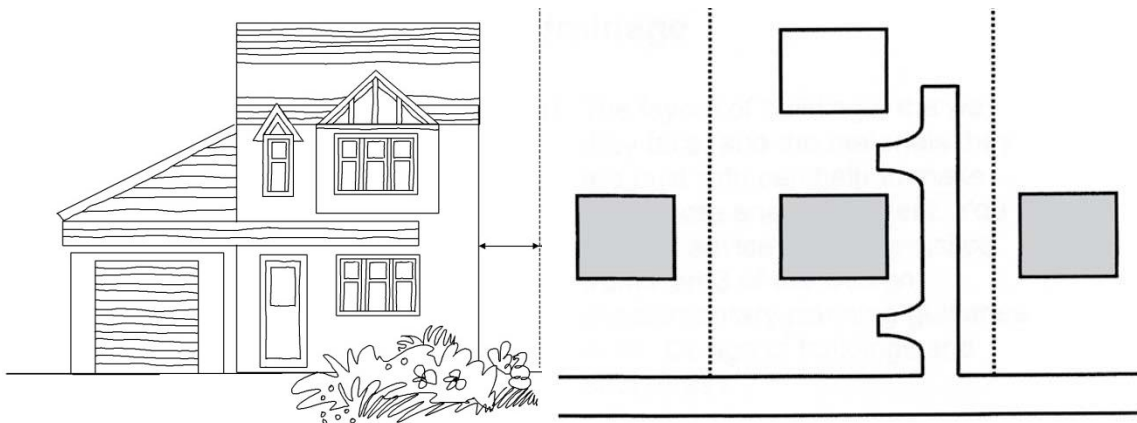
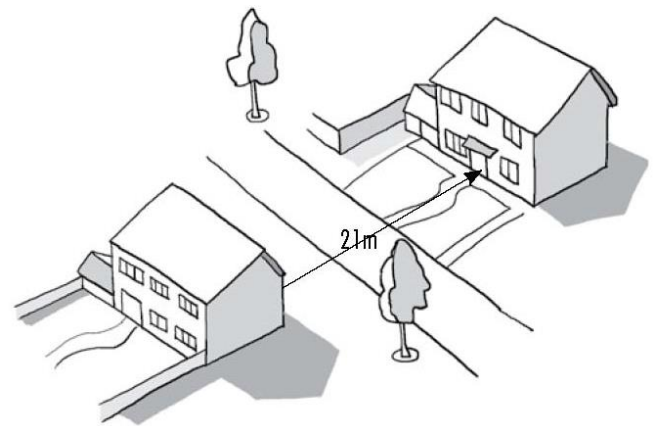
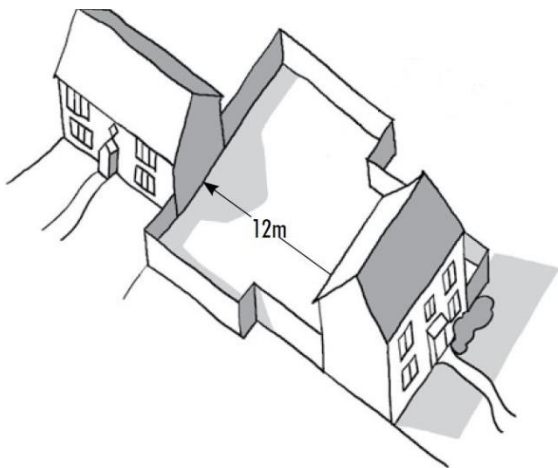


# DRAFT NEW HOUSING SUPPLEMENTARY PLANNING DOCUMENT OCTOBER 2015



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# 1. Introduction

## New Housing Supplementary Planning Document Stages

1.1 This document is a draft version of the New Housing Supplementary Planning Document (SPD); it is subject to 8 weeks consultation in accordance with Sefton Council's Statement of Community Involvement. Any comments on this draft document should be sent to [Local.Plan@sefton.gov.uk](mailto:Local.Plan@sefton.gov.uk) by the following date:

1.2 Comments made during this consultation will be summarised and the document may be amended to reflect relevant comments made. Following this a final version will be produced with a consultation statement (showing changes made as a result of consultation) These will be submitted to the council in order to officially adopt the document. When adopted this document will replace the existing New Housing development SPD (2003).

I. Issues and Content Consultation (April /May 2015)

II. Draft Consultation (Current stage) (October- December 2015)

III. Final version produced (taking on board relevant comments) (Winter/Spring 2016)

IV. Adoption of document (Spring /Summer 2016)

## What is a Supplementary Planning Document?

1.3 Supplementary planning documents are defined by Annex 2 of the National Planning Policy Framework as:

*"Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan."*

## Purpose of document

1.4 This document has been prepared in accordance with Paragraph 153 of the Framework which states that:

*"Supplementary planning documents should be used where they can help applicants make successful applications or aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens on development."*

1.5 The aim of the Supplementary Planning Document is to provide clear guidance to applicants, developers and other stakeholders on how the Council will deal with planning

applications for New Housing Development.\* The document sets out the principles and standards that new Housing developments should meet to ensure that that new developments are high quality and respect and enhance the surrounding area. As well as this SPD planning applications will also be assessed against the Sefton Local Plan (2016), in particular policy HC3- residential development and development in primarily residential areas.

*\*Please note that guidance relating to Houses in Multiple Occupations (HMO's) and Flats is set out in the Houses in Multiple Occupation (HMO) and Flats SPD.*

<http://www.sefton.gov.uk/planning-building-control/planning-policy/supplementary-guidance.aspx>

## Pre Application discussions

1.6 Sefton Council provides a Pre-Application service where you can obtain advice from Planning Officers before you make your application. Pre application discussions are encouraged and can provide an opportunity to address potential problems issues before submitting your application, thereby potentially reducing the chances of your planning application being refused. There is a charge for this service. Details on charges and what information is required are provided on the following webpage:

<http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/pre-application-advice-on-development-proposals.aspx>

1.7 In addition to Pre-Application discussions with Sefton Council planning department we recommended you consult with neighbours before submitting a planning application. This could identify potential problems which you may be able to overcome with a slight change to your scheme.

## Making a Planning Application

1.8 Information on how to apply for planning permission is available at the following webpages:

- <http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/how-to-make-a-planning-application.aspx>
- <http://planningguidance.planningportal.gov.uk/blog/guidance/making-an-application/>

## Planning Enforcement

1.9 If you don't apply for planning permission when required we may take enforcement action. The Council will take action where it is practical, reasonable, and necessary to do so in the wider public interest.

## Building Regulations

1.10 In addition to Planning Permission, New Housing developments require Building Regulations approval. Further information on this and on how to make a Building Regulations Application is available on the following webpage.

<http://www.sefton.gov.uk/planning-building-control/building-control/making-a-building-regulations-application.aspx>

## Conservation Area/ Listed Building Consent

1.11 If your proposed development is within a conservation area or would affect a listed building a greater range of developments will require planning permission. Please see the following webpages for more information:

- <http://www.sefton.gov.uk/planning-building-control/conservation-and-heritage/listed-buildings.aspx>
- <http://www.sefton.gov.uk/planning-building-control/conservation-and-heritage/conservation-areas.aspx>

## Trees

1.12 New housing development should consider adequate distances to mature trees and hedges, New housing development likely to affect a tree will require a tree survey as part of a planning application.

1.13 If your proposed development involves the removal of a tree or will affect a tree you may require TPO consent as some trees are protected by a Tree Preservation Order (TPO). It is an offence to cut down, lop, uproot, wilfully damage or wilfully destroy a tree covered by a TPO without the permission of the LPA (except in the case of specified exemptions). For more information on TPO'S please see the following webpage:

<http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/tree-preservation.aspx#faq1>

## 2. Design Principles

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### New Housing Design Principles

2.1 New Housing development should incorporate the following principles contained within this document:

- A. Utilise space efficiently (Density).
- B. Ensure residential amenity for existing and future occupiers by allowing appropriate distances between dwellings.
- C. Minimise harm to heritage assets.
- D. Provide high quality gardens, landscaping, and open space.
- E. Ensure safe highway access.
- F. Incorporate flood risk management and sustainability.

### General Principles of Design

2.2 In addition new Housing development should also respect the general principles of design set out in (Policy EQ2- Design) of the Sefton Local Plan (2016):

To achieve high quality design, development must demonstrate that the following have been considered:

- A. Scale, density, massing, height, landscape, layout, alignment, orientation, materials, access, active frontages, townscape, architecture and amenity.
- B. Retaining or creating good quality landmark and gateway features.
- C. Ease and safety of movement and circulation of walkers, cyclists, vehicles and people with limited mobility, both within and into the site
- D. Safety and security of those within and outside the development.
- E. Preservation and enhancement of views towards, within and out of the development.
- F. Flexibility and adaptability to change in order to be sustainable.
- G. The delivery of high quality, well-connected and well-maintained public space.

2.3 For more detailed guidance on design please the following links:

- <http://www.sefton.gov.uk/planning-building-control/planning-policy/supplementary-guidance.aspx>
- <http://planningguidance.planningportal.gov.uk/blog/guidance/design/>
- <http://www.hbf.co.uk/media-centre/news/view/building-for-life-relaunched/>

## 3. Density

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### Standard Density

3.1 In order to utilize land efficiently and to make public transport viable, new residential development should achieve a minimum density of 30\* dwellings per hectare unless:

- A. Site specific constraints or the provision of infrastructure within the site make this impractical.
- B. The character of the local area would mean a lower density would be more appropriate.
- C. In both cases the applicant must demonstrate why a development of less than 30 dwellings per hectare is appropriate for the particular site.

### Higher Density

3.2 A higher density development (40+ dwellings) is encouraged if the site:

- A. Density would be consistent with the scale, density, massing and character of the surrounding area.
- B. Is well connected by public transport.
- C. Is in close proximity to a town, district or local centre.

*\*30 dwellings per hectare refers to the developable area of the site.*

## 4. Minimum distances between dwellings

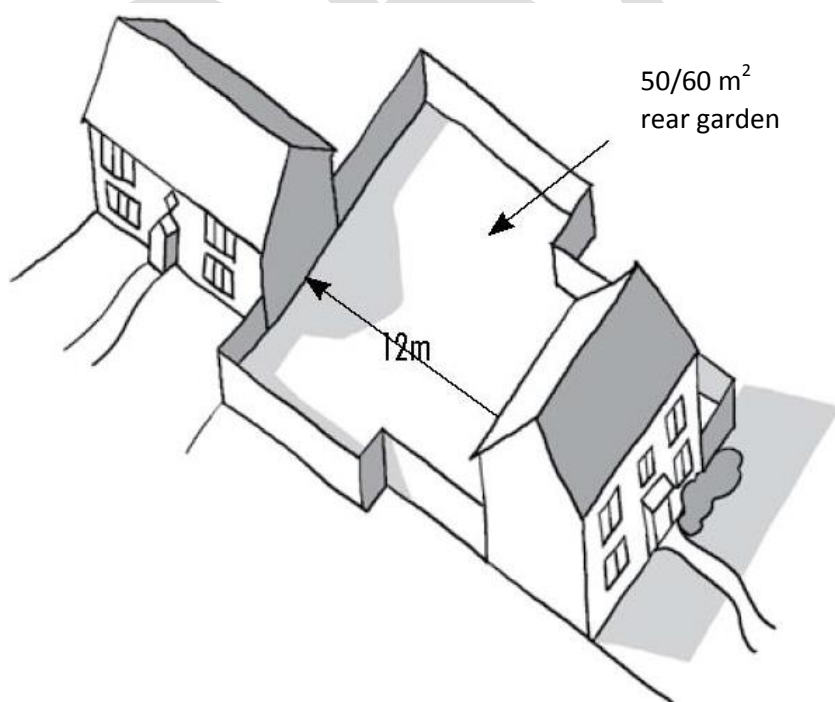
### Distances

4.1 The following minimum distances are designed to protect residential amenity and living conditions and to prevent negative impacts such as overlooking, and loss of privacy/outlook.

4.2 If development does not meet these dimensions an application may still be acceptable if:

- A. The particular constraints of the site do not allow the minimum distances to be achieved.
- B. No significant harm to existing or future residential amenity would result.
- C. Where there would be significant harm to residential amenity appropriate mitigation measures have been put in place to reduce the negative impact to an acceptable level. For example bespoke window design.
- D. The local area is characterised by lesser distances between properties.

From	To	Minimum Distance
Habitable room window *	A blank wall Or A non-habitable room window+	12 metres
	Another habitable room window	21 metres

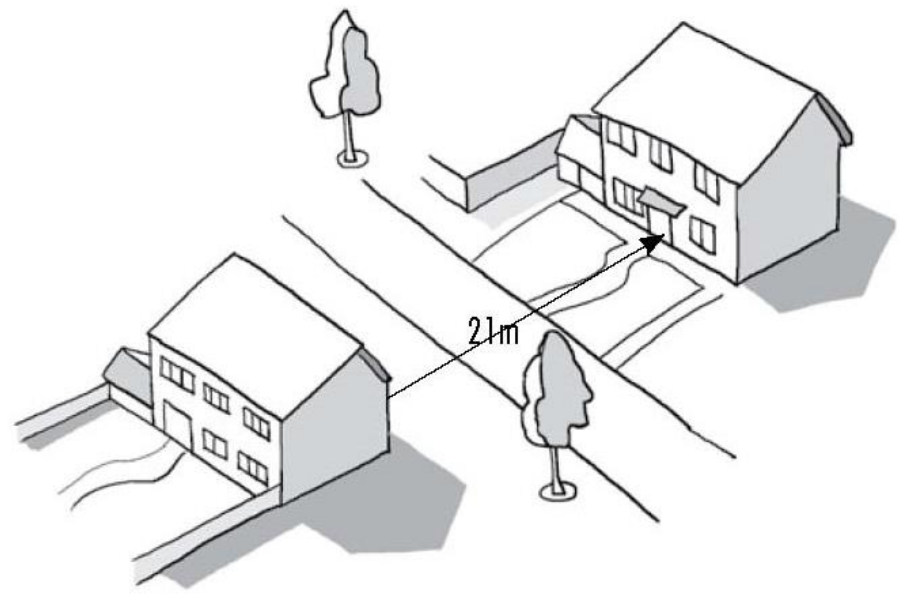


\* A habitable room is a main window to a room that people are in for long periods, such as living rooms, dining rooms, kitchens, bedrooms, conservatories, studies and play rooms.

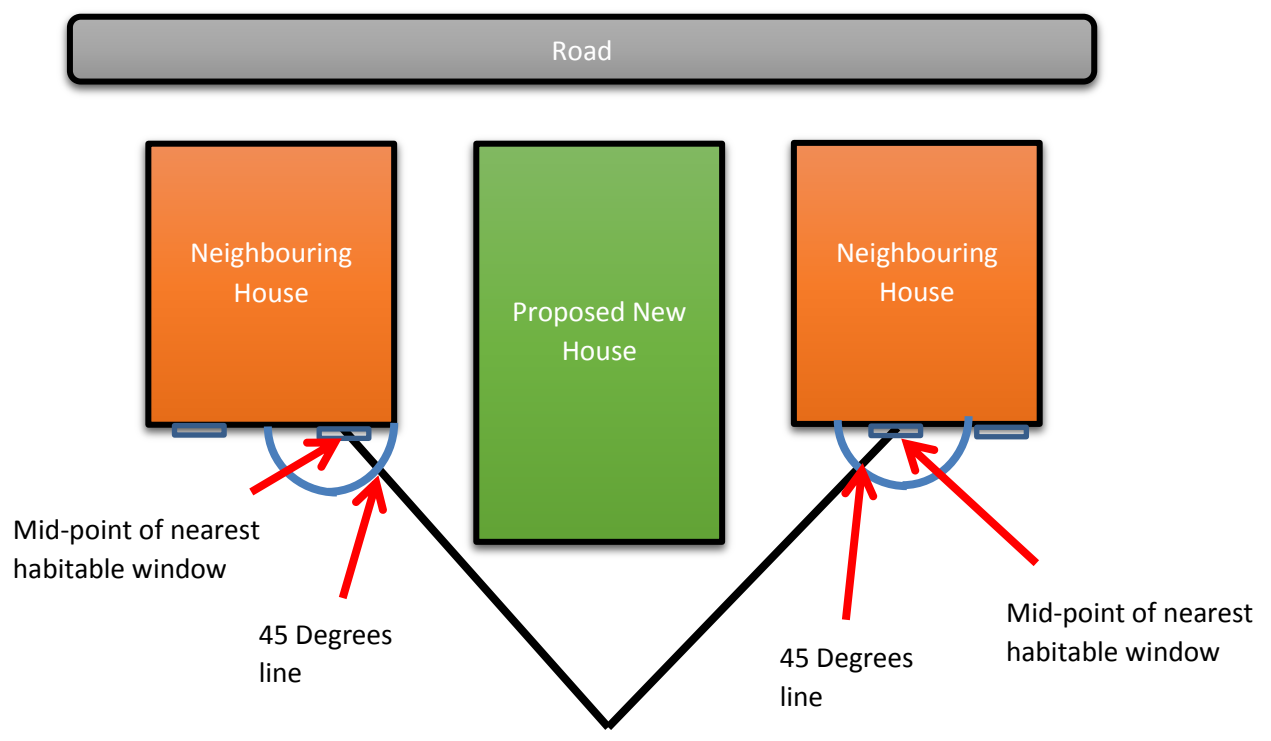
+A non-habitable room window is a window to a landing, hallway, bathroom, or other room that people do not normally occupy for long periods, or a secondary



room which is less used and where obscure glass may be used, or other windows in rooms which have a main habitable room windows.



4.3 45 degree rule-New housing development should not cross the 45 degree line from a neighbours nearest habitable room window.



## 5. Heritage

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### Heritage

5.1 New Housing Development should avoid harm to heritage assets. Where opportunities are available development should be sited and designed to enhance the following heritage assets or their settings:

- A. Conservation areas.
- B. Historic parks and gardens.
- C. Listed buildings.
- D. Non-designated or locally listed Heritage Assets.

5.2 Examples of enhancements include:

- A. Removing buildings in insensitive locations.
- B. Revealing lost architectural features.
- C. Revealing a heritage asset's original setting.

5.3 In addition New Housing Development must not harm the following:

- A. Scheduled monuments.
- B. Nationally important archaeological sites.

5.4 Where an application has the potential to have an impact on one or more of the heritage assets listed above it is strongly recommended to use the council's pre application service. A subsequent planning application is likely to require a heritage assessment and may also require specialist archaeological advice.

5.5 More information on conservation and heritage is available online at the following webpages:

- <http://www.sefton.gov.uk/planning-building-control/conservation-and-heritage.aspx>
- <https://www.historicengland.org.uk/images-books/publications/seeing-history-view/>
- <http://historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/>



## 6. Gardens, Landscaping and Open space

### Gardens

6.1 Gardens for houses should be at least the following size unless:

- A. A lesser space would be consistent with the character of the local area.
- B. Particular site constraints mean that it is not possible to achieve the standard.

Development	Sq Metres
New Housing (1-2 bedrooms)	50sq metres
New housing (3+ bedrooms)	60sq metres
Sheltered housing (per unit)	20sq metres
Nursing homes ( per resident)	15sq metres
Flats	5sq metres

6.2 Attention should be given to the quality of garden space including accessibility and usability; thin strips of garden land should be avoided and will not be counted as part of the garden area.

### Landscaping, trees and open space

6.3 Landscaping and open space provision is an integral part of new development, detailed requirements and guidance is given in the councils Public Open Space, Landscaping and Trees SPD <http://www.sefton.gov.uk/planning-building-control/planning-policy/supplementary-guidance.aspx>

6.4 Trees lost as a result of development should be replaced at a 1:1 ratio.

6.5 Landscaping and open space provision as part of new housing development should meet the standards contained in the above document unless:

- A. A lesser space would be consistent with the character of the local area.
- B. Particular site constraints mean that it is not possible to achieve the standard.
- C. There will be no loss of residential amenity.

### Boundary Treatment

6.6 Boundary treatments should be in keeping with the character and design of the local area with appropriate materials used.

- A. Between gardens a fence is acceptable. However a private garden or amenity space next to a public space or road will require more robust boundary treatment.
- B. A wall or fence should be designed to allow appropriate visibility for pedestrians and motorists, particularly on busy roads.

## 7. Highway considerations

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### Parking

7.1 New Housing development should ensure there is sufficient parking to avoid dangerous on street parking. In addition large scale new housing development should provide cycle parking to facilitate sustainable methods of travel.

### Bin Storage

7.2 All housing developments should have bin storage located either at the side or rear of the property however if a bin store has to be at the front of the property it should be designed to fit in with the street scene and should not obstruct the highway.

### Access

7.3 There should be safe and attractive footpaths, cycle paths and roads to and within all housing developments. The materials used should be safe, practical and appropriate to the surrounding area.

7.4 Any shared space schemes should ensure that the safety of pedestrians, in particular those with disabilities or visual impairment are not negatively affected.

### Visibility

7.4 New Housing development should ensure that there is appropriate visibility for pedestrians, cyclists and car drivers.

### Further Guidance

7.5 Further Guidance on Highways and Transport issues is provided in the Sefton Developers Pack. <https://www.sefton.gov.uk/parking,-roads-travel/highway-development-and-design.aspx> and in the Ensuring Choice of Travel SPD <https://www.sefton.gov.uk/planning-building-control/planning-policy/supplementary-guidance.aspx>

## 8. Sustainability and Drainage

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### Surface Water

8.1 New Housing Development should not increase the risk of surface water flooding and where the opportunity arises should seek to reduce surface water flooding where possible. The use of Sustainable urban drainage systems (SUDS) is encouraged, they can offer the opportunity to utilise limited space efficiently by contributing to both reducing flood risk and contributing to open space and landscaping provision. More information on sustainable drainage systems is available at the following webpages:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/415773/sustainable-drainage-technical-standards.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/415773/sustainable-drainage-technical-standards.pdf)

[http://www.ciria.org/Resources/Free\\_publications/the\\_suds\\_manual.aspx](http://www.ciria.org/Resources/Free_publications/the_suds_manual.aspx)

### Separate Drainage Systems

8.2 In addition to SUDS provision developments must also provide adequate separate drainage systems for sewerage and surface water. It is recommended to consult with United Utilities prior to making an application to ensure that drainage requirements can be factored into new housing development. Links to United Utilities guidance and contact details are provided below: <http://www.unitedutilities.com/builder-developer-planning.aspx>

### Flood Risk

8.3 New housing development should take into account flood risk, it is encouraged to locate new housing towards those areas of the site at lower risk of flooding, a map of flood risk zones (from rivers and the sea) is available on the Environment Agency website. <http://watermaps.environment-agency.gov.uk/wiyby/wiyby.aspx?topic=floodmap#x=357683&y=355134&scale=2>

### Renewable energy

8.4 Proposals for renewable energy generation within new housing development will be supported in principle provided that:

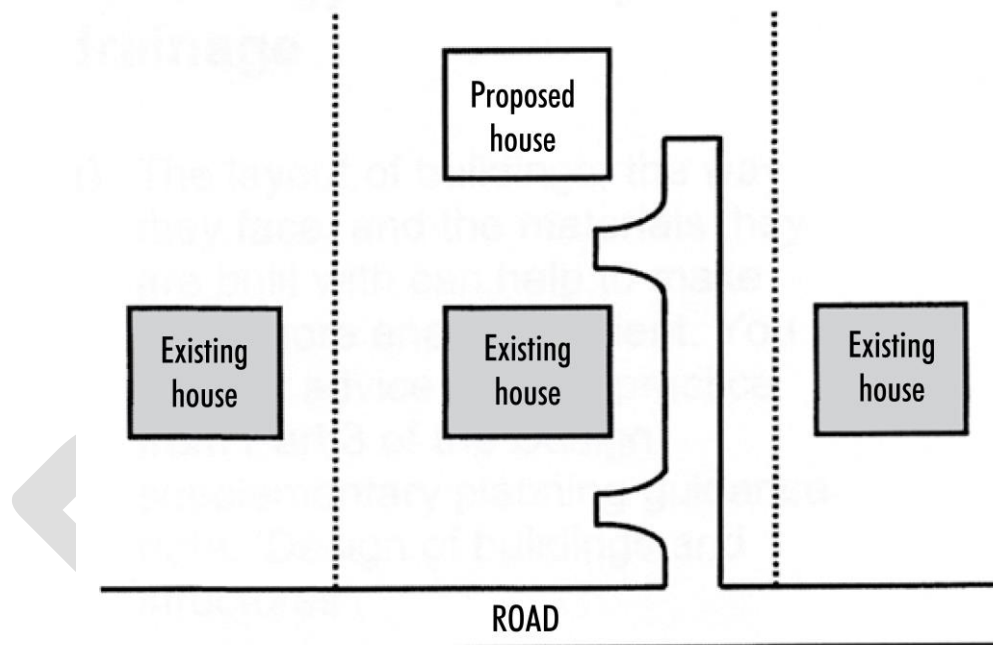
- A. The installations would not significantly exceed the height of the roof of the houses.
- B. The installations would not be over dominant or be significantly disproportionate to the size of the houses.
- C. The installations would not cause significant harm to the character of neighbouring properties or the local area.

## 9. Backland development

### Backland Development and conversions

9.1 Proposals for Backland Development should ensure that:

- A. Proposals do not prevent a larger area from being developed in future.
- B. The form and layout respect the character of local area.
- C. The Residential amenity and living conditions of neighbouring properties are protected.
- D. Appropriate access arrangements are demonstrated in a planning application.



## 10. Properties next to access roads

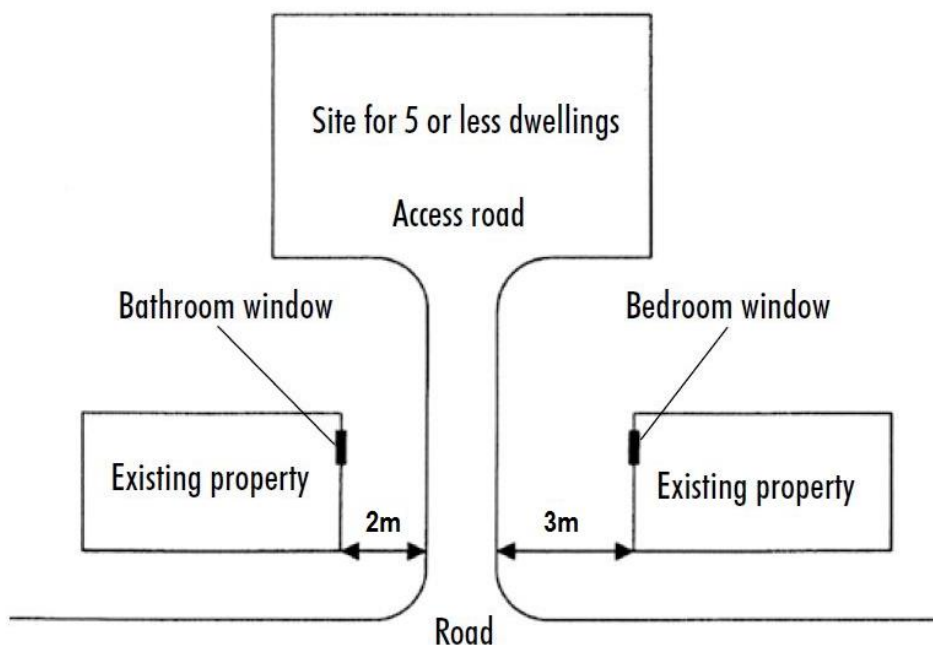
### Properties next to access roads

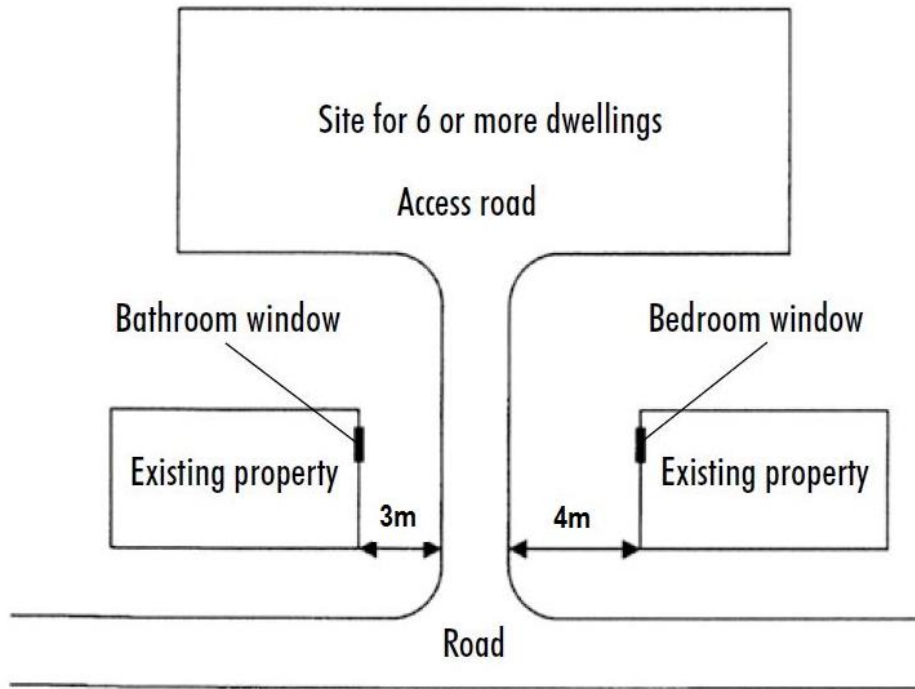
10.1 Properties next to access roads should have their amenity and living conditions protected: In particular:

- A. No door to an existing property should open directly onto an access road.
- B. Noise disturbance can be mitigated by building walls/ planting between the access road and neighbouring properties.

To protect neighbouring residential amenity the following distances should be used as a guide to the distances between access road and properties. A reduced distance may be acceptable if there would be no significant harm to residential amenity.

Access road next to	Site with 5 homes or less	Site with 6 or more homes
A habitable room window (eg bedroom)	3 metres	4 metres
A non-habitable room window (eg bathroom)	2 metres (see diagram below)	3 metres (see diagram below)





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# 11. Replacement homes in the Green Belt

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## Replacement Homes in Green Belt

11.1 Replacement houses in the Green Belt more than 15% larger will generally be considered inappropriate development in the Green Belt. Any proposals departing from this standard need to be clearly justified. Inappropriate development in the Green Belt will only be approved in very special circumstances.

*\*For information on how to calculate volumes please see the House Extensions Supplementary Planning Document <http://www.sefton.gov.uk/planning-building-control/planning-policy/supplementary-guidance.aspx>*

# Appendix A: Further Sources of Information

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## National Policy/Guidance

National Planning Policy Framework and Planning Practice Guidance.

<http://planningguidance.planningportal.gov.uk/>

Plain English Guide to the Planning System

<https://www.gov.uk/government/publications/plain-english-guide-to-the-planning-system>

Planning Portal <http://www.planningportal.gov.uk>

Building for life 12

<http://www.hbf.co.uk/media-centre/news/view/building-for-life-relaunched/>

## Local Policy/Guidance

Sefton Council Developers Pack

<https://www.sefton.gov.uk/parking,-roads-travel/highway-development-and-design.aspx>

Ensuring Choice of Travel SPD <https://www.sefton.gov.uk/planning-building-control/planning-policy/supplementary-guidance.aspx>

Public Open Space, Landscaping and Trees SPD <http://www.sefton.gov.uk/planning-building-control/planning-policy/supplementary-guidance.aspx>

## Contact details

Planning Department Email: [planning.department@sefton.gov.uk](mailto:planning.department@sefton.gov.uk)

Pre Application Service <http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/pre-application-advice-on-development-proposals.aspx>

Local Plan Team  
Sefton Council  
Magdalen House  
Trinity Road  
Bootle L20 3NJ  
Website: [www.sefton.gov.uk/localplan](http://www.sefton.gov.uk/localplan)  
Email: [Local.Plan@sefton.gov.uk](mailto:Local.Plan@sefton.gov.uk)