General Design
Guidelines for

Broadwindsor

Drimpton

Seaborough

Kittwhistle

Draft report-December 2017

**Prepared for Broadwindsor
Neighbourhood Plan Forum by**

My Community locality   AECOM

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Contents

1. Introduction

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1.1 Background

Through the Department of Communities and Local Government (DCLG), Neighbourhood Planning Programme, AECOM has been commissioned to provide Design support to the Broadwindsor Group Parish Neighbourhood Plan Committee (BGPNPC).

During the inception meeting with BGPNPC members it was discussed the main challenges that Broadwindsor Parish is facing:

- A number of villages within the Broadwindsor Neighbourhood Plan are experiencing growth for housing;
- It is perceived that some of the recent residential development is of poor design quality and not in keeping with the character of the villages;
- The BGPNPC would like to avoid new development being delivered with poor quality design; and,
- The BGPNPC would like to have design guidelines developed as a tool to influence and assess future development proposals.

1.2 Objectives

The main objective of this report is to develop a series of design principles for the villages of Broadwindsor, Drimpton, Seaborough and Kittwhistle.

1.3 Process

Following an inception meeting and a site visit, AECOM and BGPNPC members carried out high level assessment of the villages. The following steps were agreed with the group to produce this report:

- Carry out an initial meeting and site visit;
- Develop design principles and guidelines to be used to assess new development; and,
- Preparation of a draft report with design principles (this document).

1.4 Location

Broadwindsor

Broadwindsor is a village and civil parish in the county of Dorset in South West England. It lies in the West Dorset administrative district, about 2 miles (3.2 km) west of Beaminster. Broadwindsor was formerly a liberty, containing only the parish itself. Dorset County Council estimate that in 2013 the population of the civil parish was 1,320. In the 2011 census the population of the parish, combined with that of the small parish of Seaborough to the north, was 1,378.

Drimpton

Drimpton is a village in the English county of Dorset, situated in the West Dorset administrative district approximately 5 miles (8.0 km) northwest of Beaminster and 3.5 miles (5.6 km) southwest of Crewkerne in Somerset. It lies within the civil parish of Broadwindsor. Its population counts 400 inhabitants.

Seaborough

Seaborough is a small village and civil parish in the county of Dorset in southwest England. It is sited in the valley of the River Axe and lies within the West Dorset administrative district about 2 miles (3.2 km) south of Crewkerne in Somerset. The parish was previously part of the hundred of Crewkerne, but was transferred to within Dorset in 1896. In 2013 the estimated population of the civil parish was 60.

Kittwhistle

Kitthistle is a settlement in the county of Dorset in South West England. The settlement is located along the B3165 between Blackdown and Horn Ash. Kittwhistle is the smallest settlement from the villages part of this report and it consists of only a handful of houses.

Fig. 1.1 Views from Kittwhistle

Fig. 1.2 Drimpton
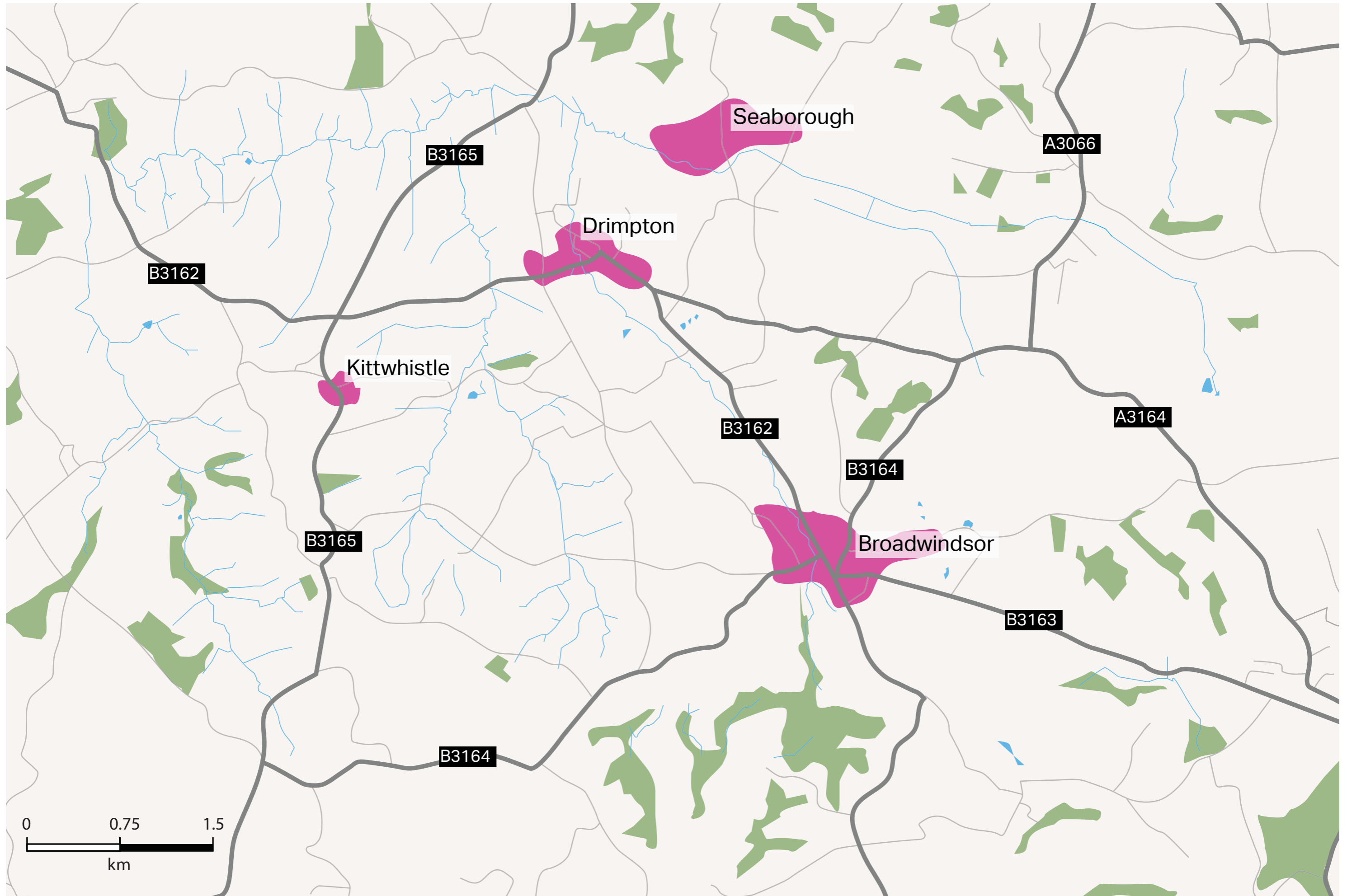

Fig. 1.3 Broadwindsor bird's eye view.

Fig. 1.4 Strategic plan, showing the villages locations in respect to each other.
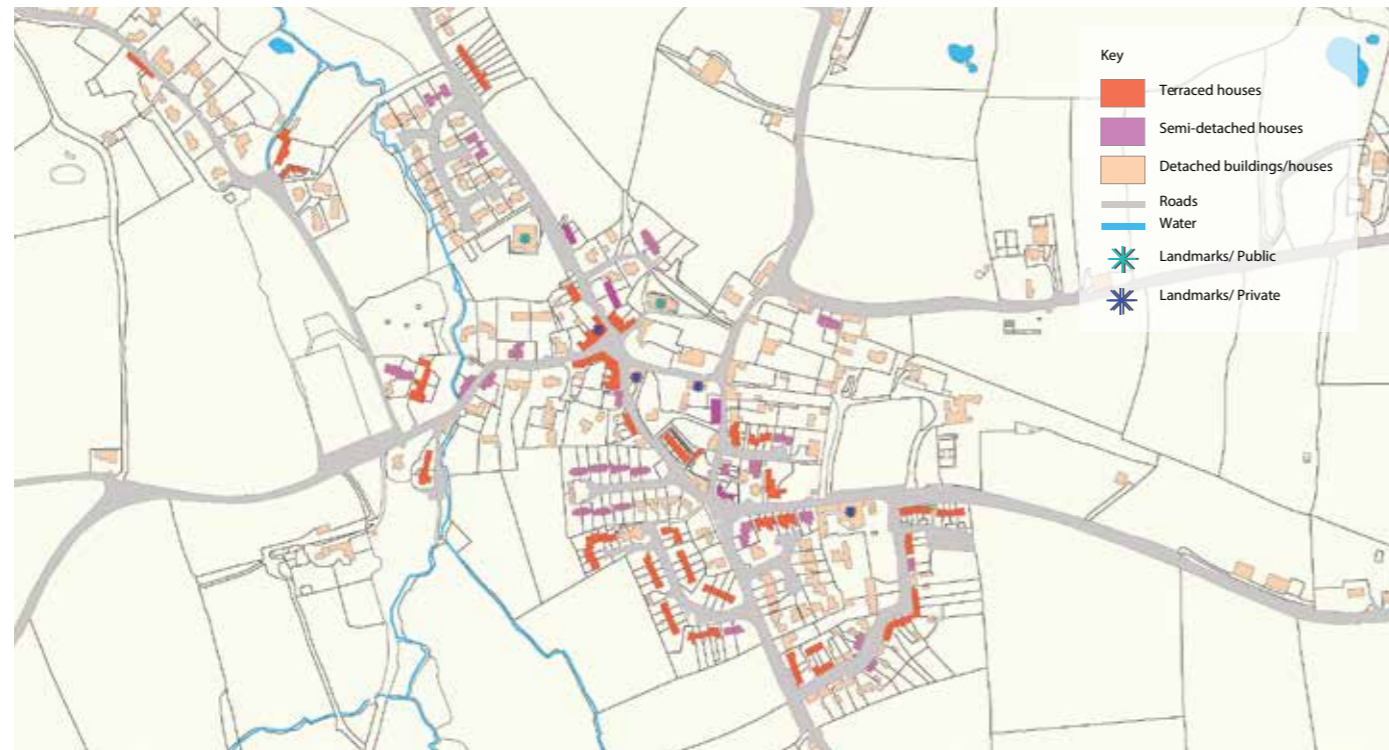
2. Local Character Analysis

This section outlines the broad physical and contextual characteristics of the villages in this study. The analysis shows that some characteristics are shared amongst the villages whilst others are unique to them. The analysis is presented in table form to aid the contrasting and comparison. The features outlined in this section are later used as the basis for the design guidelines.

2.1 Local Character Analyses

Village	Broadwindsor
Pattern and Layout of Buildings	There is a good mix of house typologies spread in Broadwindsor. Most frequent house typologies present in this village include, semi-detached houses, detached houses and terraced houses which can be cottages, bungalows or coach houses. House sizes vary from 1 bedroom flat to 5 bedroom houses . Different building typologies do cluster along streets and lanes where these groupings make up a good variety. However, along certain streets there is an excessive repetition of the same typology which in case of future development should be avoided.
Building Heights and Roofline	In Broadwindsor the building heights vary between one a two (plus dormer) storey. The typical roofline is pitched and mostly buildings do have chimneys.
Car Parking	There are different approaches to car parking within the village. Most prominent parking modes include: parking on street, parking in the front garden, parking on the side of the house, parking at the back and also there are cases where garages are provided for this purpose.
Open Spaces	Broadwindsor is surrounded by vast open spaces mostly with views. Also, within the village boundaries there is a good proportion of open spaces and pocket parks. They are well kept and have good accessibility from all parts of the village.

Village	Drimpton
Pattern and Layout of Buildings	There is a good mix of house typologies spread in Drimpton among which the most popular typologies include semi-detached and detached houses. However, there are a few buildings which are terraced. These layouts are usually cottages, bungalows or coach houses. House sizes vary from 1 bedroom flat to 5 bedroom houses . Different building typologies do cluster along streets and lanes where groupings are made up a good variety.
Building Heights and Roofline	In Drimpton the building heights vary between one a two storey. The typical roofline is pitched and mostly buildings have chimneys.
Car Parking	There are different approaches to car parking within the village. Most prominent parking modes include: parking on street, parking in the front garden, parking on the side of the house, parking. Parking on the street is not often marked as designated parking spot.
Open Spaces	Drimpton is surrounded by vast open spaces with views. Within the village boundaries there is a good proportion of open spaces and there is a sports field. They are well kept and have good accessibility from other parts of the village.

Key
- Terraced houses
- Semi-detached houses
- Detached buildings/houses
- Roads
- Water
- Landmarks/ Public
- Landmarks/ Private

Village	Seaborough
Pattern and Layout of Buildings	Seaborough consists of five roads along which all its build form is aligned. The low density and amount and population of this village is reflected in the amount of houses available in Seaborough. Most of the buildings are detached however, there are two buildings that are semi detached and three buildings that are terraced houses.
Building Heights and Roofline	In Seaborough the building heights vary between one a two storeys. The typical roofline is pitched and mostly buildings have chimneys.
Car Parking	There are different approaches to car parking within the village. Most prominent parking modes include: parking on street, parking in the front garden, parking on the side of the house, parking at the back.
Open Spaces	Seaborough is surrounded by vast open spaces with stunning views. In case of future development it should be considered that public open spaces should be provided for the village residents.

Village	Kittwhistle
Pattern and Layout of Buildings	In this village there is about a handful of houses spread along two roads. Main typologies include bungalows and detached houses. However, along the main road there are three newly built terraced houses. Different to the other three villages, in Kittwhistle there are no semi-detached properties. The pattern and layout of buildings allows for long distance views.
Building Heights and Roofline	In Kittwhistle the building heights vary between one a two storeys. The typical roofline is pitched and mostly buildings have chimneys.
Car Parking	Car parking in Kittwhistle is within the plot whether at the front or the side of the building.
Open Spaces	Kittwhistle is surrounded by vast open spaces and within the boundaries of this village there are stunning views which can be considered as the most valuable asset of the village. In case of future development it should be considered that public open spaces should be provided for the village residents.

2.2 Local Character Analyses in Pictures

Village	Broadwindsor		Village	Drimpton	
Pattern and Layout of Buildings			**Pattern and Layout of Buildings**		
Building Heights and Roofline			**Building Heights and Roofline**		
Car Parking			**Car Parking**		
Open Spaces			**Open Spaces**		

Village	Seaborough
Pattern and Layout of Buildings	
Building Heights and Roofline	
Car Parking	
Open Spaces	

Village	Kittwhistle
Pattern and Layout of Buildings	
Building Heights and Roofline	
Car Parking	
Open Spaces	

3. Design Guidelines

The following section is divided into two parts. The first is a set of key elements to consider when assessing a design proposal. These are general questions the BGPNPC should seek clarification and explanation from developers and their design teams.

The second, is an outline of design guidelines showing the aspirations of the BGPNPC as well as the built form characteristics observed in Boradwindsor, Drimpton, Seaboroug and Kittwhistle that are considered important.

The guidelines developed in this document focus on residential environments. New housing development should not be viewed in isolation. Considerations of design and layout must be informed by the wider context, considering not only the immediate neighbouring buildings but also the townscape and landscape of the wider locality.

The local pattern of streets and spaces, building traditions, materials and ecology should all help to determine the character and identity of a development recognising that new building technologies are capable of delivering acceptable built forms and may sometimes be more efficient.

It is important with any proposals that full account is taken of the local context and that the new design embodies the "sense of place" and also meets the aspirations of people already living in that area.

The aim of this section is to produce design guidelines that help to assess design quality and appropriateness in residential development proposals.

3.1 General questions to ask and issues to consider when presented with a development proposal

This section states a general design principle followed by a number of questions against which the design proposal should be judged. The aim is to assess all proposals by objectively answering the questions below.

Not all the question will apply to every development. The relevant ones, however, should provide an assessment overview as to whether the design proposal has taken into account the context and provided an adequate design solution.

The Design Proposal should:

A. Harmonise and enhance existing settlement in terms of physical form pattern or movement and land use.

- What are the particular characteristics of this area which have been taken into account in the design?

- Is the proposal within a conservation area?

- Does the proposal affect or change the setting of a listed building or listed landscape?

B. Relate well to local topography and landscape features, including prominent ridge lines and long distance views.

- Does the proposal harmonise with the adjacent properties?

- Has careful attention been paid to height, form, massing and scale?

- If a proposal is an extension, is it subsidiary to the existing property so as not to compromise its character?

- Does the proposal maintain or enhance the existing landscape features?

- How does the proposal affect the trees on or adjacent to the site?

- How does the proposal affect on the character of a rural location?

- How are long distance views incorporated in the design?

C. Reinforce or enhance the established urban character of streets, squares and other spaces.

- What is the character of the adjacent streets and does this have implications for the new proposals?

- Does the new proposal respect or enhance the existing area or adversely change its character?

- Does the proposal positively contribute to the quality of the public realm/streetscape and existing pedestrian access?

- How does the proposal impact on existing views which are important to the area?

- Can any new views be created?

D. Reflect, respect and reinforce local architecture and historic distinctiveness.

- What is the local architectural character and has this been demonstrated in the proposals?

- If the proposal is a contemporary design, are the details and materials of a sufficiently high enough quality and does it relate specifically to the architectural characteristics and scale of the site?

E. Retain and incorporate important existing features into the development.

- What are the important features surrounding the site?

- What effect would the proposal have on the streetscape?

- How can the important existing features including trees be incorporated into the site?

- How does the development relate to any important links both physical and visual that currently exist on the site?

F. Respect surrounding buildings in terms of scale, height, form and massing.

- Is the scale of adjacent buildings appropriate to the area?

- Should the adjacent scale be reflected?

- What would be the reason for making the development higher?

- Would a higher development improve the scale of the overall area?

- If the proposal is an extension, is it subsidiary to the existing house?

- Does the proposed development compromise the amenity of adjoining properties?

- Does the proposal overlook any adjacent properties or gardens?

G. Adopt appropriate materials and details.

- What is the distinctive material in the area, if any?

- Does the proposed material harmonise with the local material?

- Does the proposal use high quality materials?

- Have the details of the windows, doors, eaves and roof details been addressed in the context of the overall design?

H. Integrate with existing paths, streets, circulation networks and patterns of activity.

- What are the essential characteristics of the existing street pattern?

- How will the new design or extension integrate with the existing arrangement?

- Are the new points of access appropriate in terms of patterns of movement?

- Do the points of access conform to the statutory technical requirements?

- Do the new points of access have regard for all users of the development (including those with disabilities)?

I. Provide adequate open space for the development in terms of both quantity and quality.

- Is there adequate amenity space for the development?

- Does the new development respect and enhance existing amenity space?

- Have opportunities for enhancing existing amenity spaces been explored?

- Are there existing trees to consider?

- Will any communal amenity space be created. If so, how this will be used by the new owners and how will it be managed?

J. Incorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features.

- What effect will services have on the scheme as a whole?

- Can the effect of services be integrated at the planning design stage, or mitigated if harmful?

- Has the lighting scheme been designed to avoid light pollution?

K. Ensure all components e.g. buildings, landscapes, access routes, parking and open space are well related to each other, to provide a safe and attractive environment.

- Has the proposal been considered in its widest context?

- Is the landscaping to be hard or soft?

- What are the landscape qualities of the area?

- Have all aspects of security been fully considered and integrated into the design of the building and open spaces?

- Has the impact on the landscape quality of the area been taken into account?

- Have the appropriateness of the boundary treatments been considered in the context of the site?

- In rural locations has the impact of the development on the tranquillity of the area been fully considered?

L. Make sufficient provision for sustainable waste management (including facilities for kerbside collection, waste separation and minimisation where appropriate) without adverse impact on the street scene, the local landscape or the amenities of neighbours.

- Has adequate provision been made for bin storage?

- Has adequate provision been made for waste separation and relevant recycling facilities?

- Has the location of the bin storage facilities been considered relative to the travel distance from the collection vehicle?

- Has the impact of the design and location of the bin storage facilities been considered in the context of the whole development?

- Could additional measures, such as landscaping be used to help integrate the bin storage facilities into the development?

- Has any provision been made for the need to enlarge the bin storage in the future without adversely affecting the development in other ways?

3.2 Design Guidelines

A. Street Grid and Layout

Main streets and roads should be laid out in a permeable pattern allowing for multiple connections and choice of routes.

Cul-de-sacs can be popular for tertiary streets but should be relatively short and not discourage walking.

Streets should tend to be linear with gentle meandering to provide interest and evolving views.

Access to properties should be from the street unless there is a conflict with highways design due to safety.

Where possible trees should be incorporated in the street design to help with cooling, appearance and biodiversity.

The building line should be mainly aligned but showing depressions and protrusions adding variety and character.

Fig 3.2.1 Local example of the desired effect and design character with meandering route.

Fig 3.2.2 Highlighted building lines in Broadwindsor.
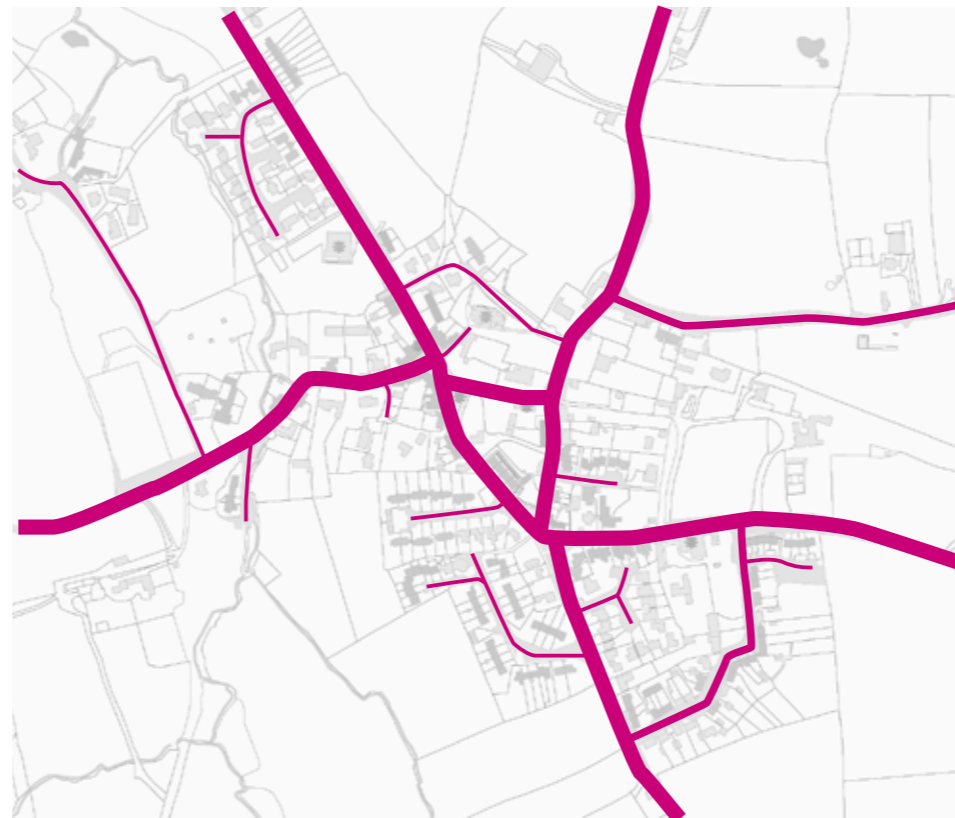
Fig 3.2.3 Street layout in Broadwindsor.
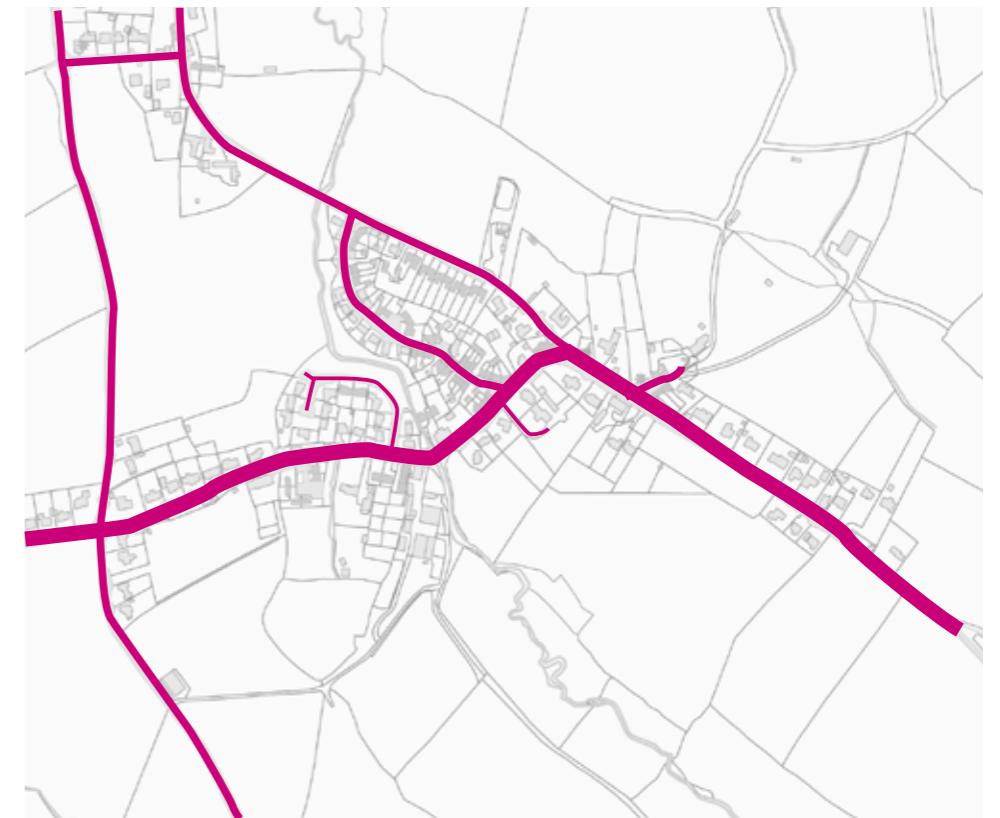
Fig 3.2.4 Street layout in Drimpton.

B. Open Space and Public Realm

Open spaces should be located in accessible places.

Where possible and practical they should be surrounded by properties facing onto them to improve natural surveillance.

Open spaces should offer a variety of uses related to surrounding activities and buildings.

New development should design public realm to meet the necessary standards to allow adoption by the Broadwindsor Parish.

Materials used in the public realm shall be selected to complement the character of the building and street, keeping the number and type of materials to a minimum. Selected materials must be locally characteristic, durable, high quality and easy to maintain.
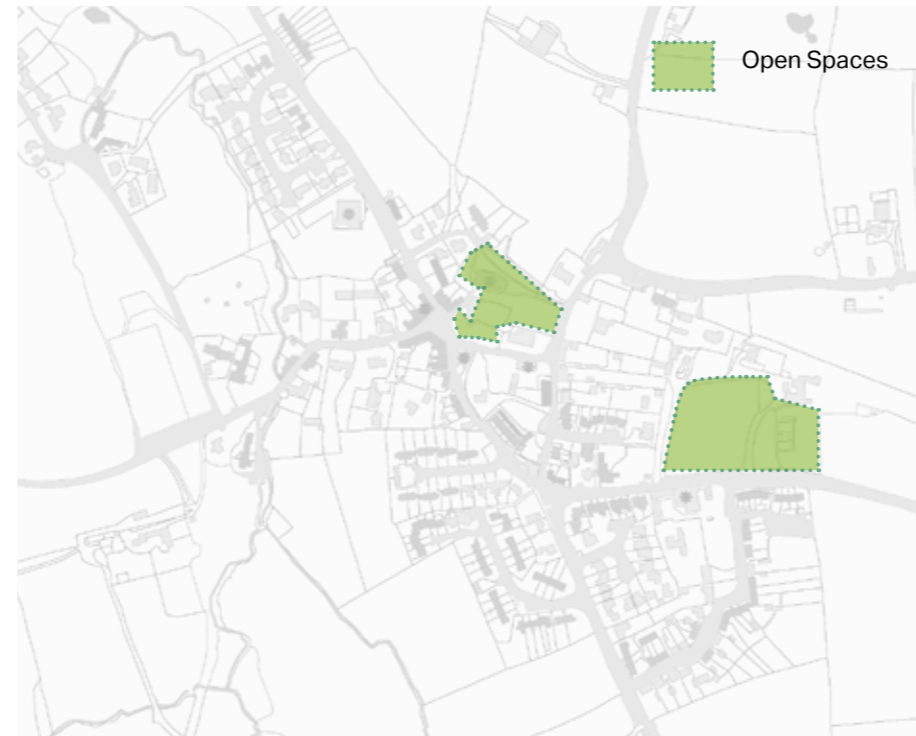
Open Spaces

Fig 3.2.5 Diagram showing public open spaces in Broadwindsor.

Open Spaces

Sports & Recreation

Fig 3.2.6 Diagram showing public open spaces in Drimpton.

Fig 3.2.7 Local examples of green open space.

Fig 3.2.8 Local example of the desired effect and design character for open spaces with incorporated playground.

C. Gateway and Access Features

In the case of any future development, the design proposals should consider placing gateway and built elements highlighting the access or arrival to the new developed site.

The gateway buildings should reflect local character.

Besides building elements acting as gateways, high quality landscaping features could be considered appropriate to fulfil the same role.

Fig 3.2.8 Local examples of traditional houses acting as gateways as well as purpose design gateway features

Fig 3.2.9 Local examples of traditional and modern houses acting as gateways.

D. Pattern and layout of buildings

Properties should be clustered in small pockets showing a variety of types.

The groupings should show a mixture of terraced, semi-detached and detached properties.

The use of a repeating type of dwelling along the entirety of the street should be avoided.

Boundaries such as walls or hedgerows, whichever is appropriate to the street, should enclose and define each street along the back edge of the pavement, adhering to a consistent building line for each development group.

Properties should aim to provide rear and front gardens or at least a small buffer to the public sphere where the provision of a garden is not possible.
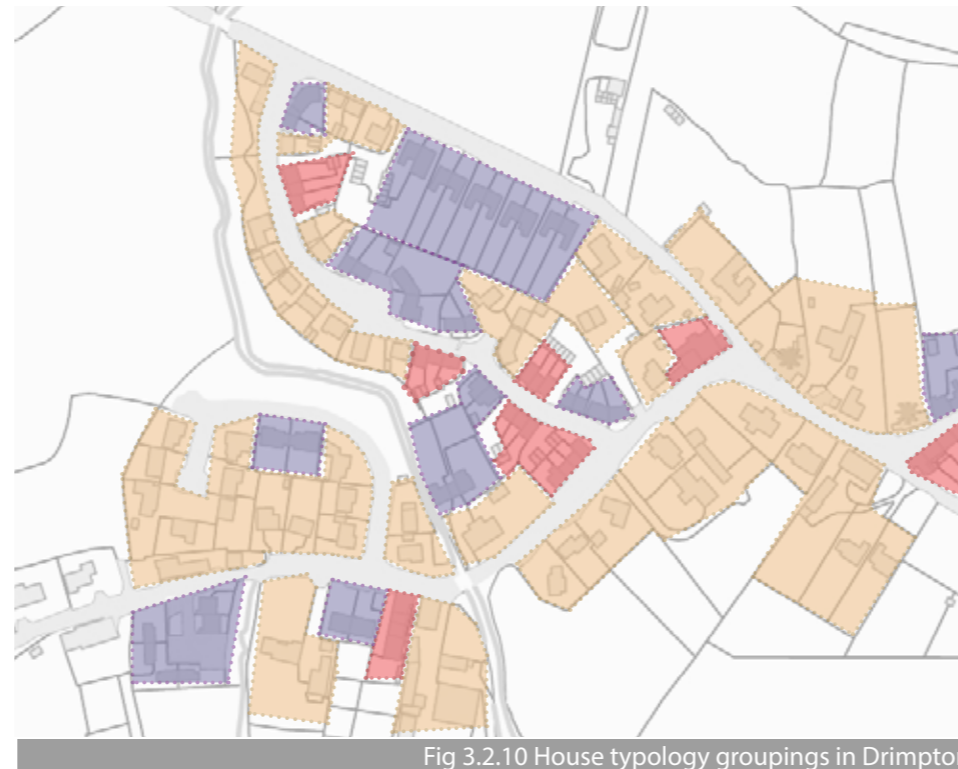
Fig 3.2.10 House typology groupings in Drimpton.

Semi-detached
Terraced
Detached
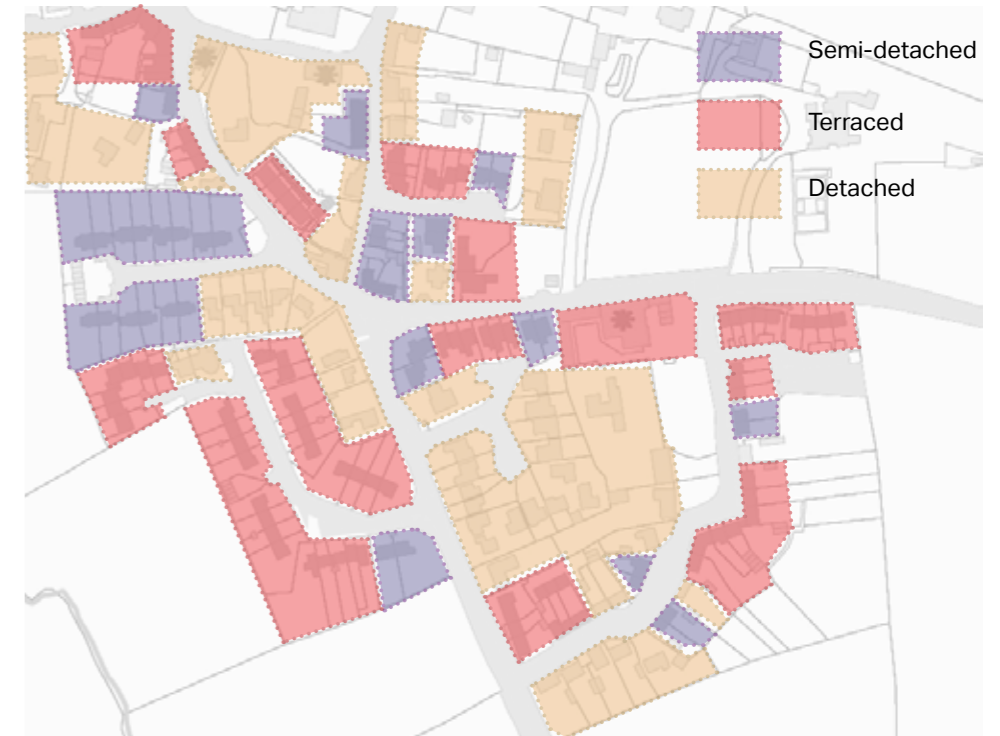
Fig 3.2.11 House typology groupings in Broadwindsor.

Back garden
Front garden

Semi-detached
Terraced
Detached

Fig 3.2.12 Example of garden typologies in Broadwindsor.

Fig 3.2.13 Local examples of good boundary treatment and front garden.

Fig 3.2.14 Continuous building line in Broadwindsor, showing good variation and interest.

E. Building Line and Boundary Treatment

Buildings should be placed aligned along the street, with their main façade and entrance facing it.

The building line could have variations in the form of recesses and protrusions but will generally form a unified whole whilst at the same time adding character.

Boundary treatments will vary but these should be of high quality materials and standards. These will also reinforce the sense of continuity of the building line.

Boundary treatments facing the street and public areas, should reflect the best examples in Broadwindsor; for example, they could be low walls made of brick or stone, metal ironmongery or hedgerows or a combination of these. The use of cheap panel fencing in these publicly visible boundaries should be avoided.

If placed on the property boundary, waste storage should be integrated as part of the overall design of the property. Landscaping could also be used to minimise the visual impact of bins and recycling containers.

Semi-detached

Terraced

Detached

Garage

Plots

Building line

Fig 3.2.15 Diagram showing building line in Drimpton.

Fig 3.2.16 Illustration reflecting interesting building line and positive boundary treatment in Broadwindsor, which should be taken as a good example in case of future development.

Fig 3.2.17 Illustration of typical house typologies in Broadwindsor , coach house and cottages.

F. Building Heights and Roofline

Heights of buildings should not exceed three storeys and in general the average should be two storeys.

The heights of new developments within each block may vary however, they should not exceed the height and scale of existing buildings in adjacent developments.

The roofline should reflect the pitched roof nature of buildings in Broadwindsor and should show some variety and movement to create interest and character.

The roof, in conjunction with the position of the building should allow for glimpses of the surrounding countryside.

The roofline should allow for long distance views where appropriate.

Existing roofline present in all four villages should be respected to create consistent roofline along the street and more general terms to fully fit within the roofline of each village.

Any development between existing developments should create a roofline to integrate the new development and create rhythm along the street.
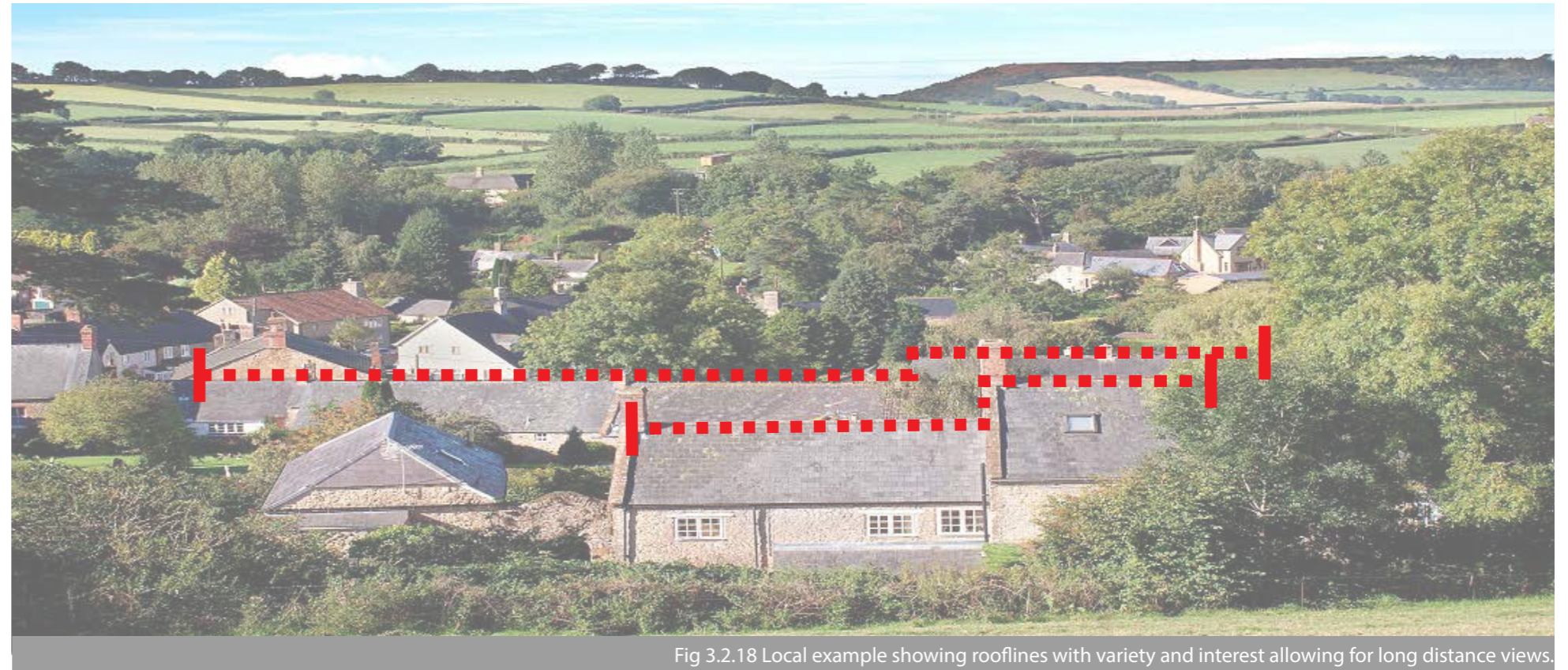
Fig 3.2.18 Local example showing rooflines with variety and interest allowing for long distance views.

Fig 3.2.19 Local example showing a residential roofline with variety and interest.

G. Corner Buildings

Corner buildings should address placing windows and/or entrances facing the streets and or public spaces.

Corner buildings should have an animated façade with excellent design on both façades of the corner.

It is not considered good practice to leave blank façades on one side of a corner building.

Facade enhancing element : Dormer.

Facade enhancing element : Windows.

Usage of local building materials, also to be present on the façade.
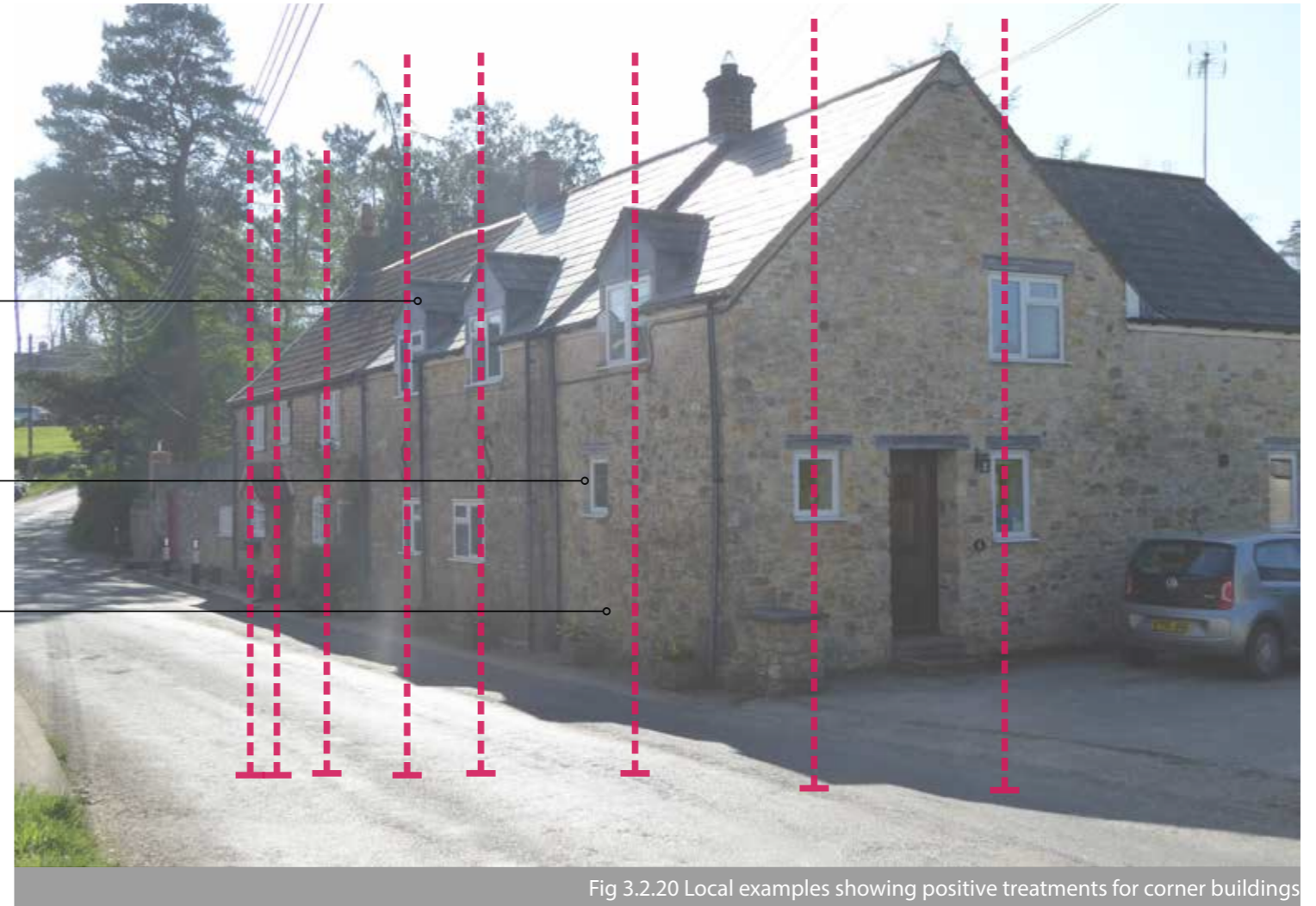
Fig 3.2.20 Local examples showing positive treatments for corner buildings

Windows spaced at regular intervals along each façade.
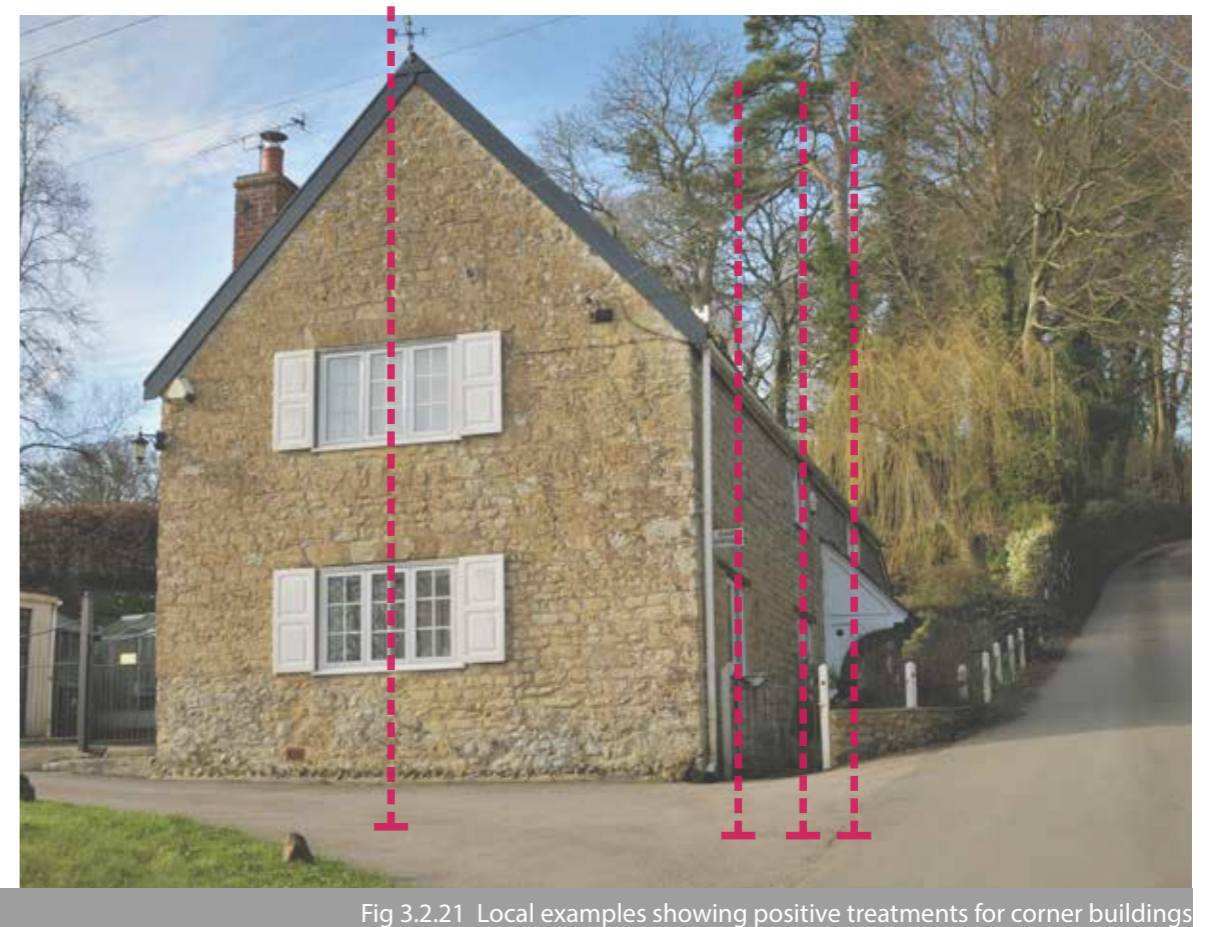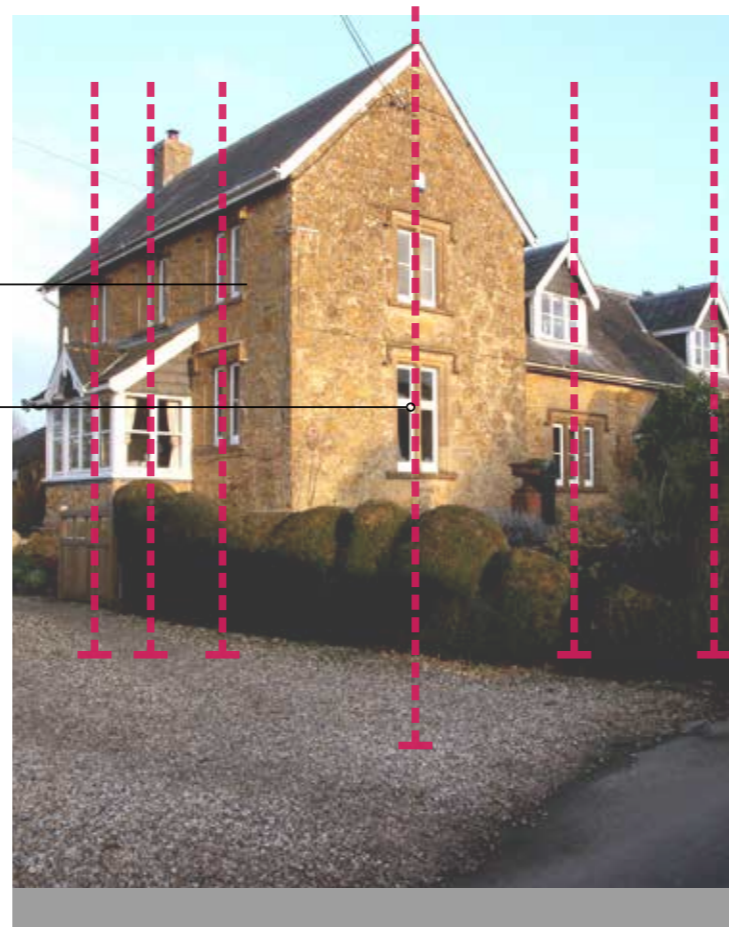
Fig 3.2.21 Local examples showing positive treatments for corner buildings

H. Architectural Details

It is beyond the scope of this document to provide a comprehensive set of architectural detail solutions.

Yet it is expected that design proposals make reference to local buildings considered of merit.

Architectural detailing in terraced or semi-detached houses should typically display a cornice at the eaves, door surrounds or porches and occasionally parapet wall at eaves.

Proposed building façades should indicate the importance of each storey through combination of composition of building elements and the level of architectural detailing used.

Where period details are proposed in new developments they must be based on local historical precedent.

Fig 3.2.22 Local examples of typical architectural detailing.

Fig3.2.23 Local examples of typical architectural detailing

Pitched roof

Dormer

Use of local building materials

Parking on the plot

Front garden, integrating to the street with good quaity landscaping elements

Fig 3.2.24 Local examples showing architectural and landscaping details.

Cornice at eaves

Use of local building materials

Cornice at windows

Dormers

Windows spaced at regular intervals

Parapet wall at eaves

Alteration in façade plan

Windows on all façades

Good quality and well kept landscaping features within the plot

Fig 3.2.25 Local examples showing architectural and landscaping details.

I. Car Parking Solutions

Car parking solutions should be a mix of on plot, on street and parking courts.

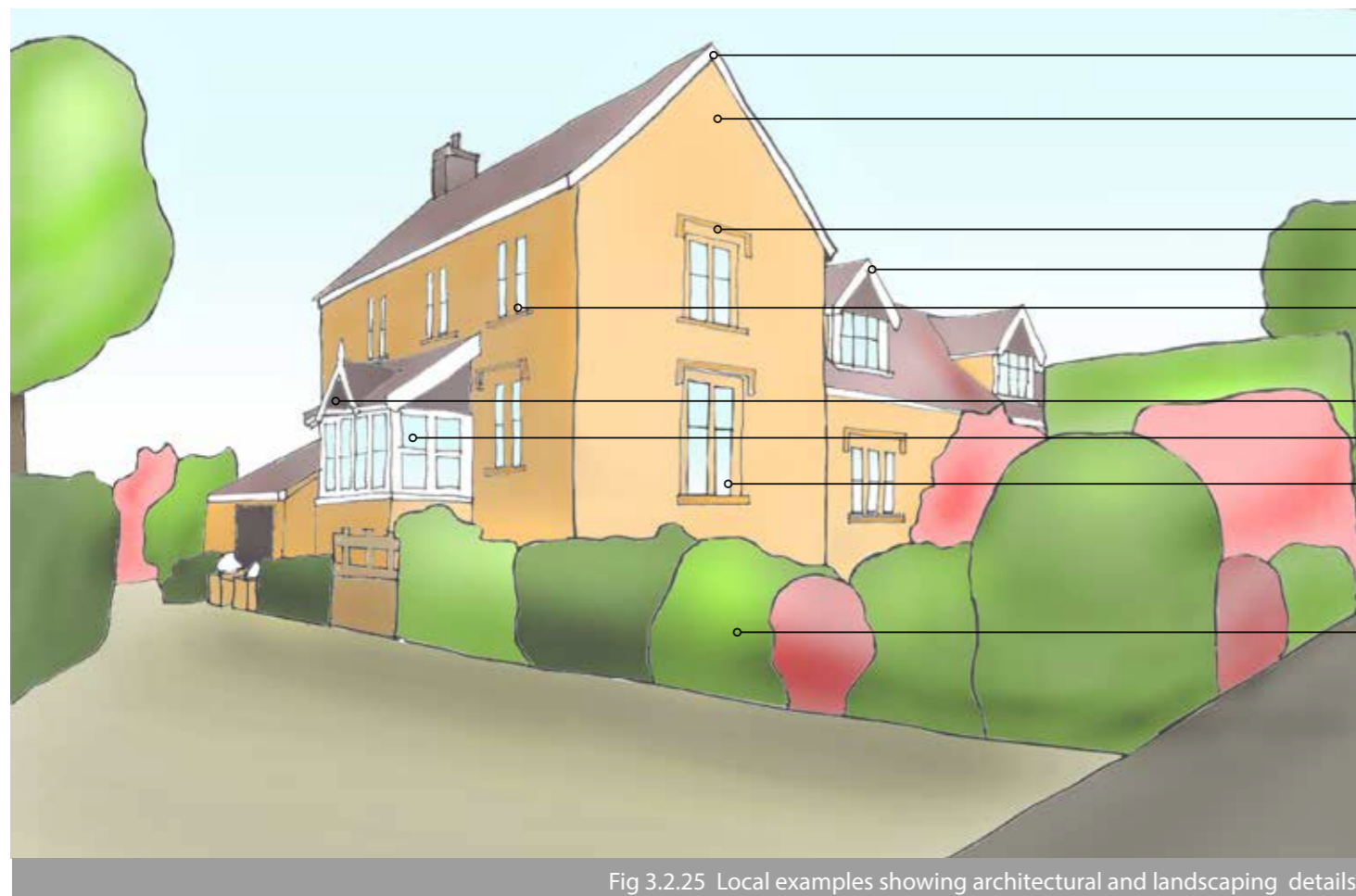For family homes cars should be placed at the front or side of the property. For flats and small pockets of housing a front or rear court is acceptable.

Car parking design should be combined with landscaping to minimize the presence of vehicles.

When placing parking at the front, the area should be designed to minimise visual impact and to blend with the existing streetscape and materials. The aim is to keep a sense of enclosure and to break the potential of a continuous area of car parking in front of the dwellings by means of walls, hedging, planting and use of paving materials.

Fig 3.2.27   Local example of positive car-parking arrangement, treatment and detailing.

Don't obscure daylight

Avoid gates that open over the pavement

Avoid obstructing pedestrian access

Don't remove/destroy the boundary wall

Avoid having a continuous pavement crossover

Fig 3.2.26 Diagram showing do's and don't on front of house car parking areas (plan).

Use planting to screen parking areas and bins

Minimise the area of hard surfaces

Pedestrian entrance separate from vehicle access

Keep gates and piers to define boundary and preserve continuity and character of the street
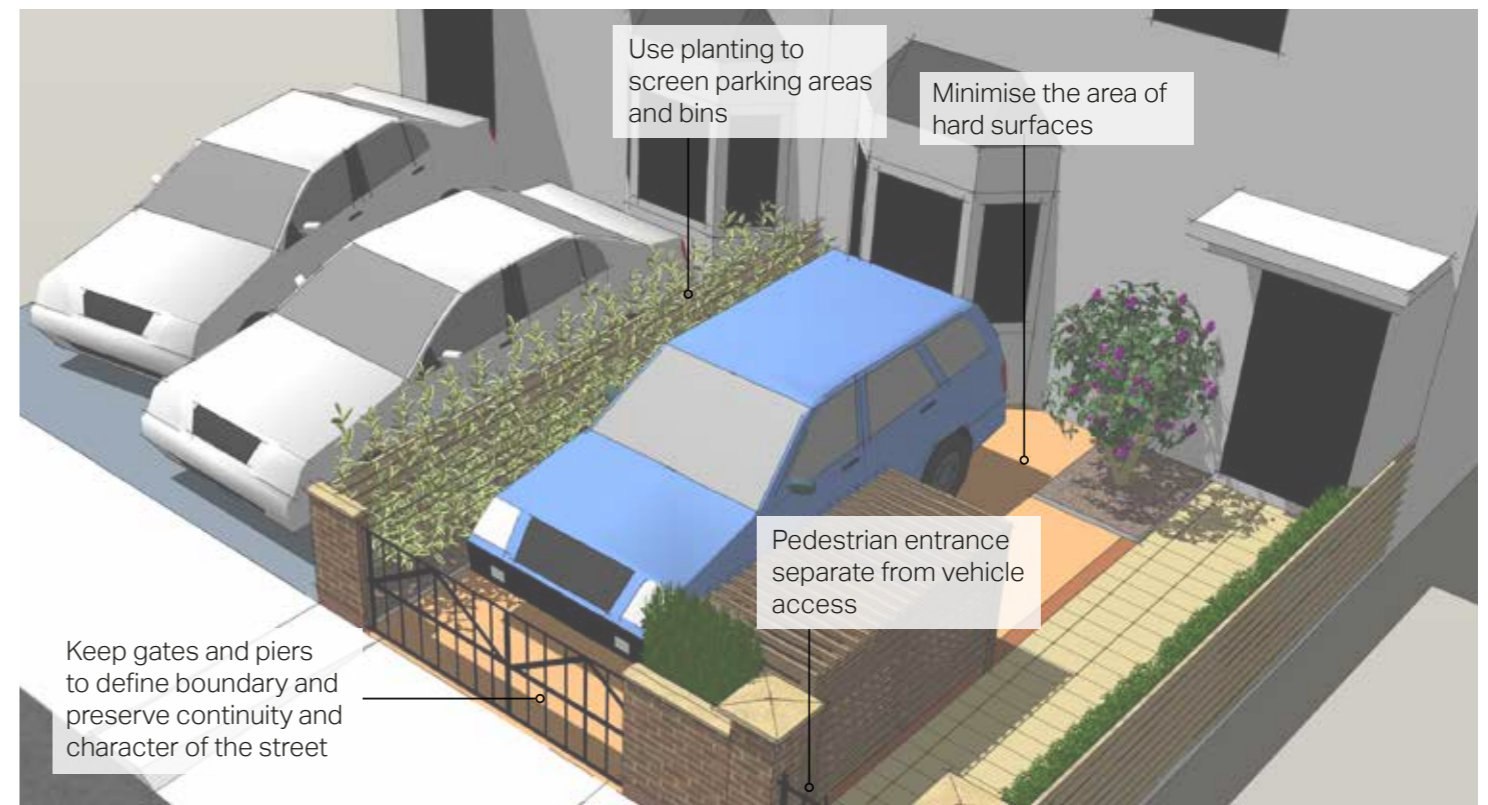
Fig 3.2.28 Diagram showing do's and don't on front of house car parking areas (3D).

Figure 3.24 Shop front design guidance

4. Next Steps

& Recommendations

4 Next Steps

The recommended next steps for how to use the outcomes of this design options study are to:

- Embed the guidelines in the Draft Neighbourhood Plan;
- Engage with the Council to develop policies supporting the guidelines;
- Engage with developers and to seek support for ensuring the implementation of the guidelines in upcoming applications;
- Promote a site where design guidelines are to be applied and tested; and,
- Consider establishing a design review panel.

4.1 Embed the masterplan and guidelines in the Draft Neighbourhood Plan

The objective of this report is to develop a series of design guidelines for development possibilities in Broadwindsor, Drimpton, Seaboroug and Kittwhistle. The neighbourhood plan can only include land use policies that guide applications that constitute 'development'[1]. Where public realm improvements require planning permission the neighbourhood plan can include criteria-based policy and principles that guide future change within the neighbourhood area. The design guidelines can form part of such criteria.

The report can be used as evidence to support the forthcoming neighbourhood plan (and its draft policies) where the analysis highlights relevant issues and opportunities that can be influenced by land use planning interventions.

The focus of this report has primarily been on important local character assets and urban design guidelines to be considered in future development proposals. These suggestions should be considered alongside other non-design interventions, such as exploring opportunities for supporting or restricting certain types of development/land uses and allocating the key sites identified for development. Any policies put forward must be capable of meeting the basic conditions[2] (e.g. having regard to national policies and general conformity with the strategic policies contained in the development plan).

Specific proposals could include:

Urban design guidelines - The neighbourhood plan can include urban design policy where specific local circumstances demand a neighbourhood approach propounded in the masterplan. The plan could transpose many of the urban design guidelines within this document into statutory land use planning policy where the Local Plan or National Planning Policy Framework does not provide a similar or sufficiently detailed steer on design matters.

Land uses – The plan could specify what uses would be preferred in particular locations or set out design-based policies such as a general residential design guidelines, which could provide a hook to a more detailed residential design guide that sits within the plan as an appendix. The appendix could detail the basic principles and criteria that would be expected within the neighbourhood area.

Community use buildings - The neighbourhood plan could potentially use site allocations (or a separate Neighbourhood Development Order) to de-risk and incentivise the delivery of new social infrastructure. The plan may also detail what use classes would be acceptable and the most conducive to local needs locally e.g. community café, sports facilities, meeting/ leisure spaces etc. Flexibility and a mixed use approach is likely to be required but this will need to be considered in the context of complementary Local Plan policies that address strategic matters such as the retail hierarchy and treatment of existing commercial floorspace.

Open spaces/local green space designations policy – The masterplanning work provides an indication of where landscaping and open space would be appropriate. Existing green space should also be considered for the Local Green Space Designation where they are locally valued and can be incorporated into future redevelopment of the area; ensuring sufficient green infrastructure is delivered.

4.2 Engage with the Council to develop policies supporting the proposals

The inputs from the Council's policy and development management specialists would be invaluable in advance of formal consultation and submission. The steering group should consider how our recommendations can be transposed into policy through discussions with the Council and use the best practice guidance from Locality to prepare daft policies for consultation. Locality's 'Writing Planning Policies'[3] guidance sets of how different planning policies are designed to achieve different things. The guide describes the three most common as:

Generic – a simple policy which applies universally to development across the entire neighbourhood plan area;

Criteria based – a policy with a series of requirements that should be met by development proposals. These can be set out as separate bullet points; and

Site specific – this is where a policy applies to particular areas of land. One of the most powerful tools for a neighbourhood plan is to allocate land for a particular type of development. As well as allocating land you can use your plan to set out the principles which need to be followed in developing a particular site. This might include specifying what needs to be covered in a design brief to accompany any planning application. If you have site specific policies then you need to include a clear map showing the location and boundaries.

Site specific allocations are the hardest to do well. They would normally include associated policy related to land

uses, quantum of development, configuration and design. The steering group should request a Strategic Environmental Assessment (SEA) screening opinion from the Council as soon as the objectives and nature of the plan are firmed up. SEA is a process for evaluating, at the earliest appropriate stage, the environmental effects of a plan before it is made. Masterplanning and allocating sites will typically trigger a requirement for SEA. An SEA will provide objective information for local residents and businesses on the positive and negative environmental effects of your plan and wider policy proposals.

In addition, the steering group should check with the Local Planning Authority that their emerging preferred options are planning matters (i.e. suitable for inclusion as land use planning policy). Those that are not can be considered as community projects or neighbourhood infrastructure to be included within a delivery and implementation section of the neighbourhood plan (see Section 5).

4.3 Engage with developers to seek support for the proposals

In order for the neighbourhood plan to be effective, the policies put forward in support of the masterplan will require close liaison and cooperation with the Local Authority, landowners, and developers. Related to Section 1 the cooperation of these bodies can be used initially to ensure the proposed policies and strategy are robust and future proofed. At a later date these discussions will to help refine proposals leading to future planning applications.

Consulting with these key stakeholders in advance of formal consultation will help to establish buy-in to the broad objectives.

4.4 Promote a site where design guidelines are to be applied and tested.

To complement statutory policy it is good practice for the neighbourhood plan to consider implementation. Identifying a site for application of the design guidelines should be considered alongside policy interventions. The neighbourhood plan should also include a schedule of neighbourhood infrastructure and community projects which prioritise items or initiatives that have received support through public consultation or that are required to deliver the masterplan and wider neighbourhood plan vision and objectives. Delivery schedules are generally disaggregated depending on whether it is social, green or physical infrastructure. This could include improvements that deliver what is envisaged.

4.5 Consider establishing a design review panel

Because the design guidelines developed as part of this document cannot cover ever eventuality or design solution. The steering group could agree with the Local Authority to have a local panel of experts or to be able to convene a design panel in order to review and assess design proposals. This would provide a fresh opinion on design solutions presented.

Footnotes.

1. Section 55 of the Town and Country Planning Act 1990

2. Planning Practice Guidance (Paragraph: 065 Reference ID: 41-065-20140306 Revision date: 06 03 2014). Accessed at: https://www.gov.uk/guidance/neighbourhood-planning--2#basic-conditions-for-neighbourhood-plan-to-referendum.

3. Writing planning policies: A guide to writing planning policies which will address the issues that matter to your neighbourhood plan (Locality, 2014) Accessed at: http://mycommunity.org.uk/resources/writing-planning-policies.

4.2 Recommendations - Towards policies

The steering group should consider how our recommendations can be transposed into policy through discussions with the Council and use the best practice guidance from Locality to prepare daft policies for consultation. Locality's 'Writing Planning Policies' guidance sets of how different planning policies are designed to achieve different things. The guide describes the three most common as:

Generic – a simple policy which applies universally to development across the entire neighbourhood plan area;

Criteria based – a policy with a series of requirements that should be met by development proposals. These can be set out as separate bullet points; and

Site specific – this is where a policy applies to particular areas of land. One of the most powerful tools for a neighbourhood plan is to allocate land for a particular type of development. As well as allocating land you can use your plan to set out the principles which need to be followed in developing a particular site. This might include specifying what needs to be covered in a design brief to accompany any planning application. If you have site specific policies then you need to include a clear map showing the location and boundaries.

Project Role	Name	Position	Actions Summary	Signature	Date
Qualifying Body	Broadwindsor Neighbourhood Planning Group	Neighbourhood Planning Group	Revised Report with Option 2A submitted for final review		
Director / QA	Luis Juarez	Associate Urban Designer	Site visit, concept plan; Revision and approval of Final Report	Luis Juarez	12/12/2017
Researcher	Blerta Dino	Graduate Urban Designer	Research, site visit, concept plan, drawings	Blerta Dino	12/12/2017

If you require further information regarding this report, please contact:
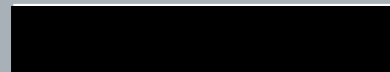
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