road users, including pedestrians.

Garages, Driveways and Electric Vehicles

The provision of parking in garages provides the most secure form of private car accommodation. There are several design considerations:

- The position of external garages should take account of local

For more details on dimensions for parking places and garages see the Parking SPD.



Fig 60: In-curtilage garage

For specialist accommodation for older people and for people with disabilities, secure storage space is required under cover with an electricity supply for the purpose of charging powered wheelchairs or mobility scooters.

Cycle Parking and Storage

Cycle parking and storage should be treated as part of the overall design and architectural detailing of a development. Often, when

addressed at a later stage, it does not integrate well with the buildings or landscape and neglects to take into account or contribute to local character. Secure and convenient cycle storage should be available for visitors (non-residential and residential developments) and residents (residential developments). In residential developments, access to cycle storage should be as least as convenient as access to car parking.



Fig 61: Good example of in-curtilage garages

Further guidance on cycle parking provision and storage can be found in the Parking Supplementary Planning Document.

Key Design Principle 11 (Parking): Surface car parking and cycle parking should be safe, convenient to use and have natural surveillance. Car parking should not visually dominate the public realm. Other vehicle parking should be safe, secure and separated from the public realm.



Fig 62: Example of historic integral garages



Fig 63: Rear court car parking

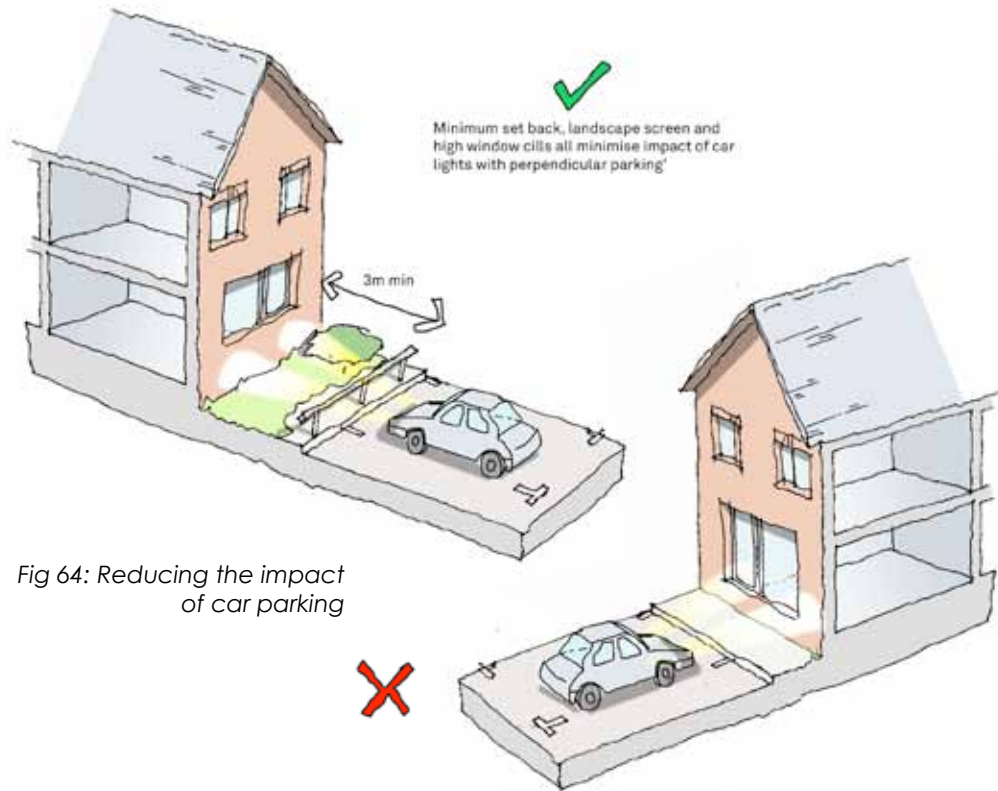


Fig 64: Reducing the impact of car parking

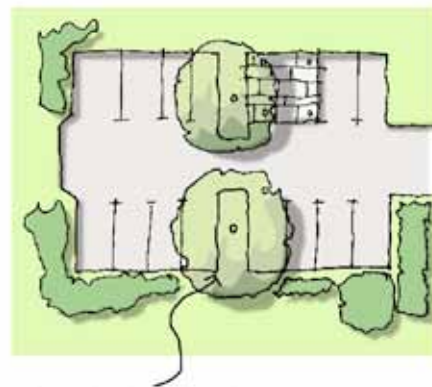


Fig 65: Car parks should be broken up with strategic tree planting



Fig 66: Cycle parking and storage for flats or offices

Refuse and Recycling

General

The Council currently operates an alternate weekly collection of waste and recycling. Non-recyclable waste is collected as a waste stream one week, with recyclable material collected as a single stream the following week. Collections are made from either the collection points or curtilage of a property, whichever is nearest to the carriageway.

Waste/Recycling Storage Capacity

The Council supplies to individual households 2 x 240 bins as standard, where a household contains 6 or more residents additional bin capacity may be provided. Where a new build of 5 dwellings or more is proposed it is preferable that communal bin areas are provided. Capacity provided for communal bin stores is based on the number of dwellings x 240 litres for non-recyclable and again for recyclable waste.

External storage for single dwellings

External waste storage areas should be provided, integrated with the fabric of the dwelling or an associated garage, or otherwise screened or sited out of public view but readily accessible to the occupiers. The layout should enable the bins to be moved easily to the point where they can be collected e.g. roadside or communal collection point.

External storage for communal properties

The design of new facilities should ensure such that sufficient space is provided for the safe storage of waste and recyclables. For large developments several bin stores/ areas may be appropriate. In each store/area there must be sufficient room for access to each individual bin, to be opened from the front and space to lift waste/recycling and place in bin. Collectors must be able to safely pull the bin from the bin store requiring a flush threshold and dropped kerbs to the carriageway.

Proposals should seek to design out opportunities for Anti-Social Behaviour and fly tipping. The siting and design of communal bin stores should have regard to the impact of noise and smell on the occupiers of neighbouring properties. Rubbing strips on doors and walls can reduce noise and prevent damage. Bin stores must be

sufficiently enclosed, including the roof space, to prevent unauthorised use. Bin store doors and alley widths should be at least 2m wide to allow for safe manoeuvring and transfer of the collection containers to the vehicle. Appropriate lighting should be provided with consideration given to timer switches or sensors. Consideration should be given to proximity of water supply to enable regular cleaning.

Appropriate signage should be displayed clearly identifying bin storage areas. A sign identifying and providing contact details for the appropriate management company/ landlord must be positioned in each bin storage area.

Collection of wheeled bins

Householders or collection crews will not be expected to move wheeled bins a greater distance than 30m or to move wheeled bins over surfaces that hinder their smooth passage for example, steps, rumble strips or gravel. It should be noted that the Council's refuse freighters will only travel along roads that have been constructed to HCC adoptable standards. There must be a clear passage from bin storage area to collection point/vehicle with no obstruction such as parking bays, bollards, railings, or other street furniture.



Fig 67 Example of good storage for single dwelling

Road design to accommodate refuse freighters

Where possible road layouts should permit refuse collection without the need for the freighter to reverse or use turning heads. If reversing is unavoidable, and can be safely undertaken, then the distance should not exceed 12m. In cul de sacs longer than 12m turning spaces must be provided to accommodate the largest freighters in use. Dimensions of current vehicles* should be obtained from the Council and a swept-path assessment undertaken to determine an appropriate layout for the particular circumstances having regard to the potential for obstruction by parked vehicles. If the site layout does not permit a freighter to collect refuse safely or conveniently within the maximum carry distance an alternative waste collection point should be provided



Fig 68 Example of poor storage for single dwelling (no screening)

at a suitable roadside location, within a lay-by or, if needs be, within the curtilage of the site. Access roads should have a minimum width of 5m. The construction of private access ways (including covers, gratings and buried services) must be suitable for axle loads up to 11 tonnes and a maximum gross vehicle weight of 26 tonnes.

*(For guidance only - the largest vehicles in 2013 were approximately 9.5m long and 2.4m wide with a turning circle of 18m)

Commercial sites

Developers should ensure that there is enough storage space to accommodate the waste anticipated by their business in an accessible yet discreet location.



Fig 69 Example of good storage for communal properties



Fig 70 Example of poor storage for communal properties (Car obstructing access, ramp too steep)

For further information on refuse and recycling, potential developers are advised to contact the Council's Streetscene unit.

Key Design Principle 12 (Waste, Recycling and Cycle Storage):

Waste and recycling and cycle storage should be safe, accessible and convenient for the intended users and properly integrated into the built design. Cycle storage should also be secure.

Architectural & Design Detail

Architectural and design detailing can make the difference between a scheme being good or excellent. The attention to detail and the quality of workmanship and finish affects people's perception of a place, and the durability/longevity of a building. The Council encourages developers to pay close attention to these issues and strive for the highest possible quality. In addition to the information requirements set out in the Design & Access boxes below, photomontages or artistic impressions from pedestrian level will often be needed to assess the overall design of a building and development.

Proportions

The proportions of a building consist of the position and relative size of the different elements of the building when viewed from outside. Often, when elements of a building appear out of sync with one another, then proportions are not right.

However, a building does not exist in isolation and so the proportions of the structure should also consider those of site and setting (site context). This may include the natural setting, e.g. topography, mature trees. It may also include the surrounding built environment and the relationship to buildings on and off site.

This subject is complex and one that architects are trained to deal with. It is one of many considerations that are best dealt with by a professional.

Rooflines

Although rooflines are not always visible as a whole, they form an important element of the street and can have a significantly harmful effect if not carefully designed and constructed. Where there are changes in level on and around site, the way in which roofs are seen can change. The way in which roofs will be viewed should form part of the design considerations. Roof design and detailing is particularly relevant for prominent buildings, such as corner buildings, Listed Buildings and structures within a Conservation Area.

- Rooflines should complement surrounding development but not necessarily replicate them.
- Symmetry should be achieved for semi-detached pairs and each end of a terrace.
- Tiles should be of a material, style, proportion and size suitable for the building.
- The detailing on roofs is important for longevity and maintenance – valley gutters, eaves, fascia, and weatherboarding – all should be of a high standard and properly finished.
- Where an area of flat roof is required to lower the height of a pitched roof, a ridge tile or similar

should be used along the joint of the flat roof with the slope to give the impression of a ridge line.

- If flat roof dormer windows are included in the design, they should complement the building in terms of proportion, size, position and detailing. They should respect the configuration of the original roof.
- An abundance of aerials and satellite dishes can make roofs look cluttered. In flattened developments, it may be possible for shared satellite dishes to be erected to reduce the need for additional dishes.
- The use of green roofs or roof terraces can have numerous benefits (see Roof Terraces and Intensive Green Roofs and Extensive Green Roofs in the external spaces section). These will require specific design and construction techniques.

The roofs of low structures such as sheds, garages, and bin and cycle stores can have a more immediate impact at street level. The same design principles apply to these structures as to primary roofs.

Roof Extensions to Existing Buildings (Including Dormers)

Changes to the shape of a roof need to be carefully considered. In the case of semi-detached properties or streets with very uniform roof design, significant alterations to the roof are generally inappropriate and

would harm the character of the streetscene.

Dormer windows can be difficult to incorporate into a roof without harming the appearance of the dwelling and the street, and they are not always appropriate.

A dormer window should not dominate the roof, but should complement the existing features of the house in terms of proportion, size, position and detailing.

Where extra headroom is not required, roof lights offer a simple and economic method of lighting the roof space. As far as possible, they should sit flush with the roofline and should be spaced to balance the overall design of the building.

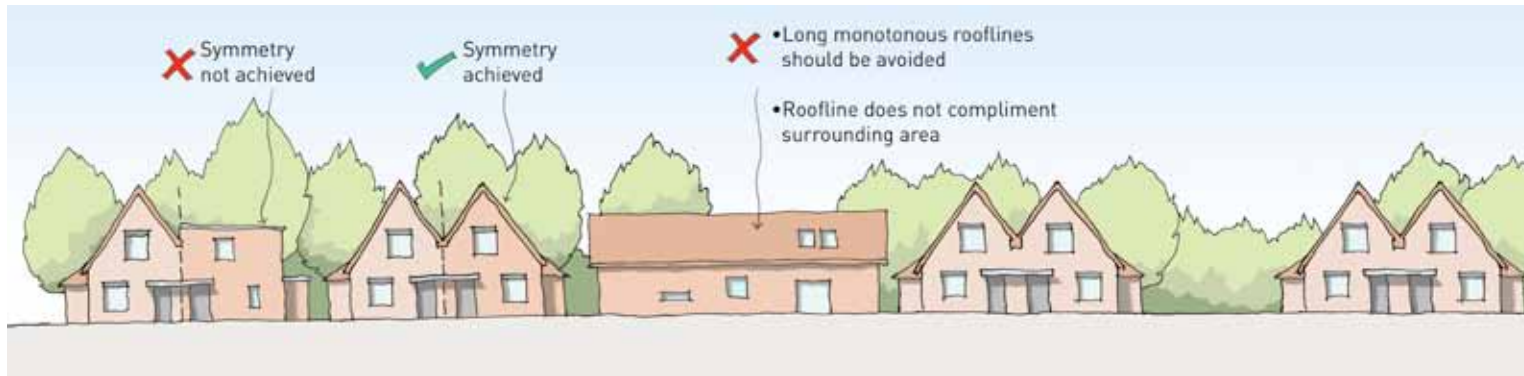


Fig 71: Rooflines in a street

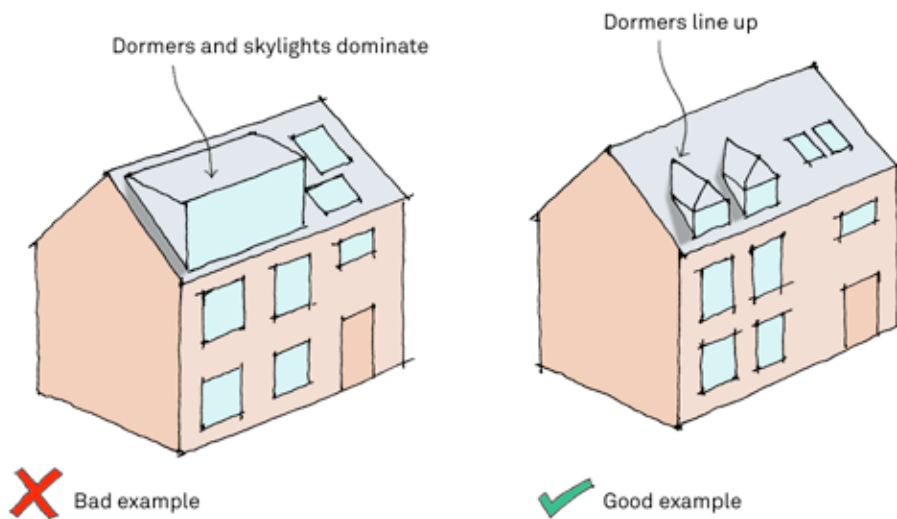


Fig 72: Appropriate scale of dormers and roof lights

Materials

The materials (type, texture and colours) chosen for a scheme should take account of the context of the site and should respect and complement the character of a local area.

- If a range of materials are to be used they should complement each other.
- Hard landscape materials should complement building materials.
- In large developments, different materials can be used to create distinctive street identities that aid legibility.
- Materials should be robust and sustainable (for guidance on the relative sustainability of building materials refer to the BRE Green Building Guide: www.bre.co.uk/greenguide).
- The Council supports the principle of the re-use and recycling of construction materials and the use of locally-sourced materials for reasons of good sustainability. The use of Forest Stewardship Council (FSC) or similarly certified sustainably sourced timber is also encouraged.
- In Conservation Areas and on Listed Buildings and other historic buildings, the type and colour of mortar, the brick bond, method of pointing and colour of bricks can have a significant impact on the visual appearance of a development and should be given careful consideration.

- The quality, colour and durability of render must be carefully considered when used in new developments.
- Where brickwork is evidently the historic external material on traditional buildings, the application of render is likely to harm both the character of the building and its setting.
- The re-introduction of historic materials known to have been used in the Borough will be encouraged in new design (e.g. weatherboarding and 'Fareham Red' bricks).

*Listed Buildings are governed by specific Legislation and discussion with the Planning Service at an early stage is advisable.

Existing Buildings

When considering extensions to existing buildings, the materials used in an extension should match or complement the existing dwelling. Changes in appearance as a result of weathering should be taken into account when selecting bricks and tiles. It may be worth considering re-using brick and tiles from the rear of the property for the front of extensions.

Windows

Not only do windows allow natural light to enter a building, provide ventilation, and offer opportunities for natural surveillance, windows often form the most prominent and defining elements in the elevations of a building.

If a property has been designed to take account of the surrounding buildings, the windows should also reflect this, in form and material. Attention should be paid to the cills and reveals as they can contribute to good design. The use of plastic windows in a Conservation Area should be avoided, particularly on the public elevations. Plastic

windows will not be accepted for Listed Buildings.

In order to improve security the design of windows should be guided by 'Secure by Design'.

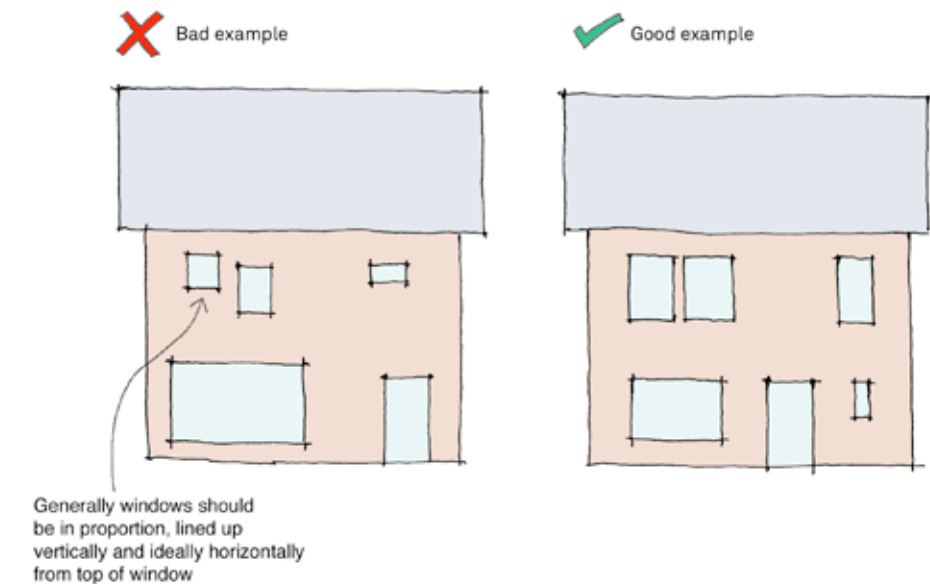


Fig 73: An example of an appropriate window layout and proportions

Architectural Features

Existing buildings or local areas may have distinctive architectural features (e.g. finials, decorative gables, stringcourses, cornices, ironwork etc.), which contribute to their special character. These should be retained on existing buildings and be incorporated into the design of new buildings to complement existing development. Where a building is being converted, existing external decorative features such as door architraves, decorative lintels, cill and eaves details, should be incorporated into the new design.

Service Details

The siting of equipment for services (such as utility meter boxes and rainwater goods) are necessary but when considered as an afterthought can be poorly positioned, decreasing the quality of a design. If they cannot be hidden or are to serve as a design feature (e.g. rainwater goods), they should be of a high quality material and finish.

Front, Side and Rear Extensions to Existing Buildings

The design and appearance of the fronts of houses, and the distance between the buildings and the street are important aspects in defining the character of residential areas. Generally and where the design and context allows, only modest front extensions will be acceptable (e.g.



Fig 74: Residential services

garage and porch extensions). Single or two storey side or rear extensions should be in scale and proportion with the whole of a building. Setting a side extension back from the front wall of a building will often ensure that it is visually subservient to the original building.

Extensions up to the side boundary could restrict access into a rear garden. This may be inconvenient and impractical and may cause maintenance issues. It could also

harm the amenity of neighbours and harm the appearance of the streetscene.

Semi-detached houses are normally designed as a matching pair. To preserve the balance of the buildings, any side extension should normally be set back from the front of a building. The depth of any set back and width of the extension will vary according to the design of the existing house and the merits of each proposal

Extensions to the rear of a property are the least likely to have a major impact on the house, the neighbours and the surroundings. When extending a semi-detached or terraced property it is important to follow any established pattern of extension. For example, in terraced houses the rear outshot is a very traditional form which, when paired with a similar extension on a neighbouring house can appear to be part of the original design. This type of extension can also help to increase privacy to the rear garden.

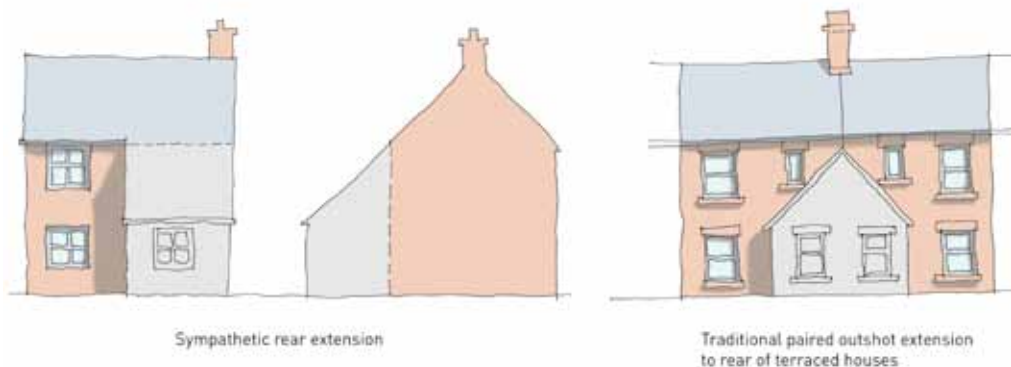


Fig 75: Sympathetic rear elevation

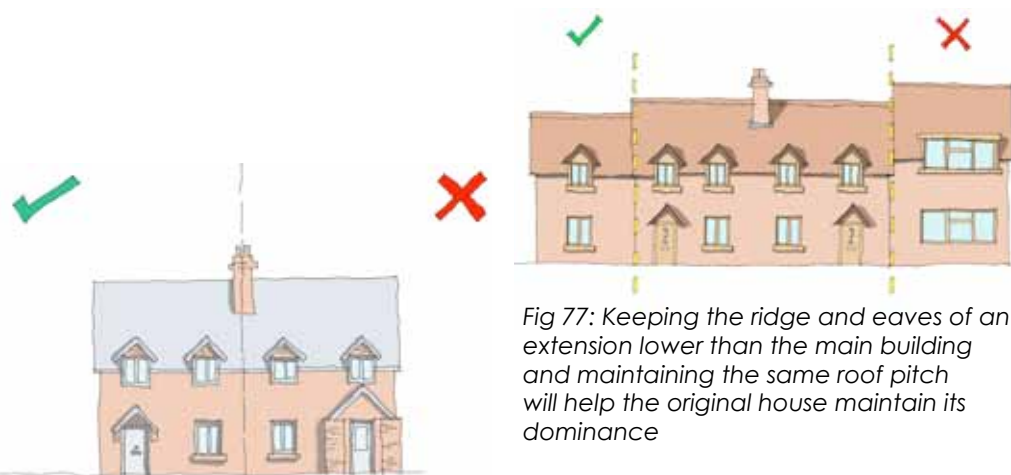


Fig 77: Keeping the ridge and eaves of an extension lower than the main building and maintaining the same roof pitch will help the original house maintain its dominance

Fig 76: Porches and canopies should reflect the character of the original house

Ancillary Buildings

Ancillary buildings may include bin and cycle stores, general storage and garages. For new development, these have been covered elsewhere. For existing properties, as with any other extension, garages should sympathetically relate to the main dwelling, whether they are attached or free-standing. Pitched or lean-to roofs are generally preferable to flat roofs as they are more likely to relate well to the widespread use of such details on existing buildings. Generally, garages should be in line with, or behind the front of the house.

Key Design Principle 13 (Design of Buildings and Materials):

The scale, form and design of elevations and external materials should respond positively to the defining characteristics of an area. Where this is absent, design and materials should help to create a new positive and distinct character.

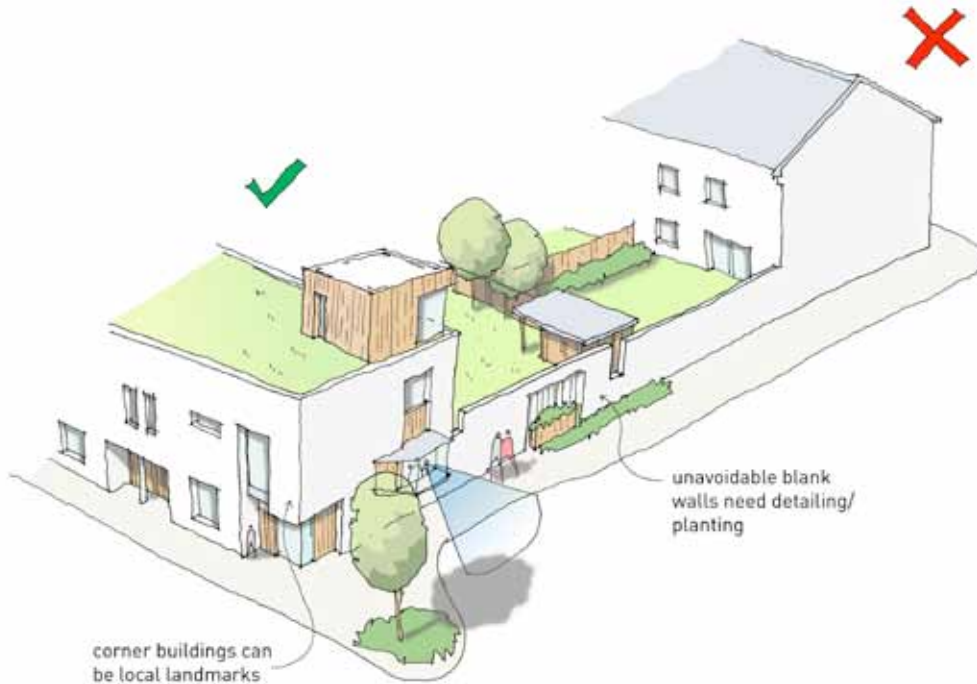
Corner Buildings and Blank Walls

Due to their visual prominence, corner buildings often require particular care when considering the design of each elevation. All street elevations should contain windows from habitable rooms for passive surveillance.

Plot layout should also consider the relationship with all adjacent streets in terms of the siting of the building, entrances and exits to the site, location of bin/cycle stores, landscaping, etc.

Blank walls in the public realm should be avoided as they are visually unappealing, with their large, bland elevations. They can cause problems with the lack of passive surveillance, and can become the focus of anti-social behaviour. Walls facing onto a public or semi public area (such as a car parking area) should have windows from active rooms (not bathrooms, halls, stairwells or storerooms) if practical or appropriate.

In exceptional circumstances, where blank walls cannot be avoided in the public realm, their impact should be mitigated. This could be through the use of planting, e.g. non-destructive climbers or green walls, or through detailing such as weatherboarding, tile hanging or brick detailing.



Key Design Principle 14 (Continuity and Enclosure of Space):

Buildings should be designed to enclose space and have active frontages onto the public realm with particular attention being paid to entrances and corners.

Fig 78: Blank flank ends to development should be avoided in the public realm

Doors and Entrances

The entrance to a building, together with the boundary to the plot, is a transitional zone from public to private space. It is therefore important that this be well designed as it affects people's sense of security and ownership as well as being the visual focus for the building.

- The primary access to a building is best achieved from the street.
- Front doors should be easy to find and be visible from the public realm. The design of non-residential entrances needs to signify to visitors that this is the main access to the building.
- Front doors and entrances should be designed with level thresholds to assist accessibility.
- Doors should be robust, good quality and properly fitted and finished and they have regard to security features in 'Secure by Design'.
- A slight recess for garage doors is advisable.
- Doors and access gates should preferably be solid hardwood or well seasoned softwood (from sustainable sources).

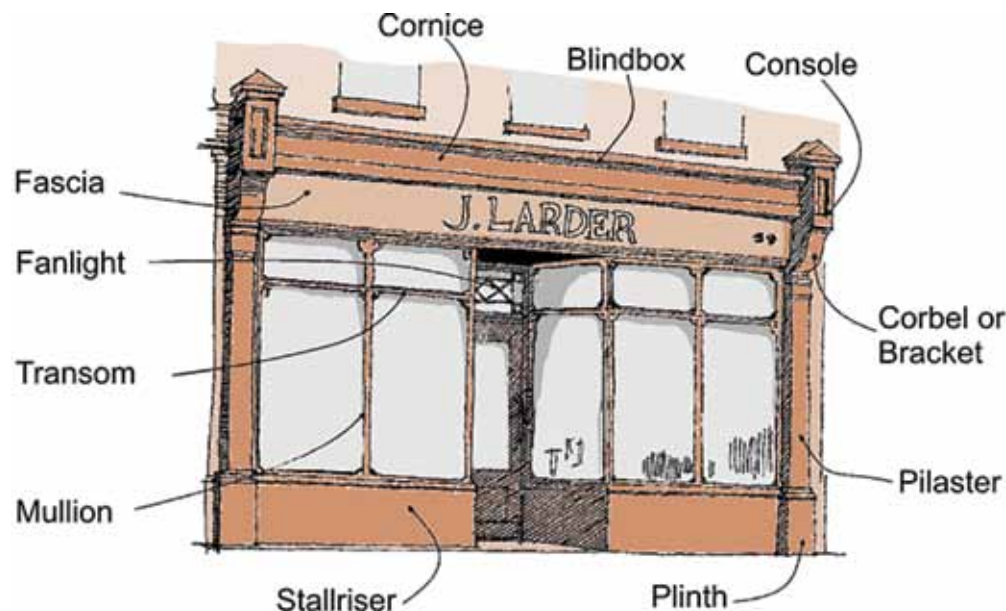


Fig 79: Basic components of a traditional shopfront

Shopfronts and Advertisements

Shopfronts and the facades of commercial properties play a vital role in establishing the character of an area. Because of their visual prominence, it is particularly important that proposals for the replacement, refurbishment or modernisation of shopfronts are appropriate to the character and appearance of the local area and the buildings to which they are attached.

Shopfronts should form part of the overall design of the building reflecting its scale, character and materials. Where possible, original or

period shopfronts should be retained and appropriately restored where the opportunity arises. Therefore, any alterations should seek to maintain the original shopfront character by adhering to its original proportions, architectural emphasis, and materials and where appropriate decorative treatment.

Shopfronts spanning two or more buildings or continuous fascias across a number of shopfronts are generally not acceptable. Instead, the visual link should be achieved by the use of similar colours and common detailing.

Fascias

Fascias should not dominate the shopfront, but should complement it by fitting within the scale and proportion of the shopfront as a whole. They should not obscure first floor windows or architectural features. Blinds should also avoid obscuring features of the building or those on adjoining buildings.

Windows

Show windows should avoid being a single sheet of glass between ground and fascia, except in circumstances where the design of the building would dictate otherwise. The use, particularly in traditional areas, of glazing bars (transoms and mullions) will reduce the cost of broken panes and can be used in conjunction with a suitable stallriser to reduce area of glass at risk.

Canopies

Canopies, where appropriate, should not obscure architectural features and should complement the general arrangement of shopfronts and buildings. Preference is given to tradition folding blinds of materials that have a natural appearance. Dutch blinds and non-retractable blinds, especially with shiny plastic covering, are in most cases, foreign to the English street scene and are unacceptable in Conservation Areas.



Fig 80: Good example of well proportioned modern shopfront



Fig 81: Shopfronts spanning two or more buildings versus a visual link

Stallrisers

Stallrisers are a common element of traditional shopfronts and should relate in scale, appearance and materials to the shopfront and building generally. Security is now a material consideration with regards to shops and the installation of a suitable stallriser of at least 450 mm in height can give a measure of protection in the case of 'ram raiding'.

Shutters

If shutters or security grilles are deemed essential and all other options have been explored (safety glazing, internal window grilles, external removal window security

grilles etc.), they should be carefully designed so that they have as little impact on the appearance of the shopfront as possible. Preference is given to shutters fixed within shop windows of a lattice or punched steel design that are coloured to blend in with the surrounding decoration. Solid slatted shutters are not considered appropriate for use within Conservation Areas and it should be noted that permanent external shutters require planning consent from the Local Authority where they project beyond the existing face of the building. In considering such applications, preference will be given to schemes where the box containing the shutters is recessed

into the shopfront (either soffit or fascia) and where the shutters do not extend below the top of the stallriser and are coloured to blend in with their surroundings. Favourable consideration will not normally be given to solid shutters of mill or galvanised finish.

Access

Access should allow for people with all physical abilities. In new shopfronts, thresholds should be flush with the shop floor and any difference in level to the pavement should be ramped at an angle not steeper than 1 in 20. Floor surfaces should be smooth and not slippery. If a doormat is required, it should be set in a mat well if the mat itself is more than 10 mm thick. Entrance

doors should give a clear opening width of not less than 800 mm and preferably 830 mm. When double doors are used, one of the leaves must provide a minimum of 800 mm clear opening. Where possible, doors should be fitted with a kick plate and have door springs, which enable a reasonable operation by a person in a wheelchair. Letter boxes, bell pushes and door handles should be not more than 100 mm above floor level. Applicants should contact the Gosport and Fareham Building Control Partnership at the earliest opportunity to discuss their proposals and ensure that they meet the Building Regulation.



Fig 82: A proportionate fascia versus a fascia which dominates the building and obscures architectural features

Colour

Colour schemes should normally relate to the character of the existing and surrounding buildings. Generally, excessive use of primary colours is harmful to the streetscene.

Lettering

Lettering should be of a clear and legible, should generally not be higher than one third of the fascia height and be appropriate to the style and proportions of the building on which they are located.

Illumination

Where illumination is considered necessary, internal illumination is almost invariably harmful to the streetscene. This is because internal illumination generally results in deep box signs. In almost all cases, external illumination is the only appropriate solution for historic buildings. As modern technology advances, there may be opportunities to consider the illumination of individual lettering on modern buildings as there are examples where this has been successfully achieved within a sufficiently slender fascia board.



Fig 83: Example of internally illuminated individual lettering on modern building

Advertisements

The overall design of individual advertisements, their size, their materials, whether they are illuminated (internally or externally), the type and style of building they are on, their position on the building, the appearance of surrounding buildings and their cumulative effect



Fig 84: Well proportioned fascia with clear lettering

are all important factors in the impact of a single advertisement on a street scene. A particular design may be appropriate in one location, on a specific building, but the same design may appear out of character on a different building in a different place.

The design of signs (including colouring, lettering and materials) should form an integral part of the overall design of a building and reflect the scale and character of the whole building. Potential benefits of advertising include adding interest to the street scene, bringing colour to drab areas, making areas safer at night through better illumination and screening eyesores.



Fig 85: Fascia is disproportionate to building and shopfront design (Photo credit – Emily Webber)

Where a number of advertisements are already present in a street scene or on a building, the Borough Council will have regard to the cumulative visual effect of further advertisements on the character of the area and on the general townscape. The number of advertisements should be kept to the minimum necessary to convey the essential information.

Where appropriate, projecting or hanging signs should be positioned at fascia board level and reflect the proportions and character of the building on which they are located. Advertisements should ideally be confined to ground floor level. If there are businesses operating at or above first floor level or advertisements cannot reasonably be fixed at a lower level, particular

care will be required to ensure that signage or advertisements at a higher level work well with the design and proportions of the building.

Poster advertising should be of a form appropriate to the scale of neighbouring buildings and be located as to preserve the character and appearance of the local area.

Attention will be paid to the potential impact of the advertisement upon pedestrian, cyclist and vehicular safety.

Advertisements on Listed Buildings will generally need Listed Building Consent, even where advertisement consent is not required.

Key Design Principle 15 (Shopfronts and Advertisements):

Shopfronts and advertisements should form part of the overall design of a building, reflecting its scale, proportions, character and materials and should be appropriate to the character and appearance of the street and local area.

Internal Spaces

Lifetime Homes

As people's circumstances change, their needs and abilities in a home can change too. Often people feel they must move house when their current home cannot be adapted to their changing needs (e.g. disability, sickness, old age).

Lifetime Homes comprises sixteen criteria that are aimed at providing housing that can respond to the needs of its residents throughout their lifetime, and in particular, for modifications that may be required for individuals with mobility difficulties. These are set out in detail on the Lifetime Homes website, www.lifetimehomes.org.uk, or in the current issue of the Code for Sustainable Homes Technical Guide.

In its Disability Equality Strategy, the Housing Corporation (now the Homes and Communities Agency) indicated that all housing funded by them from 2011 onwards would need to be Lifetime Homes compliant. It is also a requirement of the Code for Sustainable Homes at level 6.

Lifetime Home designs should be considered at the earliest stages of the design process. Layout plans may be required to show the position of furniture and turning circles to demonstrate that the room is of an

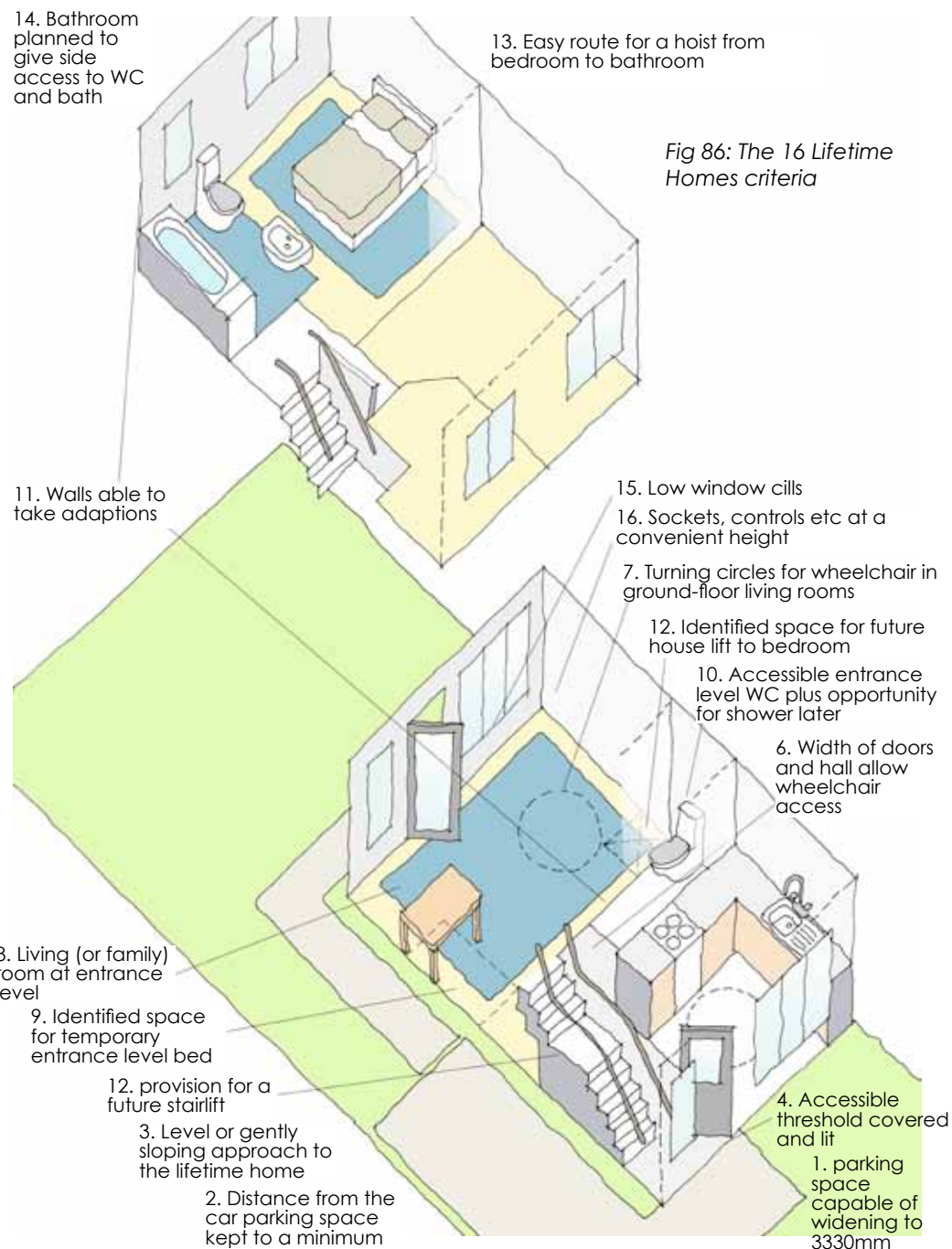


Fig 86: The 16 Lifetime Homes criteria

adequate size.

Internal Living Space

A report for CABE (the Commission for Architecture and the Built Environment) published in July 2009 entitled 'Resident Satisfaction in the Home' looked at the issue of whether floor area and associated storage space is sufficient for satisfactory accommodation. The conclusion of the report was that housing does not consistently provide adequate space for residents and that new dwellings are not addressing the needs of residents now, or in the future.

Ideally, homes should provide:

- Space for appropriate furniture and equipment;
- Space to access/use furniture/equipment/doors/windows;
- Circulation space;
- Space to undertake normal living activities that do not just use furniture, i.e. washing, dressing, cooking, eating, playing;
- Space for clean storage, e.g. linens, vacuum cleaner, etc;
- Sufficient separation of rooms to allow required level of privacy, (this need can change over time, however designs that succeed when the rooms are separate, will succeed if the dwelling is converted to open plan. The converse will not necessarily be true);
- Circulation space should allow for space near to the accesses to keep outdoor items such as coats, boots,

prams, etc., preferably without having to pass through habitable rooms; and

- Shared circulation space for flats should be designed for minimum maintenance and provide easy access to flats and associated facilities such as amenity space and bin stores and cycle parking.

As a general guideline, standards published by the then English Partnerships (now the Homes and Communities Agency) provide a benchmark level for acceptable minimum internal space standards.

Flexibility and Adaptability

Flexibility is the potential to use rooms in a house for different purposes, e.g. use of a bedroom for a study as well as guest room. This depends on the space within a dwelling, the room layout and the number of rooms. Home working, in particular, is likely to become more prevalent,

and will require space for a desk and internet access. Open plan designs for living and circulation space do not allow much flexibility when the home is in use. Again, compliance with minimum space standards as set out in table 1 and Lifetime Homes will benefit flexibility.

Adaptability is the potential to modify the spaces of a home by altering the fabric of the building. Where possible, dwellings should be designed to allow further development such as extensions and conversions, to allow the home to grow and change with the residents.

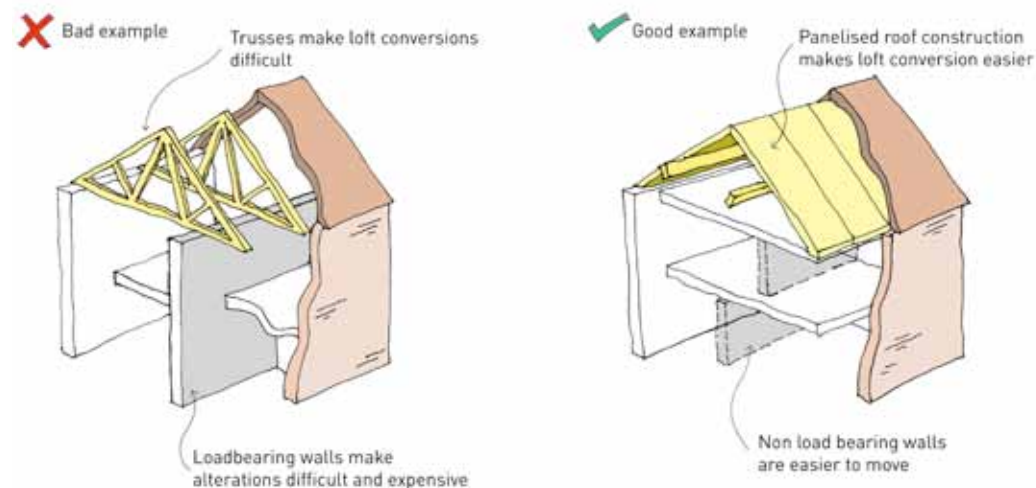


Fig 87: Two building elements which allow for greater adaptability

Key Design Principle 16 (Flexible Internal Space):

Buildings should be designed so that they can be adapted over time to changing need. New homes should have enough internal space for residents to use comfortably.

Bedrooms/Occupancy	Internal floor area*
1 bedroom/2 person homes	51
2 bedrooms/3 person homes	66
2 bedroom/4 person homes	77
3 bedroom/5 person homes	93
4 bedroom/6 person homes	106

Table 1: Internal space standards by dwelling type (square metres)

*Floor area should be measured in line with the Royal Institution of Chartered Surveyors' Gross Internal Floor Area (RICS, GIFA).

Natural Daylight

Good quality natural light helps to make the interior of a dwelling or a work place a more pleasant and enjoyable place to spend time. It also reduces the need to use electric lighting.

The amount and quality of natural light depends on the:

- size and position of windows;
- the shape of rooms;
- the colour of internal surfaces; and
- the structures that surround the building.

Roof mounted 'light tubes' can bring natural light into corridors, landings and other rooms

The size of windows to provide good day lighting must be balanced with privacy requirements within the home. It is important that the orientation, location and use of the room are all taken into account when considering the size and location of windows.

The Code for Sustainable Homes and BREEAM assessments include credits for minimum standards for natural daylight levels for homes and non-residential buildings respectively.

Noise

Noise disturbance, both from inside and outside the home, is a particular issue for residents, causing stress, affecting sleep and causing problems between neighbours. Potential noise sources will need to be identified as part of the site constraints.

Thought should be given to the location of parking, roads and footways, public open spaces and play areas, in relation to dwellings and in particular bedrooms. The relationship with neighbouring properties should also be carefully considered, as noise such as music or conversation from the adjacent house can be particularly disturbing for residents.

The internal layout of a home should consider the relationship between different rooms and their uses. Ideally, noisy rooms such as kitchen, dining and living rooms should not be positioned close to bedrooms where peace and quiet are needed for study and sleeping.

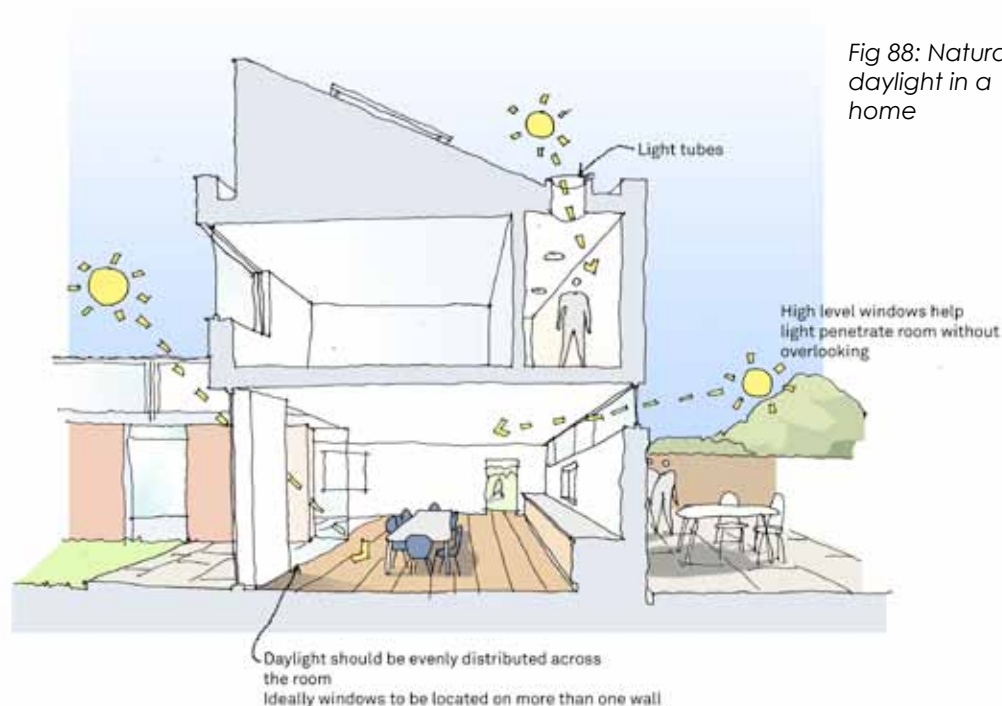


Fig 88: Natural daylight in a home

Glossary

A

Accessibility - the ease with which people of all abilities are able to get to destinations and into buildings and spaces.

Active frontage - the front of a property that allows people inside and outside of that property to interact, eg. floor to ceiling windows at street level; pavement dining for a restaurant.

Active room - this room is used for day functions such as cooking, eating, playing.

Active solar gain - involves the use of solar collectors to generate electricity or to heat water.

Active street - a street that encourages pedestrian traffic by providing access to useful facilities or acting as a direct route to other facilities, and creating a pleasant pedestrian environment.

Adaptability - the ability of a structure to be altered, often structurally, to fit changed circumstances.

Adoptable standards - the level of quality required for the care and maintenance of certain works to be taken on by a local authority or government organisation.

Air pollution - The introduction of chemicals, particulates, or biological materials that cause harm or discomfort to humans or other living organisms, or that damages the natural environment, into the atmosphere

Airborne particulates - tiny pieces of solid or liquid material such as dust, smoke, fumes, found in air or emissions.

Amenity - something that adds to a person's comfort or convenience; eg. privacy; lack of noise.

Amenity space - an area of land, generally green space and planting, which softens the urban environment, allows for informal leisure and provides a setting for buildings.

Architectural detailing - the designed detail on a building or structure, eg. decorative lintels, sill and eaves details.

B

Biodiversity - the variation of lifeforms, plant and animal, in a given area or ecosystem.

Boundary - the border or limit of a property or space. This may be indicated visually, through the use of a fence or wall; may be identified on a land ownership plan or similar; or

may be historic and undefined.

Building for Life (BfL) - the national standard for well-designed homes and neighbourhoods, incorporating many of the principles of good urban design created by CABE, (Commission for Architecture and the Built Environment) and the HBF, (Home Builders Federation). Its criteria consist of a series of twelve questions which are used to evaluate the quality of new housing developments.

Building line - a clear line of frontage along a streetscene to create the impression of conformity.

Built form - how a building looks, eg. size, shape, height, location in plot, etc.

C

Car pool - a car hire service generally charged at an hourly rate.

Character - the combination of features and structures that distinguish one place/structure from another.

Character area appraisal - an assessment which identifies the defining features of an area, usually prepared by or on behalf of a local authority.

Circulation space - free space that allows movement from one area to another.

Connection network - the streets/paths/spaces that are interlinked, allowing people to move between them.

Connectivity - can be used interchangeably with 'permeability'. Describes the extent to which the urban form or pattern allows or restricts the movement of people or vehicles in different directions.

Conservation Area - an area of land designated by a local authority under the Town and Country Planning (Listed Buildings and Conservation Areas) Act 1990 as possessing special architectural or historic interest. The Borough Council will seek to protect or enhance the character and appearance of this area.

Conservation Area Appraisal - a published assessment identifying the architectural features or historic interest that warranted the areas Conservation Area designation.

Construction management plan - a written document that covers all aspects of the construction process, from site clearance, deliveries, construction traffic routing, through to completion of the development and moving off-site. May be required by a local authority to ensure the

amenity of nearby residents to protected as much as possible and disruption to an area is minimised.

Contamination - the presence of particles, chemicals or other undesirable elements in a particular environment.

Context - the setting of a site or area. A context (or site or area) appraisal is a detailed analysis of the features of a site or area, including land uses, built and natural environment, and social and physical characteristics, which serves as a basis for the design of development in that site or area.

Culvert - a covered channel, pipe or drain that is below ground level or that carries a watercourse below structures/land.

Curtilage - the site area; the area of land immediately surrounding a house or other building; the area of land that is reasonably associated with the enjoyment of the house. This is usually the garden area.

D

Defensible space - an area of land with physical characteristics that allows residents to take responsibility for their own security.

Density - the mass or floorspace of a building or buildings in relation to an area of land; see 'net residential density'.

Desire lines - a route that people or animals instinctively wish to travel, often the shortest or straightest line between two points.

Development concept - the original thought-process and idea(s) behind the design of a new development.

E

Easement corridor - the area of land to which legal permission is granted to allow someone or something to move across land not in their ownership, eg. sewer easement.

Elevation - a side-view drawing of the outside of a building.

Enclosure - the creation of a sense of defined space by means of surrounding buildings/structures/ planting.

Encroachment - development on land that was formerly part of a street/public land/land in someone else's ownership.

Extensive green roof - a low-maintenance type of living roof cover, (which comprises of plants and soil or a growth medium), which is usually only accessed for maintenance purposes.

F

Façade - the main face of a building.

Fenestration - the design and placement of windows in a building.

Figure ground plan - the use of differentiation (usually black and white) to clearly show the position of buildings in relation to space on a plan.

Fit for purpose - development that meets the needs and requirements of the occupier.

Flexibility - the ability of spaces within a building to be easily changed in response to changing needs of the residents; usually non-structural, eg. the ability to use a bedroom as a study.

Floor plan - a line drawing showing the layout of rooms as if seen from above, normally to scale.

Form - the layout, density, scale, appearance and landscape of a development.

Fronts - a structure that 'looks out' onto something; the main elevation of a building is located to look out over something that provides good amenity value, eg. a park or lake, or something that benefits from active surveillance, eg. a street or footpath.

Frontage - the area of land in front of a building up to the street or water; the front or face of a building.

G

Gradient - the slope along a road or area of land.

Grain - the general arrangement or pattern of development of an area.

Green Infrastructure - connected and substantial networks of multi-functional green space.

Groundwater - water beneath the ground.

H

Habitable rooms - a room for living purposes, excluding kitchen, bathroom, toilets, corridors, and halls.

Homezone - a road in residential area that has been designed to allow it to be used for a range of activities and to encourage very slow vehicle speeds

Health and safety executive zone - a safety zone legally imposed by the Health and Safety Executive to protect people working/living near to major hazard sites or pipelines or protect the hazard itself.

Inclusive - a structure/place that does not exclude anyone; allows access to people of all abilities. Informal surveillance - see passive/natural surveillance.

Intensive green roof - labour-intensive planted roof, requiring irrigation, feeding and additional maintenance. Usually designed to provide easy access and to be used like a garden or recreational space. Inter-modal travel - the use of different types of transportation to get from one place to another.

L

Landmark building - a prominent identifying structure in a landscape.

Landscape - the visible features of an area of land (including physical elements such as landform, living elements such as plants and animals, elements such as lighting and weather, and human elements such as buildings and human activity). Soft landscape features include planting; hard landscape features include walls, patios, walkways, made up of hard materials.

Legibility - the ease with which visitors can orientate themselves and find their way around an area.

Light tube - also known as light pipe or sun tube, used to transport or distribute natural or artificial light.

Listed Building - a building included on the 'statutory list of buildings of special architectural or historic interest' held by English Heritage.

Listed Building Consent - permission from a local authority to demolish or alter a building designated as a Listed Building.

Local Accessibility Contours map - a geographical representation of the different degrees of public transport accessibility throughout an area.

Local character - see character.

Local nature reserve - an area of land that is protected and managed in order to preserve a particular type of habitat, plants or animals

M

Mass/Massing - the physical volume or bulk of a structure or building.

Material consideration - a factor (such as central government policy) that must be taken into consideration when a decision is being made as part of the planning process.

Mechanical ventilation - mechanical ventilation systems circulate fresh air using ducts and fans, rather than relying on airflow through small holes or cracks in a home's walls, roof, or windows.

Microclimate - the climate of a small, specific place in a particular area, as contrasted with climate of the whole area.

Mitigation - methods to reduce, remove or compensate for adverse environmental impacts.

Mixed use development - the integration of more than one type of use within a building or set of buildings.

Modern methods of construction - collective term to describe a variety of building construction methods including off-site construction.

Movement network - the movement of people and vehicles going to and passing through buildings, places and spaces.

N

Natural Surveillance - (also known as Passive Surveillance) - informal, close observation of people in public areas, often from nearby buildings or spaces.

Nature conservation site - an area of land that is protected and managed for its value to the environment, wildlife or plant life and natural resources.

Net residential density - "net dwelling density is calculated by including only those site areas which will be

developed for housing and directly associated uses, including access roads within the site, private garden space, car parking areas, incidental open space and landscaping and children's play areas, where these are provided," (PPS3, Nov 2006). It is calculated in terms of dwellings per hectare.

Noise attenuation bund - a large mound of earth designed to reduce noise level of a particular source.

Noise protection measures - measures that are put in place to reduce exposure to adjacent noise sources.

O

Open plan - generic term for the design of a floor plan that creates large, open spaces and minimises the number of dividing structures such as walls or partitions.

Orientation - the direction a building or structure is facing.

Overbearing - "a term used to describe the impact of a development or building on its surroundings, particularly a neighbouring property, in terms of its scale, massing and general dominating effect," (Planning Portal)

P

Passive solar design - a building designed and orientated to make the most of the sun's warmth.

Passive Solar Gain - systems that absorb, store and distribute the sun's energy without relying on mechanical devices like pumps and fans, which require additional energy.

Passive solar heating - a system of features built into a building that take advantage of the sun's warmth within relying on mechanical devices.

Passive surveillance - (also known as Natural Surveillance) - informal, close observation of people in public areas, often from nearby buildings or spaces.

Pedshed - the area encompassed by the walking distance from a development, usually a five or ten-minute walk, covering the actual distance walked.

Perimeter Block - a street block each of whose frontages face a public space (usually a street).

Permeability - the extent to which the buildings, structures and highways affect the ability of people or vehicles to move in different directions.

Planning Obligations - a legal instrument through which the planning system can address and

mitigate the impact of development. Planning obligations can be used to secure improvements to development proposals, or to secure contributions towards services and infrastructure needed as a result of new developments.

Protected habitats - areas of land, protected under law, that provide a certain environment required for certain species of plant or wildlife to survive and thrive.

Protected species - certain species of plant or wildlife that are protected under law.

Public open space - space set aside for formal or informal recreational purposes with access for the general public.

Public realm - all areas to which the public has open access, eg. Streets, parks, public buildings.

R

Ramsar - an area of land protected under the Ramsar Convention. The Ramsar Convention is an internal treaty for the conservation and sustainable use of wetlands, to prevent the loss of wetlands in the future.

Roofscape - the view of roofs of a particular street/area/town/city.

S

Scale - the size of a building in relation to its surroundings; the size of parts of a building or its details, in particular relation to the size of a person.

Section - a drawing, usually to scale, of the internal cross-section of a building or structure, to provide information about internal arrangement and construction.

Sense of place - a feeling of appreciation for the distinct character of an area.

Service corridor - an underground pathway for pipes/drains/etc for utility services such as electrics and water to run.

Service margin - an area of land either side of a service corridor or easement that has restricted development to protect the associated services.

Setting - the context or environment in which something sits. Settlement pattern - the distinctive way in which the roads, fields, paths and buildings are laid out in a particular place.

Shared space - an urban design concept aimed at integrating uses of a public space.

Site asset - a feature of a site that

have a positive value and can be used to enhance development.

Site constraint - a feature of a site that may have a detrimental value and will need mitigation measures to be incorporated into the design.

Site line - unobstructed line of vision for, amongst others, a driver at a junction.

Special Area of Conservation - an area of strictly protected land designated under the European Habitats Directive because of its important contribution for the conservation of specific habitats or species.

Sites of Interest for Nature

Conservation - a non-statutory designation of sites at county/ boundary level. Generally assessed by a local authority or county wildlife trust and adopted in local development framework documents.

Sites of Special Scientific Interest - a statutory protected site for nature conservation in the United Kingdom, identified by Natural England.

Special Protection Areas - are European designated sites identified as being of international importance for the breeding, feeding, wintering or the migration of rare and vulnerable species of birds.

Solar collection - the absorption of sunlight with the intent of using the energy generated.

Solar energy - energy from the sun that is used to provide thermal (heat) or electrical energy.

Storm runoff - also known as storm water runoff or surface water runoff. Water that falls during rain events that is not absorbed into the ground and passes instead into storm water drainage system.

Storm water attenuation - the control of water that falls on impermeable surfaces in order to manage the rate of discharge into the ground or waterways.

Streetscape - the visual appearance of the street as a whole, including road, verges, gardens, buildings, trees, etc.

Street scene - the roadways, pavements, street furniture, trees, signage, building elevations and other elements that comprise the street environment.

Street pattern - the layout of streets in an area.

Surface car parking - open parking areas for cars at the ground level.

Surface water runoff - the drainage of water from rain or flooding, etc that

has remained on the ground.

Sustainable - the ability to maintain balance in a certain process or state in a system. The most commonly quoted definition for sustainable development is the Brundtland Commission definition of "development that meets the needs of the present without compromising the ability of future generations to meet their own needs"

Sustainable drainage system - an environmentally-friendly way of dealing with surface water runoff to avoid problems associated with conventional drainage practice. These problems include exacerbating flooding. This approach may also be termed "SUDS" (or sustainable urban drainage systems), but applies equally to rural and urban sites.

T

Thermal mass - the capacity of a structure/material to store heat.

Topography - the surface features of a place.

Town design statement - a published document that provides information as to what development would be acceptable in a particular town.

Tracking - the monitoring of a vehicle to provide information as to the movement around roadways. This

is used to design highways that can accommodate certain vehicle types.

Traffic calming - a set of measures used to slow down or reduce vehicular traffic.

Transport nodes - a stop on a transportation system.

Tree preservation order - a direction made by the local planning authority that makes it an offense to carry out work to a tree without the local authority's permission.

U

Undercroft car parking - parking at ground floor level which occupies the footprint of the building.

V

Vista - a view or outlook.

Visual amenity - a pleasant or attractive element of the environment that can be seen

Appendix A

Key Design Principle Checklist

Title	Key Design Principle	Questions
1. Access to Local Facilities and Public Transport	New development should provide for safe and convenient access, particularly on foot and by cycle, to local facilities, services and frequent public transport. see: Site Accessibility: Local facilities	<ul style="list-style-type: none"> • How far are key facilities from the site (e.g. food shops, post office, primary school, children's play area, public open space, pub, place of worship, doctor's surgery, pharmacy, crèche, café, community centre etc.)? • Are the routes to facilities safe and convenient for pedestrians and cyclists? • How far is the site from frequent public transport stops? • Are the routes to bus stops or train stations safe and convenient for pedestrians and cyclists?
2. Integrating with Existing Movement Networks	New development should integrate well with cycle, pedestrian and vehicular movement networks and where possible, improve connections. see: Site Accessibility: Integrating with existing Movement Networks	<ul style="list-style-type: none"> • Do new routes from the site serve desire lines to nearby facilities? • Do new routes from the site improve connectivity by linking to neighbouring movement networks (roads, footpaths and cycle routes)?
3. Site Context and Analysis	Developers should analyse the character of the site and its context to identify positive and negative elements, which will influence and inform the overall design and orientation of buildings and spaces. see: Site Context and Analysis: all sections	<ul style="list-style-type: none"> • Has the character of the site been analysed (both positive and negative aspects)? • Does the design maximise the existing positive site features? • Does the design respond well to the site constraints?
4. Residential Density	Density should be appropriate to the context and level of accessibility; make efficient use of land and address the needs of residents. see: Site Context and Analysis: Residential Density	<ul style="list-style-type: none"> • Is the density appropriate to the site context, taking account of spaciousness, footprint ratio or dwellings per hectare? • Is the density appropriate to the level of accessibility of the site? • Is land used efficiently? • Does the density and the design allow for all the needs of residents (such as car parking, private amenity space, street tree planting etc.) to be met?

Title	Key Design Principle	Questions
5. Legibility	Development should have its own identity and variety so that it is easy for people to find their way around. <i>see: Site Context and Analysis: Layout - Connectivity, Legibility and Street Hierarchy</i>	<ul style="list-style-type: none"> • Is the development easy for residents and visitors to find their way around? • Is it obvious where entrances to buildings are? • Is the distinction between public and private areas obvious? • Does the layout and design (rather than explicit signage) make the development legible?
6. External Space	The design and future management of landscape, must be an integral part of the development design and should be considered at the earliest stage. <i>see: External Space: all sections</i>	<ul style="list-style-type: none"> • Is the design of private, shared and public external space well considered and undertaken at the earliest stage? • Are landscape plans consistent with service, engineering and building layout plans? • Is the landscape design appropriate to the level of maintenance expected?
7. Environmental Sustainability	Opportunities to improve the environmental sustainability of a development should be identified at an early stage and inform the overall Landscape Scheme and building design. <i>see: External Space: Green Infrastructure, Biodiversity and Sustainable Drainage Systems</i>	<ul style="list-style-type: none"> • Does the development contribute to and integrate with local Green Infrastructure strategies? • Does the development take opportunities to improve the biodiversity of the site and surrounding area? • Does the development take opportunities to integrate SuDS within the landscape design? And if so, are details of the SuDS maintenance included in the management plan?
8. Public Open Space	All public open space should be safe, accessible, designed for a range of functions and users and should balance good natural surveillance with residential amenity. <i>see: External Space: Public Open Space</i>	<ul style="list-style-type: none"> • Is the design of all public open space and the access to it safe and well overlooked? • Is all the public open well located and easy to access by its intended users? • Is the public open space designed for a range of users? • Is the public open space designed to avoid conflict with adjoining residents?
9. Residential Amenity	New development should be designed to respect the residential amenity of existing and new occupiers and all dwellings should have adequate private amenity space. <i>see: Residential Amenity: all sections</i>	<ul style="list-style-type: none"> • Does the development respect the residential amenity of occupiers in existing development? • Does the development respect the residential amenity of occupiers in proposed development? • Do all new dwellings have access to an adequate amount and quality of private amenity space? • Does the communal space for flats/shared accommodation provide an appropriately designed space for sitting and social interaction?

Title	Key Design Principle	Questions
10. Access around the Site	Access (such as roads, footpaths, cycle routes etc.) within the site should be safe and convenient to use, but should not be dominated by roads. <i>see: Access, Parking and Services: Access into and around the Site</i>	<ul style="list-style-type: none"> • Is all access around the site safe and convenient to use? • Does the design and layout of the streets minimise the presence of highways? (avoiding excessive amounts of black top, hammerheads and excessive turning circles and sight lines) • Is the vehicular highway geometry designed for slow speeds?
11. Parking	Surface car parking and cycle parking should be safe, convenient to use and have natural surveillance. Car parking should not visually dominate the public realm. Other vehicle parking should be safe, secure and separated from the public realm. <i>see: Access, Parking and Services: Parking, Cycle Parking and Storage</i>	<ul style="list-style-type: none"> • Is all car parking safe, convenient and overlooked by active rooms in neighbouring buildings? • Is all cycle parking safe, convenient and overlooked by active rooms in neighbouring buildings? • Is all other vehicle parking (such as lorry parking) safe, secure and separated from the public realm? • Is the potential negative impact of large amounts (6 or more spaces) of car, van, bus or lorry parking mitigated by design (e.g. tree planting, surface materials, smaller groups of spaces)?
12. Waste, Recycling and Cycle Storage	Waste, recycling and cycle storage should be safe, accessible and convenient for the intended users and properly integrated into the built design. Cycle storage should also be secure. <i>see: Access, Parking and Services: Cycle Parking and Storage, Refuse and Recycling</i>	<ul style="list-style-type: none"> • Is all waste and recycling storage in new development safe (away from traffic flows, well overlooked, well lit)? • Is all cycle storage in new development safe (away from traffic flows, well overlooked, well lit)? • Is all waste and recycling storage in new development convenient (a minimum distance from expected users)? • Is all cycle storage in new development convenient (a minimum distance from expected users and appropriately dimensioned space for ease of access)? • Is waste and recycling and cycle storage integrated into the design in such a way that is visually pleasing and does not detract from the overall design?
13. Design of Buildings and Materials	The scale, form and design of elevations and external materials should respond positively to the defining characteristics of an area. Where this is absent, design and materials should help create a new positive and distinctive character. <i>see: Site Context: Character Architectural and Design Detail: all sections</i>	<ul style="list-style-type: none"> • Has the local character been identified (both positive and negative aspects)? • Does the design (and choice of materials) respond well to the positive local character or (if absent) does it create a strong positive character of its own?

Title	Key Design Principle	Questions
14. Continuity and Enclosure of Space	<p>Buildings should be designed to enclose space and have active frontages onto the public realm with particular attention being paid to entrances and corners.</p> <p><i>see: Site Context and Analysis: Layout - Contributing to the site's attributes, Scale (Grain and Massing)</i></p> <p><i>Residential Amenity: Public/Private Distinction</i></p>	<ul style="list-style-type: none"> • Does the building layout create good levels of enclosure and/or create strong building lines along the street? • Do all street side (and other public realm) elevations create active frontages (with windows from active rooms and (where appropriate) balconies, roof terraces, etc.)? • Are entrances concentrated on the public sides of development? • Are corner plots designed to address both sides of the public realm or street? • In low density schemes does the landscape design help to create enclosure and continuity?
15. Shopfronts and Advertisements	<p>Shopfronts and advertisements should form part of the overall design of a building, reflecting its scale, proportions, character and materials and should be appropriate to the character and appearance of the street and local area.</p> <p><i>Architectural and Design Detail: Shopfronts and Advertisements</i></p>	<ul style="list-style-type: none"> • Do new or refurbished shopfronts sit comfortably with the design of the building, including scale, proportions, materials etc.? • Are advertisements appropriately positioned (i.e. do not obscure architectural features)? • What is the cumulative effect of additional advertisements on the streetscene? • Does proposed lighting have an adverse effect on the appearance or amenity of the area?
16. Flexible Internal Space	<p>Buildings and spaces should be designed so they can be adapted over time to changing needs. New homes must have sufficient internal space for residents to use comfortably.</p> <p><i>see: Internal Space: all sections</i></p>	<ul style="list-style-type: none"> • Do the internal divisions of the buildings allow for easy and cost effective future changes to room configuration (i.e. non-load bearing walls)? • Does the residential roof design allow for easy and cost effective future habitable use? • Are residential buildings Lifetime Homes compliant? • Are spaces able to be adapted to changing needs (e.g. wheelchair accessible)? • Do buildings and spaces use materials that can be re-used or recycled? • Are internal residential space standards large enough for comfortable living requirements for the number of inhabitants intended (including sufficient storage)?

Appendix B

Key Design Principle Checklist

Quality of Routes

New or existing routes and networks of routes should aim to achieve the following standards of quality:

Connected

The network should be comprehensive, serving all significant desire lines.

It should provide good permeability, i.e. a choice of routes filtering through an area allowing pedestrians to go which way they want.

Easy, direct access to public transport facilities is vital.

Green spaces should be linked into the network and allow for round walks, and where possible 'green routes' to major centres of activity.

Convenient

Pedestrian routes should be as direct as possible in order to reduce distance to be walked and increase the pedestrian catchment of facilities.

They should avoid steep hills, unnecessary barriers, steps or kerbs that might inhibit less agile people and those with pushchairs or wheelchairs.

Where new routes are planned they should follow the contours, even where this does result in some route

deflection. Direct routes can also be provided for the energetic/more able bodied. Choice is important.

Routes should be linked by safe and convenient crossings, with minimum diversion.

Comfortable

Footways should be wide enough to allow easy passing and overtaking, without being pushed out into traffic – especially on heavily used roads where long vehicles on bends may be intimidating.

Routes should be overlooked by nearby properties, giving a sense of surveillance and safety.

Resting places (benches on long routes, stages/benches on steep routes)

The route should be well lit and feel safe, without dark corners or featureless, unconnected sections which can be intimidating.

Convivial

Minimum width of footway (for two abreast).

Routes should be places where people can meet casually and talk in comfort, free from excessive noise or fumes.

They should be designed for aesthetic enjoyment, giving pleasure by the variety of prospects, spaces and landscapes.

Conspicuous

Main routes should be easy to 'read', distinctive, and clearly signposted.

Landmark features (e.g. mature trees, public art) can help give a sense of place.

(from 'Shaping Neighbourhoods' by Barton et al, 2003)

This document was designed by the Solent Centre for Architecture and Design/Mark Drury (Creative Director) and amended by Gosport Borough Council Reprographics Team.

Unless stated, all photographs were taken by Gosport Borough Council.

All hand drawn illustrations were produced by Re-Format (re-format.co.uk)

AGENDA ITEM NO.07

Board/Committee:	Economic Development Board
Date of Meeting:	19 th June 2013
Title:	Draft Parking: Supplementary Planning Document
Author:	Borough Solicitor and Deputy Chief Executive
Status:	FOR DECISION

Purpose

To consider the draft of the Parking: Supplementary Planning Document (SPD) for consultation purposes in order to ascertain the views of the local community and relevant organisations.

Recommendation

That the Board approves the draft Parking Supplementary Planning Document, as set out in Appendix A, for consultation purposes.

1 Background

- 1.1 A planning authority may prepare Supplementary Planning Documents to provide greater details and guidance on the policies of its development plan in the local context. They do not require examination by an Inspector but are subject to consultation with relevant stakeholders.
- 1.2 A draft SPD has been prepared in support of the parking policies and, subject to the approval of the Board, will be published for consultation with the community, potential developers, the Highway Authority and other interested parties.

2 Report

- 2.1 The National Planning Policy Framework enables the Council to set local parking policies and standards for both residential and non-residential developments reflecting the needs and priorities of our community and to account for :-
 - The accessibility of the development
 - The type, mix and use of development
 - The availability and opportunities for public transport
 - Local car ownership levels, and
 - An overall need to reduce the use of high-emission vehicles.

- 2.2 The SPD will support and expand upon Policy LP23 (Layout of Sites and Parking) of the Draft Gosport Borough Local Plan (2011-2029) which states that :-

Development proposals will be permitted provided that the layout of the site is designed so that provision is made for parking cars, motorcycles, bicycles and where appropriate goods vehicles and electric cars.

- 2.3 Prior to the adoption of the Local Plan (2011-2029) the SPD will supplement the following policies of the current Gosport Borough Local Plan Review (Adopted 2006) -

- R/DP1 iv & vi - General Standards of Development within Urban Areas.
- R/DP3 - Provision of Infrastructure, Services and Facilities
- R/T3 - Internal Layout of Sites
- R/T11 - Access and Parking

- 2.4 The SPD considers local parking problems and parking need and the standards and guidance therein aim to achieve the following core objectives :

- To ensure that all new development is provided with sufficient convenient parking to meet its reasonable needs in the present and foreseeable future, including adequate parking provision for cycles, motorcycles and, where appropriate, goods vehicles.
- To ensure that sufficient parking space is provided, distributed and allocated in a manner that prevents significant harm to the appearance, accessibility, structural integrity, function and safety of the highway with regard to the reasonable and lawful needs of all highway users.
- To ensure the proposed numbers of parking spaces and distribution are adequate to protect the amenity of existing residents and the needs of businesses and services, including the ability to park where necessary on the street in locations convenient to homes and premises.
- To encourage good and efficient design of parking places integral to the layout of the site and compatible with other design considerations.

- 2.5 The SPD provides guidance on the amount of parking required at new developments for cars, cycles, motorcycles and disabled parking. It identifies factors that need to be considered when determining provisions – such as the role of garages; the function and capacity of the adjoining street; the use of allocated or

unallocated spaces and the accessibility of locations to public transport, shops and services.

- 2.6 Requirements are set out in respect of the dimensions, layout and access to parking places which are critical to capacity, safety and convenience of use. Guidance on cycle, motorcycle, electric and commercial vehicle parking requirements is also provided.
- 2.7 The Parking SPD is to be read in conjunction with that part of the proposed Design Guidance SPD in respect of access and parking.
- 2.8 It is proposed that the Parking SPD will be available for consultation in accordance with the Council's Statement of Community Involvement (SCI). However, whilst the Council is only required to consult for a period of four weeks it is proposed that given the number of planning documents being made available for consultation at this time that the consultation period should be extended to six weeks.
- 2.9 Once the consultation period has ended a further report will be submitted to the Board outlining the responses received and any proposed changes recommended prior to adoption of the SPD.

3 Risk Assessment

- 3.1 The failure to prepare a Parking SPD will leave developers and development control officers with little specific guidance on the parking provisions required and how to achieve the objectives of the parking policies. The SPD will provide more certainty on parking requirements and help to achieve higher standards of provision.

4 Conclusion

- 4.1 The Consultation Draft of the Parking SPD will provide an opportunity for the community, potential developers and other interested parties to comment on the Council's proposed parking standards. Once reviewed and adopted the SPD will set parking standards and provide guidance on good practise. It will be a material consideration when determining future planning applications.

Financial Services comments:	None
Legal Services comments:	None
Crime and Disorder:	The draft SPD will includes design measures to reduce the opportunities for crime and disorder.
Equality and Diversity:	
Service Improvement Plan implications:	The draft SDP is part of the suite of documents required to support to the Local

	Plan.
Corporate Plan:	
Risk Assessment:	As set out in Section 3
Background papers:	Draft Gosport Borough Local Plan 2011-2029
Appendices/Enclosures:	
Appendix 'A'	Parking Supplementary Planning Document. Draft for Consultation (June 2013)
Report author/ Lead Officer:	David Duckett

Gosport Borough Council

Local Development Framework

Parking: Supplementary Planning Document

Draft for Consultation (June 2013)

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Any Comments to Make?

Representations can be made on the Consultation Draft of the Parking Standards SPD from **XX.XX.2013 to XX.XX.2013**. Comments should be returned to the Council at the address below:-

Head of Traffic and Transport
Gosport Borough Council
Town Hall
High Street
Gosport PO12 1EB

E Mail: Traffic@gosport.gov.uk

If you have any questions regarding the SPD or about the making of representations please contact the Traffic and Transport Section at the above address, or telephone 023 9254 5424.

What happens next?

All comments received will be reported to the relevant Council Board together with any proposed actions and/or amendments to the SPD arising from the consultation process. The SPD will then be recommended for adoption and will become a key consideration when determining future planning applications. Future planning applications will also be subject to public consultation before the Borough Council determines them.

CONTENTS		Page
1	INTRODUCTION	1
	What status does this document have?	
	Who is this document for and how will it be used?	
	Pre-application advice	
2	PARKING PROBLEMS, POLICY OBJECTIVES & STANDARDS	5
	Local Parking Problems	
	The Role of the Highway in Accommodating Parking	
	The Core Objectives of the Parking Standards	
	Factors Affecting Car Ownership	
	The Parking Standards	
	How to Apply the Parking Standards	
	Travel Plans	
3	PARKING ISSUES AND CONSIDERATIONS	11
	Variable Demand and Flexible Parking Provision	
	Off-Street or On-Street Parking?	
	Benefits of Unallocated Parking	
	Visitor Parking	
	Accessibility to Public Transport	
	Reduced Parking Standards in Gosport Town Centre	
	Use of Public Car Parks	
	Parking for Businesses and Services in Gosport Town Centre	
	Traffic Regulation Orders, Loading and Servicing Requirements	
	Resident Parking Schemes	

4	THE DESIGN OF CAR PARKING PLACES	17
	Parking to be Convenient	
	Layout and Access	
	Turning Areas	
	Size of Parking Spaces	
	Access and Visibility to Parking Places	
	Under Croft, Basement and Covered Parking	
	Minimum Size of Garages	
	Tandem Parking	
	Parking for People with Mobility Difficulties	
5	CYCLE, MOTORCYCLE, ELECTRIC & COMMERCIAL VEHICLE PARKING REQUIREMENTS	24
	Cycle Parking	
	Motorcycle Parking	
	Electric Vehicle Parking	
	Electric Vehicle Charging	
	Commercial Vehicle Parking	
	APPENDIX A – PARKING STANDARDS	28
	General Residential	- Table 1a
	Extra Care Housing, Residential Care Homes and Nursing Homes	- Table 1b
	Commercial Development	- Table 2
	Retail Development	- Table 3
	Education Establishments	- Table 4
	Health Establishments	- Table 5

Care Establishments – Public and Private - Table 6

Leisure Facilities and Places of Public Assembly - Table 7

Miscellaneous Commercial Developments - Table 8

APPENDIX B – GUIDANCE ON CYCLE PARKING PROVISION 40

General Requirements

Long Stay Cycle Parking

Short Stay Cycle Parking

Design of Racks and Stores

APPENDIX C - REFERENCES 43

1 INTRODUCTION

- 1.1 This Supplementary Planning Document (SPD) sets out the parking standards for the administrative area as shown in Figure 1 below and is applicable to residential and non-residential developments and redevelopments of all scales.

Figure 1 – Application of Parking Standards



- 1.2 This document should be read in conjunction with the Borough Council's Design Guidance: Supplementary Planning Document, which includes further advice on the layout and design of car parking provisions.

What status does this document have?

- 1.3 The Parking Standards SPD will be a material consideration in determining any planning application. It presently supports the Gosport Borough Local Plan Review (GBLPR) (Adopted May 2006)¹ and is

¹ www.gosport.gov.uk/localplanreview

primarily linked to “saved” Policies R/DP1 (General Standards of Development within the Urban Area) and R/T11 (Access and Parking) and the emerging Gosport Borough Local Plan 2011-2029 Policy LP23 Layout of Sites and Parking policy².

- 1.4 This SPD also has regard to the The National Planning Policy Framework (NPPF), which provides a framework within which the Council, in consultation with local people, should produce its own distinctive local plans reflecting the needs and priorities of our community.

Paragraph 39 of the NPPF requires the setting of local parking standards for both residential and non-residential developments to take account of :-

- The accessibility of the development
 - The type, mix and use of development
 - The availability and opportunities for public transport
 - Local car ownership levels, and
 - An overall need to reduce the use of high-emission vehicles.
- 1.5 The government acknowledges that local authorities are best placed to set standards based on local circumstances and the needs and the aspirations of their communities³. This SPD has been compiled to inform developers how to achieve that objective pursuant to the provisions of the NPPF (paragraph 153).

² www.gosport.gov.uk/localplan2029

³ Ministerial Statement, 10th January 2011 by the Secretary of State for Communities and Local Government.

Who is this document for and how will it be used?

- 1.6 This document is for any person or organisation proposing new development, or changes to existing buildings and spaces, which will generate or change the car parking needs of users or visitors, or significantly changes the nature or distribution of car parking. It will apply to changes of use, sub-divisions and from minor extensions through to comprehensive new development.
- 1.7 It informs developers of the required parking provisions and will be used by the Borough Council when assessing and determining planning applications. It seeks to ensure the delivery of adequate levels of parking to good design standards using best practise to meet the needs of development whilst protecting the interests of the highway user, the neighbouring community, businesses and services.



It is important to meet parking needs from the outset with the right number of spaces and through good design

Pre-application Advice

- 1.8 The Council welcomes an early dialogue with developers to ensure that there is an understanding of the parking issues in respect of a particular development. This allows for faster and more straightforward planning decisions to be made, and will ensure that the planning application will adequately address all relevant matters. Further information can be obtained from the following website:

<http://www.gosport.gov.uk/sections/your-council/council-services/planning-section/pre-application-advice/>

- 1.9 In many instances there is a requirement to prepare a Design and Access Statement which should include an assessment of the parking needs of the development with regard to the local context and justify the parking proposals with full regard to the objectives and standards of this SPD. Further information on when a Design and Access Statement is required and what should be included in it can be obtained from the following website:

<http://www.gosport.gov.uk/sections/your-council/council-services/planning-section/requirement-for-design-and-access-statements/>

- 1.10 For larger developments with significant traffic impacts a Transport Statement or Assessment will be required and the parking assessment may be included⁴.

- 1.11 Thresholds for the requirement of Transport Assessments (or Transport Statements) are detailed within the emerging Gosport Borough Local Plan 2011-2029 (Appendix 3), which are extracted from the DfT Guidance on Transport Assessment. Further details can be found at:

<http://www.dft.gov.uk/publications/guidance-on-transport-assessment/>



Where parking is inadequate residents will make their own provisions where any opportunity exists.



⁴ Department for Transport 2007. Guidance on Transport Assessment

2 PARKING PROBLEMS, POLICY OBJECTIVES & STANDARDS

Local Parking Problems

- 2.1 The past prescription of maximum standards has in many cases led to inadequate off-street parking provision within Gosport Borough. The failure to meet actual needs, and a false expectation that poor supply would reduce demand, has led to, or compounded parking problems for new and existing residents, businesses and highway users. In some cases developers have also found properties difficult to sell.
- 2.2 An inadequate off-street parking provision inevitably increases demand to park on-street. Where there is a lack of suitable space, or inadequate controls, excessive or inappropriate parking can occur which is harmful to the quality of the street and the environment, the amenity and convenience of residents and the function and safety of the highway.
- 2.3 The following problems related to parking are evident in many streets in Gosport:-
- a) ***Inadequate opportunities for existing residents, visitors, customers or employees to park on-street due to increasing competition for parking spaces.***

This is a common source of complaint and disharmony in the community. It can harm business and create local opposition to new development necessary to facilitate housing and economic growth. The ability to park in proximity to the home or services is valued by everyone and is critical to persons with mobility difficulties.

A lack of convenient parking can prejudice shops, business and services and result in social exclusion because people find it difficult to visit and support people in need.

On-street parking has limited capacity and the interests of existing occupiers and users of the highway therefore need to be better protected by ensuring new development meets its own needs.

- b) ***Obstruction to vehicular access and visibility at junctions and driveways.***

Excessive demand for on-street parking often leads to parking too close to junctions and points of access which can inconvenience and endanger all highway users, especially pedestrians, cyclists and motorcyclists

The pressure for residents or shoppers to park on-street has in many cases made it very difficult for the highway authority to introduce parking controls through Traffic Regulation Orders to maintain satisfactory levels of visibility and access.



Many existing streets are full to capacity which results in inappropriate parking.

c) ***Reduction of useable road space.***

Excessive parking on-street hinders the progress of through traffic and access to adjacent property. It adversely affects domestic and business deliveries, refuse collection and emergency services by reducing opportunities for vehicles to pass each other, manoeuvre and turn around in a convenient, efficient and safe manner.

d) ***Parking on footways and verges.***

Where parking is in short supply and roads are narrow parking on footways and verges is common place. This presents particular difficulties for people with impaired mobility and vision. It also degrades the appearance of streets; damages paving and landscaping, obstructs pedestrians, wheelchairs, push chairs and mobility scooters.



Damage to verges and obstruction of footways is a common problem

e) ***Obstacles to efficient public transport.***

Excessive on-street parking in some streets inhibits the efficient and reliable delivery of public transport. Parking in bus bays makes it difficult and potentially hazardous for some users to board and alight away from the kerb.



Parking at bus stops can be prevented through adequate parking provision, traffic regulation and good design of bus stops.

f) ***Under-Use of Garages***

Many garages in the Borough are located in rear access ways which do not afford adequate space for vehicles to access them. It is also evident that most garages are of insufficient size to provide both convenient access to cars and accommodate additional cycle and garden storage or other domestic uses. Cars parked on driveways in front of garages also make garaged vehicles inconvenient to use.

Garages are often counted as contributing to parking requirements, but in practise are not fully utilised which leads to parking over-spilling onto the street.

The Role of the Highway in Accommodating Parking

- 2.4 The role of the highway is to provide a convenient, efficient and safe environment for people travelling by all modes to go from one place to another. It also provides access to adjoining residences, shops, businesses and services, and permits loading and unloading of goods and passengers. These primary functions should not be compromised by on-street parking. The permitted level and duration of parking should be appropriate to the character and geometry of the road and its function in the street hierarchy. It should not be presumed that it is appropriate to fill all road side space to capacity.

- 2.5 The highway is not the property of adjoining residents and all people have equal rights to pass along it, and parking can be restricted by Traffic Regulation Orders. However historically planning consents have been granted for development which relies upon on-street parking to meet a proportion of parking need. New development proposals should not prejudice these existing users by competing for a finite on-street parking resource. Applicants should largely aim to meet parking needs within their development site.

The Core Objectives of the Parking Standards

- 2.6 With regard to the planning policies and the parking problems experienced within the Borough, the core objectives of this SPD are as follows:

To ensure that sufficient parking space is provided, distributed and allocated in a manner that prevents significant harm to the appearance, accessibility, structural integrity, function and safety of the highway with regard to the reasonable and lawful needs of all highway users.

- To ensure the proposed numbers of parking spaces and distribution are adequate to protect the amenity of existing residents and the needs of businesses and services, including the ability to park where necessary on the street in locations convenient to homes and premises.
- To encourage good and efficient design of parking places integral to the layout of the site and compatible with other design considerations.

Factors Affecting Car Ownership

- 2.7 Dwelling size and type are major factors determining car ownership levels. For example large detached houses will more likely to be inhabited by several people of driving age and by households with larger incomes.⁵ Conversely flats will generally have the highest level of single occupancy and lowest car ownership.
- 2.8 Tenure is another of several influences on household car ownership. Rented accommodation can have fewer cars than owner-occupied households in dwellings of similar size and type. However the potential for tenure to change over the life of a dwelling must be accounted for.

⁵ Communities and Local Government: Residential Car Parking Research: May 2007

- 2.9 Areas with good access to local services and transport will be attractive to people without cars and therefore the need for car parking in such areas may be less.

The Parking Standards

- 2.10 The Parking Standards as set out in Appendix A are a guide as to the minimum number of parking places likely to be required to meet the needs of various forms of residential and non-residential development.
- 2.11 The number of bedrooms in residential dwellings is used as an indicator of parking need. However this is a coarse measure because significant variation in car ownership can occur across dwellings of similar type.
- 2.12 For non-residential development various factors are used as indicators of parking demand across the broad range of Use Classes, but most commonly used factors are floor area or staff number.
- 2.13 The Parking Standards reflect the experiences within the Borough of past policies and standards, the public's views on those standards, and how they influenced local parking problems. They have been prepared with regard to research, guidance and good practise arising from government and other sources listed in Appendix C – References.

How to Apply the Parking Standards

- 2.14 The parking provisions at all development should aim to achieve the core objectives of the SPD. The Parking Standards cannot satisfy all circumstances and developers should consider if they are fully appropriate to individual applications. Increases or reductions may be considered in the Design and Access Statement or Transport Assessment with regard to relevant factors such as the nature and location of the development, the allocation of parking spaces (or not), visitor parking requirements, the function of the street and existing parking demands. These factors are discussed further in Parking Issues and Considerations below.
- 2.15 For example if a re-development of four 3-bed family homes is proposed on an existing street, each with two off-street parking places, the developer must consider if there is adequate spare capacity on-street for visitor's cars and the 3rd or 4th cars that may be owned by residents from time to time. The access and on-street parking needs of existing development must be taken into account along with the loss of on-street parking capacity due to the creation of new access. The function and safety of the street for highway users must not be prejudiced for example by the undue loss of

passing places or obstruction to visibility. Where there is inadequate capacity to fulfil the core objectives additional off-street parking will be required.

- 2.16 Where the proposed form of development is not adequately covered by the Parking Standards tables in Appendix A the developer should identify the needs of the development and justify the parking provision proposed. Developers may need to survey current car ownership and parking patterns at similar forms of development in the same or comparable localities to determine parking need.

Travel Plans

- 2.17 Travel Plans are a key tool to encourage use of sustainable travel modes and may in some circumstances reduce the need for parking spaces, particularly at accessible places of employment.
- 2.18 The NPPF states that all developments which generate significant amounts of movement should be required to produce a travel plan. The scale of development requiring travel plans is indicated in Appendix 3 to the emerging Local Plan 2011-2029.

3 PARKING ISSUES AND CONSIDERATIONS

- 3.1 The following issues must be taken into consideration when determining the parking provision:

Variable Demand and Flexible Parking Provision

- 3.2 The number of cars in residential development will depend upon the nature of the home and occupants who may change from single persons to couples, families, adult children living at home, 'empty-nesters' to retired occupants. There will be variable car ownership through the life of each dwelling commonly ranging from nothing to 2 vehicles, and increasingly 3 or 4 vehicles. Similarly, occupiers will change in non-residential developments, and will have differing parking needs. Parking proposals must therefore cater for the variable demands over time whilst making efficient use of land.

Off-Street or On-Street Parking?

- 3.3 Growth in car ownership has led to high levels of on-street parking in many parts of Gosport Borough, and most streets in older urban areas are full to capacity. Inappropriate on-street parking has also arisen in some newer developments with inadequate off-street car parking.
- 3.4 At new developments served by existing streets the parking needs of residents, employees and customers should generally be met by the provision of off-street parking places in order to maintain the proper function of the street, avoid harm to the users of the highway, the amenity of existing residents and the character of the street.
- 3.5 In the interests of achieving an efficient and flexible parking provision developments with new access roads of appropriate character and function may be designed to provide for a small proportion of resident or employee parking on-street, provided there is spare capacity. Spare capacity is space that is left after good provision has been made for the passage of traffic, access to premises, visitor parking, visibility, bus stops, landscaping, servicing requirements, convenient turning and passing places.
- 3.6 On-street parking places must be available at locations convenient for users and laid out in a manner which is integral to the street design. Road layouts, and where necessary parking controls, should aim to identify where it is, and it is not, appropriate to park.

Benefits of Unallocated Parking

- 3.7 Most home owners and occupiers aspire to private allocated off-street parking because it usually guarantees a parking place convenient to their home, and often in a position perceived to be secure. Allocated parking is the most practical and marketable arrangement for most low density development. However, due to limitations on available space and the desire for cost efficiency, it may not be practical to provide for the maximum parking need of every individual unit of development over time, and a small degree of parking overspill onto the street may be acceptable where there is spare capacity.



Two independently accessible off road spaces and a garage for storage meet most parking needs for up to 3 bed homes.

- 3.8 Unallocated shared car parking in off-street locations potentially affords more efficient use of parking space because as car ownership grows in some households it may decline in others. Accordingly the overall demand for the shared spaces, particularly in larger developments, is likely to remain more even and the parking provision can be nearer the anticipated average level of ownership over time. Unallocated parking in communal car parks is particularly suited to flats and other high density uses where car parking can be provided in locations convenient to multiple users. Lower residential parking standards are indicated in Appendix A for unallocated parking, compared to allocated parking, to reflect the greater efficiency and flexibility of communal shared use.



Unallocated shared parking and shared cycle store

- 3.9 Where a mix of allocated and unallocated parking is proposed it is necessary to ensure that the second and third cars of households do not prevent the parking of the only cars of other households. Where there is a mix of allocated and unallocated parking all homes should have at least one allocated space and all users must also be able to park in locations convenient to their homes.

Visitor Parking

- 3.10 It is important that sufficient visitor parking places are available to enable social activity and the convenient support and care of residents. Developers must consider the required quantum and distribution.
- 3.11 Research⁶ has shown that an extra 0.2 spaces per dwelling is required to meet the likely visitor demand in residential developments with allocated parking spaces. Where there is demonstrable spare capacity on-street it will generally be acceptable to meet the needs of visitors on-street. Otherwise visitor parking will need to be accommodated by additional off-street parking.
- 3.12 In developments with car parks, developers should aim to include the appropriate number of visitor spaces within the car park if there is inadequate capacity on-street. In larger communal car parks with no allocation of spaces, less than 0.2 spaces per dwelling for visitors will be acceptable if it can be shown that sufficient resident cars will likely be absent when visiting takes place.

⁶ English Partnerships 2006, Car Parking What Works Where



Consider visitor parking needs

- 3.13 At developments with security gates, permit parking schemes or parking charges, appropriate provisions must be made to enable safe access and convenient visitor parking, servicing and deliveries.
- 3.14 Visitor parking provision, particularly in Gosport town centre, may take account of good accessibility by public transport. However the likelihood of visitors using public transport as an alternative to the car needs to be demonstrated to justify reductions in the visitor parking provision.
- 3.15 Reduced visitor parking might also be permitted where existing public parking is available. Reductions in provision must be justified with regard to the location, capacity of the public parking, permitted parking periods and charges, and the likelihood of such parking remaining available.

Accessibility to Public Transport.

- 3.16 Gosport's bus services cover a limited range of destinations and nearly all public transport journeys to wider destinations in South Hampshire require interchange with other buses, ferry and rail. The practicality, convenience and cost of public transport for commuting and other social and domestic trips is such that most households will aspire to have a car at home for the foreseeable future. Households may use sustainable modes for some trips but will likely want cars for others, for which there must be parking space.
- 3.17 Reductions in residential car parking provisions on the grounds of good accessibility to public transport will be considered, but developers must provide evidence to justify the degree of reduction proposed.

Reduced Parking Standards in Gosport Town Centre

- 3.18 The availability of car parking influences where people choose to live. People without a car are most likely to select a home without a parking place, and will prefer a location well served by public transport, local shops and services. Lower parking provision in these locations is therefore a reflection of lower demand. In contrast households with cars are more likely to choose suburban locations with more parking opportunities, particularly if they have more than one vehicle.
- 3.19 Gosport town centre offers significantly better access to public transport, shops and services than other areas of the Borough, and is therefore the most attractive location for households willing to live with low car ownership. Accordingly development with reduced car parking provision may be acceptable in the town centre. Developers will be required to provide evidence to demonstrate that parking proposals below the Parking Standards will meet the needs of the proposed development consistent with the core objectives of the SPD. An assessment of the parking demand of existing uses of a similar nature and location may be required to demonstrate that households will likely own fewer cars.

Use of Public Car Parks

- 3.20 Public car parks are provided to support the viability and vitality of the retail centres and for convenient access to leisure facilities and services. They are not generally intended for use as residential car parks and should not be relied upon to provide long stay parking or to remain available in the long term, though some may be suitable for visitors.

Parking for Business and Services in Gosport Town Centre

- 3.21 The parking provisions for customers and staff of proposed new town centre shops, services and businesses should have regard to the additional parking demands generated by the development and the spare capacity, location and duration of parking available in the existing public car parks. Consideration should be given to the proportion of linked trips (i.e. trips ancillary to existing visits) to determine the need for additional parking. Reliance should not be placed upon the retention of on-street parking or other public car parks.

Traffic Regulation Orders, Loading and Servicing Requirements

- 3.22 Developers should aim to minimise the need for parking controls through good design and provision of adequate off-street parking. However where parking is likely to prejudice the safety and function of the street the Council may require the developer to enter into an Agreement to fund Traffic Regulation Orders (TRO's), and traffic signs and markings.
- 3.23 Developers should consider in their Design and Access Statement the parking patterns likely to arise upon the street from existing and proposed uses and identify where it is necessary to restrict parking. Where necessary parking can be restricted by TRO's to maintain visibility, access, passing, turning and loading spaces. TRO proposals should be identified in the planning application.
- 3.24 Where waiting restrictions are critical, or other traffic management measures requiring TRO's are necessary to maintain a functional highway, the developer will need to discuss the requirements with the Highway Authority and demonstrate that satisfactory traffic management measures are likely to be delivered.

Residents Parking Schemes

- 3.25 The need for a parking permit scheme to safeguard on-street parking for existing or new residents indicates a failure to provide enough parking. Such schemes will not resolve an imbalance of supply and demand and may displace parking problems to adjoining streets. Civil parking enforcement is not in operation in the Borough of Gosport and such schemes are therefore impractical to police and unlikely to be supported as a means of enabling new development.

4 THE DESIGN OF PARKING PLACES

Parking to be Convenient

- 4.1 All parts of developments should be self-sufficient with regard to their parking provision with parking provided within reasonable walking distance. Developers must consider each part of larger developments separately to arrive at an appropriate parking allocation and distribution of spaces convenient to all users.

Layout and Access

- 4.2 Standards of access to parking places must comply with the guidance in Manual for Streets or other relevant current highway design standards⁷.
- 4.3 Developers will be required to demonstrate the layout of roads and parking places within the site are adequate for the convenient and safe parking, manoeuvring, loading and unloading of vehicles to fulfil the operational requirements of the proposed development. It may be necessary to provide vehicle tracking plots to demonstrate that lorries and other larger vehicles can manoeuvre and access parking places.
- 4.4 Parking may be provided in a variety of layouts including parking squares, homezones and shared spaces, both on-street and off-street. Further guidance on the layout of parking places in residential areas is provided in the Design Guidance: Supplementary Planning Document.

Turning Areas

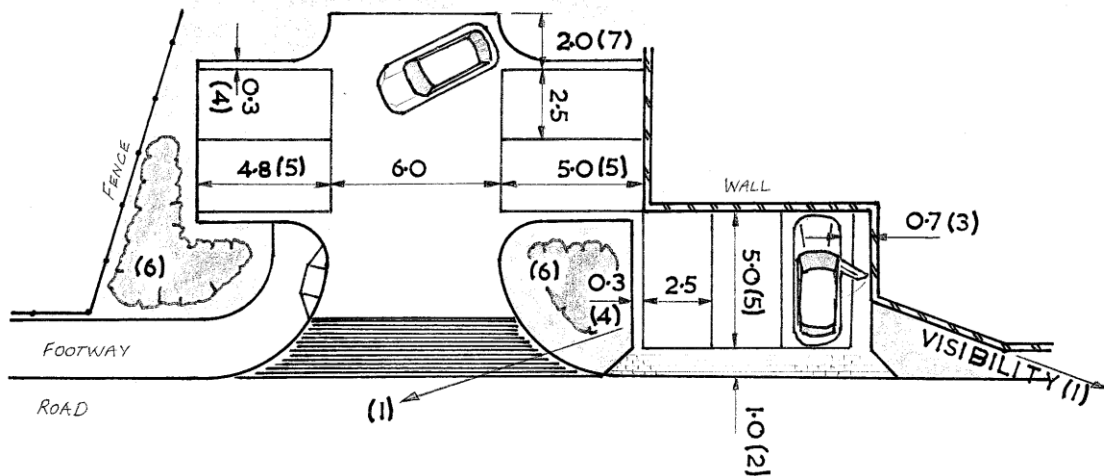
- 4.5 At all developments served by classified roads (A, B and C class roads), and others with potentially hazardous access, sufficient space must be provided to enable the required number and type of vehicles to park and turn around independently and enter the highway in a forward direction.
- 4.6 Should a developer propose to meet turning requirements with a turn table this will only be permitted when no other means of turning is deliverable. Appropriate planning conditions will be applied to any permission granted for turn tables to ensure they are available for use at all times, in order to maintain highway safety.

⁷ Department for Transport 2007, Manual for Streets

Size of Parking Spaces

Car Parks & Roadside Parking

- 4.7 The diagram below shows the minimum dimensions required for parking places. For many years the recommended minimum dimensions for a parking space were 4.8m by 2.4m, however these do not reflect the increase in the width of vehicles which has taken place since the standard was first set over 20 years ago. The Council now requires a minimum width of 2.5m.
- 4.8 In car parks where multiple spaces are laid out perpendicular to access roads or aisles a minimum road or aisle width of 6.0m is required. Alternative layouts such as parallel and herringbone parking have different space requirements and may be served by narrower roads or aisles. The aisle widths will need to be determined on a site specific basis and with regard to Manual for Streets⁸ or other current guidance.



Minimum Dimensions of Parking Places

- (1) Ensure adequate visibility between parking places road and footway
- (2) Offset spaces adjacent the road at least 1.0m
- (3) Provide sufficient space to open doors
- (4) Increase the width of 'end' parking bays by at least 300mm
- (5) Minimum width should be 2.5m and minimum length 4.8 or 5.0m adjacent boundaries.
- (6) Irregular layouts and soft landscaping help to reduce visual impact
- (7) Provide space at end of aisles to help vehicles initiate a turn.

⁸ Department for Transport, Manual for Streets 2007 (page 110).

- 4.9 Where cars are parked side by side the unused space in neighbouring parking places can be used to manoeuvre and allow passengers to embark. Where spaces are bordered by walls, fences or, landscaping (or otherwise restrained) they need to be enlarged above the minimum width by at least 300mm on each restrained side. Where the ends of spaces abut walls or other solid objects they must be lengthened to 5.0m.
- 4.10 Parking spaces on-street and in laybys parallel to the carriageway must be a minimum 6.0m in length and 2.25m wide.

Driveways and Other Domestic Parking Places

- 4.11 In domestic parking places there should be sufficient space around vehicles to allow convenient and safe loading and unloading and enable vehicle cleaning and maintenance. Accordingly it is recommended that driveways and parking places adjacent to homes should have a useable area not less than 3.3m by 6.0m.



Driveways should be at least 6.0m long

- 4.12 It should be possible to access both sides of parked vehicles and fully open vehicle doors on at least one side to provide convenient access for people with impaired mobility and parents with babies and young children.
- 4.13 There must be sufficient room to enable garage doors to be opened and bins, cycles and mobility scooters to be stored, or removed from adjacent garages or gardens without moving the car. Extra width should be provided where required to allow pedestrian access to the house.

Access and Visibility to Parking Places

- 4.14 Sufficient space must be provided to ensure vehicles can easily and safely enter and leave parking spaces and be parked without overhanging the footway or road.

- 4.15 There should also be adequate visibility between the parking space, footway and road to enable visibility between drivers and other highway users – particularly vulnerable users on the footway.
- 4.16 The access to driveways and other parking places should not be bordered by boundary treatments or landscaping which unduly restricts inter-visibility between vehicles and users of an adjacent footway or road.
- 4.17 Where parking places are perpendicular and adjacent the carriageway they should be offset at least 1.0m from the road edge to enable passing pedestrians and drivers to see a vehicle moving before potentially coming into conflict with it. This arrangement also allows passengers to load or unload the vehicle without standing in the road.



Parking spaces set back from the road.

- 4.18 Similarly parallel parking places should be wide enough to enable doors to be at least partially opened before encroaching on the carriageway

Under Croft, Basement and Covered Parking

- 4.19 In appropriate circumstances under croft, basement, multi-level and covered parking can be a useful way of reducing visual intrusion and land take. Due to the proximity of walls and pillars, spaces generally need to be larger than in normal surface car parks to ensure that vehicles can manoeuvre into them with reasonable ease, and doors and boots can be opened. Care also needs to be taken with gradients between levels to avoid vehicles grounding and enable access for people with mobility difficulties.
- 4.20 Lifts should be considered if there are multiple levels of parking.



This area is marked out for 4 cars but can only be used for two.

Minimum Size of Garages

- 4.21 Surveys for Manual for Streets in 2004 identified that only 44% of garages were used for parking at various sites in England⁹. Following a poll of 2000 UK drivers in 2012, Continental Tyres reported that *“fewer than 1 in 3 motorists ever use the garage space [for parking] as intended”*¹⁰.
- 4.22 Local observations support the Continental Tyres report and indicate that due to their size or convenience of access most existing garages are only used for storage. Accordingly garages will only be counted towards the off-street parking provision where they are large enough to conveniently accommodate cars and cycle parking. Or, alternatively, provision for cycle parking is made elsewhere within the property.
- 4.23 Garages will only be accepted as a car parking space and cycle store if they are at least 7.0 metres long and 3.2 metres wide internally, and have a door width of at least 2.4metres. These dimensions provide sufficient space to access a car and a reasonable amount of space for cycle, garden and domestic storage. In order to access cycles without the need to remove the vehicle a personal side door may be necessary towards the rear of the garage with an external access route.

⁹ Department for Transport 2007. Manual for Streets.

¹⁰ http://www.continental.com/generator/www/uk/en/continental/automobile/themes/press_services/hidden/2012_pr_170912_garage_en.html



These garages are too narrow for a car and the driveway is too short to allow convenient access for cycle storage.

- 4.24 Where there is alternative convenient covered and secure cycle parking, garages 6.0m in length and 3.2m wide with a door at least 2.4m wide will be accepted as a parking space.
- 4.26 The conversion of garages to form additional habitable rooms reduces the amount of parking and storage available. Where garages contribute to the car parking or cycle parking provisions of a site, planning conditions will be applied to ensure they are kept available for that purpose.

Tandem Parking

- 4.27 The parking of two or more vehicles in a line can require vehicles to be “shuffled” and temporarily parked elsewhere. This can be inconvenient and may deter the full use of the available off-street parking capacity in favour of some parking on-street. Tandem parking is not acceptable in car parks and parking courts and it is recommended that independently accessible spaces are provided wherever possible.
- 4.28 Developers should ensure sufficient temporary on-street parking space is likely to be available to enable vehicles to be shuffled without unduly disrupting other users of the highway. An additional parking provision should also be made to compensate for the increased risk of overspill. It is recommended that an additional 0.25 un-allocated spaces should be available on-street for every tandem pair (i.e. one additional on-street parking place for every four dwellings with tandem parking), which will act as a shared parking resource.

- 4.29 Where driveways with a single point of access can accommodate 2 or more cars parking in line, generally no more than 2 spaces will be counted towards the parking provision. Where a single width garage contributes to the vehicle parking allocation and is served by a single width driveway, generally no more than 2 spaces in total will be counted.



Spaces need to be useable. This large town house potentially has 4 parking places and a garage, but in practise the space is used by 3 cars and there is overspill onto the footway.

Parking for People with Mobility Difficulties

- 4.30 In residential development the parking and site layout must permit access to the property for persons with mobility difficulties, using wheelchairs or mobility scooters, and for prams and cycles.
- 4.31 Parking spaces for disabled people need to be of a suitable size and, where in public use, marked out in accordance with Inclusive Mobility¹¹, the Lifetime Homes Design Guide¹², Traffic Advisory Leaflet 05/95¹³, or later guidance. At dwellings with off-street parking at least one parking space must be at least 3.3m wide and enable wheelchair access to, and where necessary, past a vehicle.
- 4.32 In car parks for public, business or communal residential use 5%¹⁴ of parking spaces should be provided in convenient locations and of appropriate size and layout for use by disabled people. In forms of development that are likely to have an above average proportion of people with mobility difficulties, such as dwellings for the elderly, more spaces may be required.

¹¹ Department for Transport 2005, Inclusive Mobility

¹² Lifetime Homes Design Criteria;

¹³ Department for Transport 2005, Traffic Advisory Leaflet 05/95: Parking for Disabled People

¹⁴ Hampshire County Council 2002. Hampshire Parking Strategy and Standards

5 CYCLE, MOTORCYCLE, ELECTRIC & COMMERCIAL VEHICLE PARKING REQUIREMENTS

- 5.1 The NPPF requires the transport system to be balanced in favour of sustainable modes which includes cycles, motorcycles and electric vehicles.

Cycle Parking

- 5.2 Cycle use is promoted within the Hampshire's Local Transport Plan 2011-2031 (LTP) and within the Gosport Borough Local Plan Review and emerging Gosport Local Plan. The provision of good quality secure cycle parking as an integral part of new development is essential to enable cycle ownership and encourage cycling.
- 5.3 Appendix A sets out the number of parking places required for long stay and short stay cycle parking. Appendix B provides more detailed advice on the design of cycle parking provision, and associated facilities.
- 5.4 The cycle parking standards have been informed by the Hampshire Parking Strategy and Standards (2002).
- 5.5 The cycle parking requirements for shops, services and leisure facilities in town centres and local shopping areas may be provided in cycle parks in public places which are open for communal use.

Motor Cycle Parking

- 5.6 As at the 31st December 2009 there were 1.3 million licensed motorcycles in Great Britain¹⁵ and the number of motorcycles in use for commuting is approximately 3% of the total number of cars.
- 5.7 Provision should be made for the parking of motorcycles and other powered two wheelers (PTWs) in all non-residential development and the number of spaces assessed on a site specific basis.
- 5.8 Motorcycles can be parked in smaller spaces with typically 2 bikes taking one car space. Where practical dedicated motorcycle parking spaces should be provided to make efficient use of land and enable convenient access. Surface materials and gradients should have regard to the pressure exerted by motorcycle stands and the stability of the motorcycle when parked.

¹⁵ Department for Transport, Motorcycling Statistics Statistical Release December 2010

- 5.9 Motorcycle theft is a common problem that concerns most riders. The provision of carefully planned, secure parking facilities which provide for natural surveillance can help to reduce this concern. In car parks additional security should be afforded through the provision of lighting and security rails or other buried fixings to which motorcycles can be chained. For further guidance on motorcycle parking and security refer to Department for Transport Traffic Advisory Leaflet 02/02 : Motorcycle Parking.¹⁶



A chain alone will not stop a cycle or motorcycle being carried away in a van. For added security rails or grounds anchors are required in places where motorcycles park.

Electric Vehicle Parking

- 5.10 Road transport is responsible for over 90% of the UK's domestic transport emissions. The Government considers that low emission and plug-in vehicles offer the potential to reduce those emissions and thereby assist in delivering climate change targets, whilst still allowing people the mobility that they want and need¹⁷.
- 5.11 The Government is committed to growing the market for plug-in vehicles in the UK and recognises that safe, convenient and cost-effective recharging infrastructure is necessary to realise the potential environmental, economic and energy benefits.
- 5.12 The NPPF states that developments should be located and designed where practical to incorporate facilities for charging plug-in and other ultra-low emission vehicles.

¹⁶ Department for Transport (March 2002). Traffic Advisory Leaflet 2/02: Motorcycle Parking.

¹⁷ Department for Transport, Office for Low Emission Vehicles, 2011, Making the Connection – The Plug In Vehicle Infrastructure Strategy.

Electric Vehicle Charging

- 5.13 Recharging at home, at night, will be the most convenient and practical option for drivers. It will maximise the environmental and economic benefits of plug-in vehicles by using cheaper off peak, lower carbon night-time electricity generation and will make the best use of available electricity supply capacity.
- 5.14 The Government is exploring the inclusion of voluntary standards in the Code for Sustainable Homes for vehicle recharging infrastructure in new domestic developments. The Council encourages developers to include charging facilities for electric vehicles at all properties with off-street parking in accordance with current standards and codes of practice as and when they become available.
- 5.15 The Government is also promoting 'smart metering' in Great Britain which includes functionality to allow vehicle recharging when it is cheapest for consumers and the energy supply system. This will require appropriate technology in the charge point or plug-in vehicle.
- 5.16 A plug-in vehicle represents the largest electrical appliance in a household (drawing more power than a cooker or power shower) and The Institution of Engineering and Technology is producing a Code of Practice to advise how safe plug-in vehicle recharging installations should be delivered. All new homes should incorporate a suitable electricity circuit to enable the convenient fitting of a charging point.
- 5.17 Home recharging should be supported where practical by workplace recharging infrastructure to enable commuting employees to top up vehicles. Charging points should also be provided where appropriate to support the use of electric company vehicles.
- 5.18 The use of dedicated vehicle recharging units enabling faster recharging is encouraged for the workplace and recommended at home.
- 5.19 A supplementary note on charging facilities for electric vehicles will be published by the Council as and when the Government provides more definitive guidance.

Commercial Vehicle Parking

- 5.20 Commercial and retail premises and other uses requiring regular commercial vehicle access vary considerably in nature within the planning use classes. A range of vehicles will be used for deliveries and servicing with a variety of loading, unloading, short and long stay parking requirements. It is therefore not possible to prescribe in these standards the number or size of parking spaces required or the access requirements.
- 5.21 Developers must evaluate the individual operational requirements of each development proposal and justify the proposed number and size of spaces in the Design and Access Statement having regard to prospective occupiers, present and future. Pre-application discussions are recommended with both the Borough Council as the Local Planning Authority and Hampshire County Council as the Highway Authority.
- 5.22 Parking provisions should seek to minimise on-street waiting to avoid interference with the safety and function of the highway. Site access roads and commercial vehicle parking areas must enable vehicles to enter, circulate load, unload and exit the site safely and with reasonable convenience. Developers should demonstrate the practicality of layouts with tracking plots. In the interests of road safety reversing onto the highway should be avoided.
- 5.23 Where delivery or servicing requirements of a development cannot be met on-site there may be circumstances where it is appropriate to permit loading and unloading from the street. Where required the developer will be expected to fund TRO(s) for waiting or loading restrictions and the signs and road markings, and where appropriate work to the highway – for example the construction of a lay-by.

APPENDIX A – PARKING STANDARDS

- 1 The following tables set out the minimum parking requirements which developers should aim to meet. (Each table must be read in conjunction with the notes below it).
- 2 It should not be assumed that parking provisions meeting the standards are automatically acceptable. The parking provision should also be considered in the context of the individual application and against the core objectives of this SPD :-

- To ensure that all new development is provided with sufficient convenient parking to meet its reasonable needs in the present and foreseeable future, including adequate parking provision for cycles, motorcycles and, where appropriate, goods vehicles.
- To ensure that sufficient parking space is provided, distributed and allocated in a manner that prevents significant harm to the appearance, accessibility, structural integrity, function and safety of the highway with regard to the reasonable and lawful needs of all highway users.
- To ensure the proposed numbers of parking spaces and distribution are adequate to protect the amenity of existing residents and the needs of businesses and services, including the ability to park where necessary on the street in locations convenient to homes and premises.
- To encourage good and efficient design of parking places integral to the layout of the site and compatible with other design considerations.

Variations in standards will be considered where justified by the Design and Access Statement or Transport Assessment and having regard to experience of similar developments in comparable locations.

- 3 Additional parking provision must be made for visitors and for tandem (in-line) parking in accordance with the advice contained in the Parking Issues and Considerations section of this document.
- 4 Where developments incorporate more than one land use sharing parking facilities, e.g. a warehouse containing a large office or a public house containing a restaurant, the parking provision applicable to each must be provided. In mixed-use development where separate uses operate at different times of the day reduced standards may be acceptable.
- 5 Floor areas quoted in the standards relate to Gross External Area unless otherwise stated¹⁸.

¹⁸ Gross External Area is defined as the total external area of a property including the thickness of the external walls

- 6 Where the application of the car parking or cycle parking standards give rise to a fraction of a space values of 0.5 or greater should be rounded upwards e.g. 10 units at 1.25 spaces per unit requires a minimum of 13 spaces.
- 7 Appendix B provides further information on cycle parking and a description of requirements for long and short stay facilities.

Table 1a – General Residential

Type of Dwelling	Car parking standard			Cycle parking standard	
	Allocated (Notes 2 & 3)	Unallocated 10 + Units (Note 1,2 & 4)	Unallocated < 10 Units (Note 1,2 & 4)	Long stay (Note 5)	Short stay
1 bed units	1 space per unit	0.8 spaces per unit	0.9 spaces per unit	1 space per unit	1 space per unit
2 bed units	2 spaces per unit	1.25 spaces per unit	1.5 spaces per unit	2 spaces per unit	
3 bed units	2 spaces per unit	1.5 spaces per unit	1.75 spaces per unit	3 spaces per unit	
4+ bed units	3 spaces per unit	2.25 spaces per unit	2.5 spaces per unit	4 spaces per unit	

NOTES:

1. The unallocated standards should be used for communal parking areas shared between several dwellings without any allocation of spaces to specific dwellings.

2. An additional 20% of the required number of spaces must be provided for visitors off-street or, where there is demonstrable capacity, in whole or part on-street.

3. All allocated parking must be off-street. Where allocated parking is in tandem an additional 0.25 un-allocated spaces must be provided on or off-street for every tandem (in-line) pair

4. For developments served by suitable streets a small proportion of the required number of parking places may be met through unallocated parking on-street. Where a development is to be served by mix of allocated and unallocated parking there must be at least one allocated space for every unit as.

5. Where cycle parking is provided in communal stores reductions in the number of spaces may be permitted where justified by the Design and Access Statement or Transport Assessment. In developments for the elderly cycle parking may be appropriate at a lower standard. However parking provision and charging facilities for mobility scooters and wheelchairs must be considered.

Table 1b – Extra Care Housing, Residential Care Homes and Nursing Homes

Type	Car parking standard	Cycle parking standard	
		Long stay	Short stay
Extra Care Housing	1 space per 2 units	1 space per 2 units	1 space per unit
Residential Care Homes and Nursing Homes	1 space per 4 residents 1 space per residential staff 2 spaces for every 3 non-residential staff	1 space per 6 staff. Min'm of 2	1 space per 6 residents. Min'm of 2

NOTE:

All Extra Care Housing, Residential Care Homes and Nursing Homes or housing for disabled people must make provision for convenient, covered and secure parking for mobility scooters and wheelchairs and provide charging facilities. The number of spaces must be considered in the Design and Access Statement or Transport Assessment.

Table 2 - Commercial Development

Type	Car parking standard (Note 1 & 3)	Cycle parking standard	
		Long stay (Note 2)	Short stay
B1(a) office	1 space per 30 sqm (Note 1)	1 space per 150 sqm	1 space per 250 sqm
B1 (b)(c) high tect/light industry	1 space per 45 sqm	1 space per 250 sqm	1 space per 250 sqm
B2 general industrial	1 space per 45 sqm	1 space per 350 sqm	1 space per 350 sqm
B8 warehouse	1 space per 90 sqm	1 space per 500 sqm	1 space per 500 sqm

NOTES:

1. The Council may consider the use of a planning condition or planning agreement to restrict changes of use permitted under the GPDO between classes or sub class of commercial development to ensure appropriate levels of parking are provided.
2. Long-stay cycle parking must be at the rate indicated or 1 space per 6 staff, whichever is the greater.
3. The developer must determine the commercial vehicle parking standards on the merits of individual applications in his Design and Access Statement or Transport Assessment.

Table 3 - Retail Development

Type	Car parking standard (Notes 1 & 2)	Cycle parking standard	
		Long Stay	Short stay
Non-food retail and general retail (covered retail areas)	1 space per 20 sqm covered area	Greater of 1 space per 6 staff or 1 per 300 sqm Min'm of 2	1 space per 100 sqm
Non-food retail and general retail (uncovered retail areas)	1 space per 30 sqm uncovered area	Greater of 1 space per 6 staff or 1 per 300 sqm Min'm of 2	1 space per 100 sqm
Food retail	1 space per 14 sqm covered area	Greater of 1 space per 6 staff or 1 per 300 sqm Min'm of 2	1 space per 100 sqm

NOTES:

1. Where petrol stations have a shop the parking requirement must be considered under the appropriate retail category and the parking provision must be justified by the Design & Access Statement with regard to the size, nature and layout of the station & shop. If parking spaces at the petrol pumps can be readily accessed without movement of other vehicles they may be counted as one space each, but at least two spaces must be provided away from the pumps. At stations with an ATM one additional space must be available away from the pumps.
2. The developer must determine the commercial vehicle access and parking requirements on the merits of individual applications in his Design and Access Statement.

Table 4 - Education Establishments

Type	Car parking standard for staff & visitors	Cycle parking standard		
		Long stay for staff	Short stay for visitors	Long stay for pupils & students
Primary Schools	1 space per teaching staff plus 2 spaces per 3 non-teaching staff, full or part-time (Notes 2, 3, 4, 6, 9 & 11) (Teaching staff comprise class and head teachers permanently based at the school. Teaching assistants and visiting teachers are classed as non-teaching staff).	1 space per 10 staff full or part-time Min'm 2 (Notes 7 & 8)	(Notes 1 & 8) Min'm 4	1 scooter space per 10 pupils min 1 cycle space per 20 pupils min (Notes 1 & 8)
Secondary Schools				1 cycle space per 5 pupils min. (Notes 1 & 8)
Special Schools		(Note 1 & 8)	(Note 1 & 8)	(Note 1,8 & 10)
16+ Colleges and further education colleges	(Notes 1,2,3,4,5,6 & 9)	(Notes 1 & 8)	(Notes 1 & 8) Min'm 4	(Notes 1 & 8) Min'm 4
Day nurseries/ playgroups (private) and crèches	1.5 spaces per 2 full-time staff and 0.5 spaces per part time staff (Note 4, 6 & 9)	1 space per 6 full-time Staff. Min'm 2 (Note 8)	Min'm 4	

NOTES:

1. A Transport Assessment and / or school or college Travel Plan will be required to determine actual parking provision. For cycle parking there should remain the scope to provide additional parking in the future.
2. Where the school or college has community uses the need for additional parking provision must be determined on an individual basis in the Transport Assessment.
3. There will be a requirement for a bus/coach loading area on-site for secondary schools, special schools and colleges, unless otherwise justified.
4. The car parking provision for parents and guardians must be determined through a Transport Assessment.
5. The car parking provision for students must be determined through a Transport Assessment and / or college Travel Plan.
6. 5% of spaces provided for staff and visitors must be suitable for disabled drivers, with a minimum of 1 space provided.

Parking SDP – Draft for Economic Development Board

7. Staff cycle parking to be provided at a location separate from pupil parking.
8. All cycle parking must be close to pedestrian access points to buildings and consist of “Sheffield” type stands (1 stand provides two spaces). Scooter parking can be provided using pods or other approved methods.
9. Additional provision must be made for mini-buses kept at the establishment and for delivery vehicles, unless otherwise justified.
10. Cycle parking requirements for pupils should be informed by the nature of the special educational needs. It may be appropriate to provide parking facilities both for cycling to school and to store pool cycles for training purposes.
11. For secondary schools with sixth form pupils, the requirement for additional car parking for students must be assessed on a site specific basis through a Transport Assessment and / or college Travel Plan.

Table 5 - Health Establishments

Type	Car parking standard	Cycle parking standard	
		Long stay	Short stay
<p>Private hospitals, community and general hospitals, including:-</p> <p>Inpatient, day patient, outpatient or accident unit; locally based mentally handicapped units/ psychiatric units; ambulatory care units including day surgery/assessment/ treatment and administration & support services.</p>	<p>Parking standards for cars and cycles to be determined through a Transport Assessment and / or Travel Plan and supported by evidence of the parking need of existing development in similar circumstances.</p>		
Health centres doctors, dentist or veterinary surgery	4 spaces per consulting room	The greater of 1 space per 2 consulting rooms or 1 space per 6 staff	2 spaces per consulting room

Table 6 - Care Establishments – Public and Private

Type	Car parking standard	Cycle parking standard	
		Long stay	Short stay
Day centres for older people, adults with learning/ physical disabilities	Staff: 1 space per 2 staff. Visitor: 1 space per 2 clients plus 1 space for dropping off. (Note 1)	1 space per 6 staff Min'm of 2	1 space per 8 clients. Min'm of 2.
Homes for children	1 space per residential staff, 2 for every 3 non-res staff. Visitor: 0.25 space per client (Note 2)	1 space per 6 staff Min'm of 2	1 space per 8 residents Min'm of 2.
Family centres	Staff: 1 space per 2 Staff. Visitor: 1 space per 2 clients (Note 1)	1 space per 6 staff Min'm of 2	1 space per 8 clients. Min'm of 2
Residential units for adults with learning or physical disabilities	1 space per residential staff, 2 for every 3 non-res staff. Visitor: 0.25 spaces per client (Note 2)	1 space per 6 staff Min'm of 2	1 space per 6 residents Min'm of 2
Residential Care Homes and Nursing Homes	See Residential Standards (Table 1b)		
Day nurseries/ playgroups (private)	See Education Standards (Table 4)		
Hostels for the Homeless	1 space per resident staff. 0.5 spaces per non-resident staff. (Note 1) Plus 1 space per 4 residents for residents and visitors	1 space per 6 staff. Min'm of 2	1 space per 8 residents Min'm of 2

NOTES:

1. Staff applies to full-time equivalent member of staff.
2. Applies to non-residential staff on duty at the busiest time. The figures are based on the maximum number of children for which the group is licensed or the client capacity of the centre.

Table 7 - Leisure Facilities and Places of Public Assembly

Type	Car parking standard	Cycle parking standard	
		Long stay	Short stay
Hotels/motels/ guest house/ boarding houses	1 space per bedroom (Note 1 & 6)	Greater of 1 space per 6 staff or 1 space per 40sqm Min'm of 2	1 space per 5 Bedrooms. Min'm of 2
Eating and drinking establishments	1 space per 5sqm dining area/bar area/ dance floor (Note 2 & 6)	Greater of 1 space per 6 staff or 1 space per 40sqm Min'm of 2	1 space per 10sqm. Min'm of 2
Cinemas, multi-screen cinemas, theatres and conference facilities	1 space per 5 fixed Seats (Note 6)	Greater of 1 space per 6 staff or 1 space per 40sqm Min'm of 2	1 space per 10sqm Min'm of 2
Bowling centres, bowling greens	3 spaces per lane	Greater of 1 space per 6 staff or 1 space per 40sqm Min'm of 2	1 space per 10sqm Min'm of 2
Sports halls	1 space per 5 fixed seats and 1 space per 30sqm playing area	Greater of 1 space per 6 staff or 1 space per equivalent badminton court Min'm of 2 (Note3)	2 spaces per equivalent badminton court (Note 3)
Swimming pools, health clubs/ gymnasia	(Note 5)	Greater of 1 space per 6 staff or 1 space per 40sqm Min'm of 2	1 space per 10sqm
Tennis courts	3 spaces per court	Greater of 1 space per 6 staff or 1 space per 5 courts or pitches Min'm of 2	2 spaces per court. Min'm of 4
Squash courts	2 spaces per court	Greater of 1 space per 6 staff or 1 space per 5 courts or pitches Min'm of 2	1 space per court. Min'm of 2

Parking SDP – Draft for Economic Development Board

Playing fields	12 spaces per ha of pitch area	Greater of 1 space per 6 staff or 1 space per 5 ha of pitch area. Min'm of 2	1 stand per ha of pitch area
Golf courses	4 spaces per hole (Note 4)	(Note 5)	(Note 5)
Golf driving ranges	1.5 spaces per tee/bay	(Note 5)	(Note 5)
Marinas	0.9 spaces per berth (Note 6)	(Note 5)	(Note 5)
Places of worship/ church halls	1 space per 5 fixed seats and 1 space per 10sqm open hall	The greater of 1 space per 6 staff or 1 space per 40 sqm	1 space per 10sqm
Stadia	(Notes 5 & 6)	The greater of 1 space per 6 staff or 1 space per 40 sqm	1 space per 10sqm

NOTES:

- Other facilities, e.g. eating/drinking and entertainment are treated separately if they are available to non-residents.
- Where these serve heavy commercial vehicles (HCVs), e.g. transport cafes, provision will be needed for HCV parking in addition to the parking required to service the establishment.
- A badminton court area is defined as 6.1 x 13.4m.
- Other facilities, e.g. club house, are treated separately.
- No standards are set for this category. Each application must be considered individually as part of the Design and Access Statement or a Transport Assessment.
- The developer must determine the commercial vehicle access and parking standards on the merits of individual applications in his Design and Access Statement or Transport Assessment.

Table 8 – Miscellaneous Commercial Development

Type	Car parking standard	Cycle standard	
		Long stay	Short stay
Workshops - staff	1 space per 45 sqm	1 space per 8 staff or 1 space per 250 sqm (Note 1)	1 space per 250 sqm
Workshops – customers	3 spaces per service bay	-	-
Car sales – staff	1 space per full time staff (Note 2)	1 space per 8 staff or 1 space per 250 sqm (Note1)	1 space per 250 sqm
Car sales – customers	1 space per 10 cars on display		

NOTES:

1. Whichever is the greater of these standards.
2. Full-time equivalent staff.

APPENDIX B – GUIDANCE ON CYCLE PARKING PROVISION

General Requirements:

- 1 Cycle parking and storage facilities for all types of development should be designed with regard to the following.

The parking facilities should be:

- **Conveniently Located** for trip origin and destination. Cycling activity competes better with car access where its location is clearly more convenient than equivalent car parking.
- **Easy to Use** so enabling cycles to be secured quickly and easily to the available stand or easily parked within a secure building or shelter.
- **Secure structures well located** where the cycle parking area benefits from natural surveillance by nearby occupied developments, is situated close to well used thoroughfares or comes under the coverage of a local security camera system. The locations designated for cycle parking should be in areas that are well lit to reduce the likelihood of vandalism or theft and improve the cyclist's personal security, especially vulnerable people.
- **Covered** This is particularly important for overnight (residential) and long-stay (all day) parking at places of employment and at transport interchanges. Ideally residential parking storage should place cycles out of view.
- **Of Good Quality** This is an essential element to the success of the cycle as a viable alternative to the private car. The intention should be to encourage the ownership and use of good quality cycles that are both reliable and easy to use.

- 2 Cycle parking is divided into two types – long stay and short stay

Long Stay Cycle Parking

- 3 Generally, this type of provision must be designed to offer secure covered parking for longer stays of six hours or more and is most commonly required for residential overnight use and for staff at employment locations.

- 4 The parking standards provide guidance on minimum levels of long stay cycle parking required for different types of residential property.
- 5 Garages can provide suitable long-stay storage for cycles, however for a garage to be accepted as a store for both a car and cycles it must measure at least 7.0 metres x 3.2 metres internally.
- 6 Where development proposals result in the conversion of an existing garage to habitable rooms, the submission must include re-provision of any cycle store to an appropriate design.
- 7 For employment / commercial uses and residential apartments and the like, a purpose built communal store is generally recommended. On large developments multiple stores may be necessary to achieve a convenient walking distance.
- 8 Access to the cycle parking stores should be strictly controlled for security purposes, and ideally through a “key-card” system or through the controlled issue of keys to registered cycle users known to the employer or site manager.
- 9 To encourage cycle use for commuting to and from work (a 3 mile cycle ride would usually take around 20 minutes) it is good practise to provide facilities for the rider as well as the cycle at work places. Such facilities should include:
 - Showers with changing areas (for both male and female)
 - Storage and drying areas for clothes and other personal belongings (e.g. safety helmets)

Short-Stay Cycle Parking

- 10 Short-stay cycle parking is primarily aimed at visitors to all types of uses. It should meet parking needs of up to half a day and is required for both residential and non-residential land-uses.
- 11 Short stay parking does not have to be covered, but it must be convenient to the development and enable a range of cycle types to be secured.

Design of Racks and Stores

- 12 Stores must have an external lock and internal lighting. They must provide sufficient space to manoeuvre cycles, and ideally utilise an outward opening door to facilitate convenient access.
- 13 When using cycle racking systems it is important to ensure cycles are not stored too closely together so they become entangled. It is essential in communal stores that the design and spacing of racks or stands enables individual owners to secure the cycle frame and at least one wheel to the rack. A spacing of at least 700mm is desirable.
- 14 Racks must be able to safely hold a range of cycle types with various tyre widths and wheel diameters without risk of damage to rims, including when pushed or subject to high winds.

APPENDIX C - REFERENCES

The following documents were used as references and sources of guidance in the development of the Parking: Supplementary Planning Document:

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<http://www.publications.parliament.uk/pa/cm201011/cmhansrd/cm110110/wmstext/110110m0001.htm>

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Car Parking: What Works Where.
<http://collections.europarchive.org/tna/20100911035042/http://englishpartnerships.co.uk/qualityandinnovationpublications.htm>

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Spaced Out: Perspectives on Parking Policy – Report prepared by John Bates and David Leibling.
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The Chartered Institute of Highway & Transportation / Institute of Highway Engineers.
Guidance Note: Residential Parking
http://theihe.org/news/uploads/res_parking_April_V2.pdf

Continental Tyres (2012).
Garage No More – Clutter leaves car on the street (News Article / Research)
http://www.continental-tyres.co.uk/www/tyres_uk_en/themes/press_services/hidden/2012_pr_170912_garage_en.html

National Statistical Information:

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<http://www.ons.gov.uk/ons/guide-method/census/2011/index.html>

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Pre-application advice - The need for planning permission and informal opinions on proposals.

<http://www.gosport.gov.uk/sections/your-council/council-services/planning-section/pre-application-advice/>

Requirement for Design and Access Statements from 10th August 2006

<http://www.gosport.gov.uk/sections/your-council/council-services/planning-section/requirement-for-design-and-access-statements/>

Board/Committee:	Economic Development Board
Date of Meeting:	19th June 2013
Title:	Town Centre Streetscape Improvements
Author:	Chief Executive
Status:	For Information

Purpose

The purpose of this report is to advise Members of a successful £85,000 funding bid submitted to the Partnership for Urban South Hampshire (PUSH) to support streetscape and signage improvements in Gosport Town Centre.

Recommendation

That Members note the report

1.0 Background

- 1.1 In 2012, a Gosport Town Team was established by the Council with a broad remit to plan and implement a range of initiatives that will encourage uptake of empty units, stimulate footfall and help facilitate continuing and sustainable investment in the Town Centre and wider waterfront regeneration area.
- 1.2 The establishment of the Town Team coincided with an award of £100,000 from the Government's High Street Innovation Fund (HIF). Wherever possible, match funding and additional funds are being sought to complement and extend the impact of the HIF monies and associated initiatives.
- 1.3 In April 2013 an opportunity arose for the Council to submit a funding proposal to PUSH, with the aim of securing additional monies to help facilitate streetscape and environmental improvements in the Town Centre. (The latter was identified as a priority by over 80% of respondents to the Town Centre Survey undertaken during autumn 2012, with 47% of the 1100 respondents identifying the use of public spaces and signage as a particular concern.)
- 1.4 On 7th June 2013 confirmation was received from PUSH that the funding proposal has been successful and that £85,000 has been awarded to the Council to implement a range of improvements in line with those outlined in the funding proposal.

2.0 Funding Proposal

- 2.1 Attached at Appendix A is a summary of the proposal submitted to PUSH, including details of expected outputs and outcomes.
- 2.2 Potential match funding from a number of sources has been identified, bringing the total anticipated value of the proposed works to £170,000.
- 2.3 One important element of the match funding is the investment being made in signage improvements through the implementation of a Wayfinding scheme in Gosport Town Centre. The scheme, an initiative of Hampshire County Council, will see the installation of new high quality signage in Gosport Town Centre later this year. (Further Information on the Wayfinding scheme is provided at Appendix B.)
- 2.4 Acknowledging that all PUSH monies need to be spent by 31 March 2014, officers will be working with partners to develop detailed proposals and ensure completion of works within this timeframe. Further information on detailed works and timescales will be provided to Members in due course.

3.0 Resource Implications

- 3.1 Staff resource will be required to oversee the development, contracting and implementation of detailed proposals funded by the PUSH monies. This requirement will be met primarily by staff from the Council's Economic Prosperity, Tourism & Culture section, with specialist input sought from GBC colleagues and partners as required.
- 3.2 There are no direct financial implications for the Council at this stage, although it is proposed that planned capital expenditure in the Town Centre, including the replacement of interpretation boards, be incorporated within the programme of detailed works and recorded as match funding.

4.0 Risk Assessment

- 4.1 The award of funds from PUSH will require the submission of quarterly monitoring reports. A programme of detailed works with associated timescales for completion will also need to be submitted prior to project commencement.
- 4.2 It should be noted that the release of PUSH funding is subject to the submission of quarterly claims, accompanied by the necessary supporting evidence to demonstrate that works have been satisfactorily completed.

- 4.3 The Head of Economic Prosperity, Tourism & Culture has experience of successfully managing PUSH and similar funding bids and the risk of non-compliance with these requirements is low.

Financial Services Comments:	See Paragraph 3.2
Legal Services Comments:	None
Service Improvement Plan Implications:	Contributes to EPT&C
Corporate Plan:	Contributes to Prosperity:
Risk Assessment:	See Paragraph 4.0 of this report
Background Papers:	N/A
Appendices/Enclosures:	Appendix A: Summary of PUSH Funding Proposal Appendix B: HCC Wayfinding Scheme Summary – Gosport Town Centre

HCC Wayfinding Scheme Summary

1. Project Outline

Following a successful bid to the Department for Transport's Local Sustainable Transport Fund (LSTF), Hampshire County Council has secured funding to deliver pedestrian wayfinding improvements in the main towns and cities across Hampshire.

The project is focused on delivering town/ city centre pedestrian wayfinding information improvements which will be delivered through a number of "on-street totem maps" and fingerposts located at key entry points (rail & bus stations, car parks) and at key decision points such as at major junctions with high pedestrian footfall. The intention is that for each of the chosen towns/ city across the county, the totems will follow a consistent mapping scale, layout, style and colour pallet, in line with best practice. The project is being led by Hampshire County Council (HCC) and the first phase is underway in Fareham, Gosport, Winchester, Eastleigh, Havant, Romsey and Totton. Basingstoke and Farnborough are to be included in the second phase.

The project is utilising best practice from elsewhere and, in particular, the "Southampton Legible Cities" project which Southampton City Council (SCC) has successfully delivered across its city centre. A similar system has also been implemented under the Legible London scheme at a number of locations around the capital. Research from elsewhere in the country has indicated that the provision of map based signage has increased levels of walking, which in turn can lead to major benefits for the economy, transport system and public health. The new signage in particular will provide:

A system for all: by highlighting a wide range of destinations; for residents, visitors and workers.

Mental mapping: fills in the common gaps in knowledge of what local facilities, services and attractions are accessible on foot within the town/ city centres.

Human scale: provides an estimate of walk times.

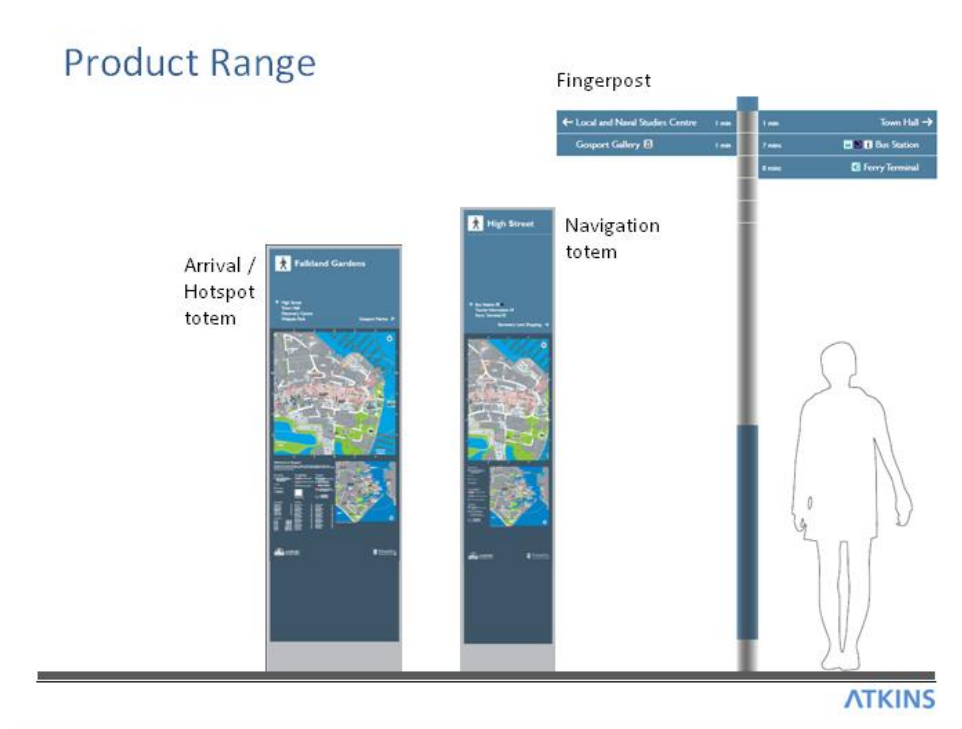
Encourages walking: a healthy and free form of exercise.

Accessible: shows accessible routes, steps, ramps and gradients.

2. Project Work to Date

Hampshire County Council has started working with Gosport, Fareham, Winchester, Eastleigh, Havant, Romsey and Totton in developing the wayfinding strategy, which includes identifying detailed sign placement, and production of new base mapping. Installation of the new signage will begin in the Autumn 2013 and be completed by

the spring 2014. Gosport forms part of the first phase of installation in Autumn/ Winter 2013. Basingstoke and Farnborough will be progressed later in 2014.



On-Street Totem Maps and Fingerposts