



Warwick District Council **RESIDENTIAL** DESIGN GUIDE

May 2018



Design principles for all those proposing new residential development in Warwick District, from whole estates to the extension of an existing home and for conversions

Contents

SECTION 1

04 INTRODUCTION

SECTION 2

06 HOW TO USE THIS DOCUMENT

SECTION 3

08 POLICY FRAMEWORK

SECTION 4

013 DESIGN STEPS

SECTION 5

023 DESIGN CONSIDERATIONS

- Local distinctiveness
- Density and scale
- Outdoor private amenity space

SECTION 6

027 DESIGN CHARACTERISTICS

SECTION 7

029 DESIGN PRACTICALITIES

- Refuse and recycling storage requirements
- Layout, design and dwelling mix
- Local plan policy H4
- Policy BE2 development developing significant housing sites
- TR3 parking
- Landscape

SECTION 8

035 DETAILED DESIGN

- Roof dormers
- Rooflights
- Windows
- Balconies and railings
- Extensions
- Distances

SECTION 9

051 EXAMPLES

SECTION 10

061 THE WAY FORWARD AND CHECKLIST

- Pre-application advice

APPENDICES

063 APPENDIX A

- Key planning policies

067 APPENDIX B

- Refuse and recycling storage requirements

087 APPENDIX C

- The 45 degree guideline

091 APPENDIX D

- Extensions and distance separation guidance

SECTION 1

Introduction

This document has been published in order to provide a design framework for anyone involved in providing residential development within Warwick District. It seeks to promote high quality and innovative design, sensitive to and in keeping with the area in which it is located. It has been updated to include the adopted (Sept. 2017) policies of the Local Plan 2011-2029. The Plan makes provision for 17,139 new homes during the plan period. It is vital that these homes are built to a high standard of design and building materials are of high quality and sympathetic to the areas in which they are located.

Warwick is made up of four principal towns; Royal Leamington Spa, Warwick, Kenilworth and Whitnash. Each town has its own specific characteristics and layout which has been shaped by hundreds of years of development. The wider urban areas are clustered around each of the town centres' historic cores which are protected by conservation area status. The towns are surrounded by more rural areas comprising villages, hamlets and areas of open countryside.

The area is largely affluent with house prices being higher than many of the surrounding districts including Stratford upon Avon and Solihull. It is a popular place to live and housebuilders are therefore keen to develop here. It is important to maintain high standards of design and build quality, whilst encouraging innovative thinking and new design approaches, embracing technological advances in construction and achieving carbon neutrality.

In addition, the Council will support and register interest from anyone wishing to self-build or custom build a property in the district.

The Council has set up a brownfield register which will enable developers to identify land which is suitable for residential development. Local planning authorities will be able to trigger a grant of permission in principle for residential development for sites in their registers where they follow the required procedures.

It is considered that the Council can assist in achieving its design aims by:

- Helping to provide effective and innovative responses to local policies and government guidance in achieving high quality housing provision
- Taking an analytical approach to the design of new properties and house extensions
- Seeking to maintain local distinctiveness and encouraging sympathetic but innovative new designs
- Ensuring that the latest design standards are incorporated into any new buildings

This is a review and update of the original document (2008) that was compiled through public consultation which included design professionals, users of the guide, amenity societies, Planning Committee Members, Planning Officers and those local people who are interested in creating good design in the district and is the current consultation document. The Guide seeks to combine the aspirations of these user groups for good design in this district.

The document has been prepared with housebuilders and householders in mind. It is however a generic document which outlines Warwick District Council's design aspirations for all new residential development no matter the size. To add more detail and for specific areas of the district, there are more documents to take into consideration. These are published on the Council's website and you are advised to consult those that relate to the type of development you are carrying out and the area in which your development is located.

This document will be adopted as a Supplementary Planning Document and all residential planning applications, whether for new housing estates or minor household extensions, are expected to conform to the guidance within.

SECTION 2

How to use this document

- Major planning applications and one or more houses in a conservation area are required to be accompanied by a Design and Access Statement. The statement should show how applicants or agents have taken into account the principles of good design in their development proposals. Section 4 of this document 'Design Steps' is based on Local Plan Policies BE1 and BE2 and gives a series of considerations which must be taken into account in any design preparation and should be clearly interpreted in the Layout and Design Statement. This is the section to which applicants and agents should refer as a starting point for their design process.
- Section 5 provides information on specific design considerations including local distinctiveness, density and scale and design character. These are all vital elements to good design and all design statements must demonstrate that this level of detail has been fully considered. Section 5 also itemises the practical aspects of housing design which must be fully explored beyond the bounds of the information provided in this document to ensure a quality environment is provided.
- Detailed design issues are covered in a series of design sheets in Section 8. These are arranged to provide stand-alone advice on specific design issues and ensure that whilst detailed design standards are met, the quality of the environment will not be compromised.
- Section 9 provides a series of photographic examples. Whilst these examples are given to assist in design formulation, they are not prescriptive and should not be used as a template for new developments.
- Section 10 acts as a check list to ensure that all relevant information has been provided.

The Planning department encourages pre-application discussions prior to the final design of a development being prepared. This can save time at the planning application stage and provides additional guidance on a specific site by site basis.

This residential design guide should be read in conjunction with and be in accordance with national and local documents which provide a sound basis for good design:

- At a national level, the Design Council merged with the Commission for Architecture and the Built Environment (CABE), the government's advisor on design in the built environment in 2011. Since then, they have combined to issue design guidance on a variety of aspects of design which can be accessed on the Design Council website www.designcouncil.org.uk
- The National Planning Policy Framework (NPPF) provides national policy guidance for all new housing. This document sets out the national context for good housing design www.gov.uk
- The district council has produced specific guidance for those working with listed buildings and in conservation areas. In this context reference should always be made to the conservation area statements for a specific area and the document 'Development Guide for Listed Buildings and Conservation Areas' which gives detailed guidance to designers www.warwickdc.gov.uk
- Historic England regularly updates its website with publications relating to both national and regional guidance www.historicengland.org.uk

This document does not prescribe design codes or address requirements for specific areas of the district. It is a vehicle for outlining the Council's general approach to design and signposts other documents which will lead the developer to a carefully considered proposal.

The Local Plan allocates a large number of new houses for the district and many of the larger developments will have a development brief associated with them. The development briefs have far more detail which are specific to areas of the district and will inform the design for each. Developers of large sites are advised to appraise themselves of the content of these documents and adhere to the advice therein when submitting planning applications.

SECTION 3

Policy Framework

This document will be adopted by Warwick District Council and has the status of Supplementary Planning Document. The Government supports the securing of good design as a key element in delivering sustainable development and the Local Plan sets out a commitment to achieving high quality design across the district.



Setting the context for the Residential Design Guide: National Planning Policy Framework (NPPF), 2012

The document sets out the Government's overarching planning policies for delivering sustainable development through the planning system. It is clear that good design is a key element in achieving sustainable development and is indivisible from good planning. In the NPPF (paras 56 & 57) the Government attaches great importance to the design of the built environment and its positive contribution to making places better for people.

The NPPF states that planning policies and decisions should aim to ensure that developments:

- will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development
- establish a strong sense of place, using streetscapes and buildings to create attractive and comfortable places to live, work and visit
- optimise the potential of the site to accommodate development, create and sustain an appropriate mix of uses (including incorporation of green and other public space as part of developments) and support local facilities and transport networks
- respond to local character and history, and reflect the identity of local surroundings and materials, while not preventing or discouraging appropriate innovation
- create safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion
- are visually attractive as a result of good architecture and appropriate landscaping

The document goes on to say that good design goes beyond the aesthetics and includes the connections between people and places and the integration of new development into the natural, built and historic environment.

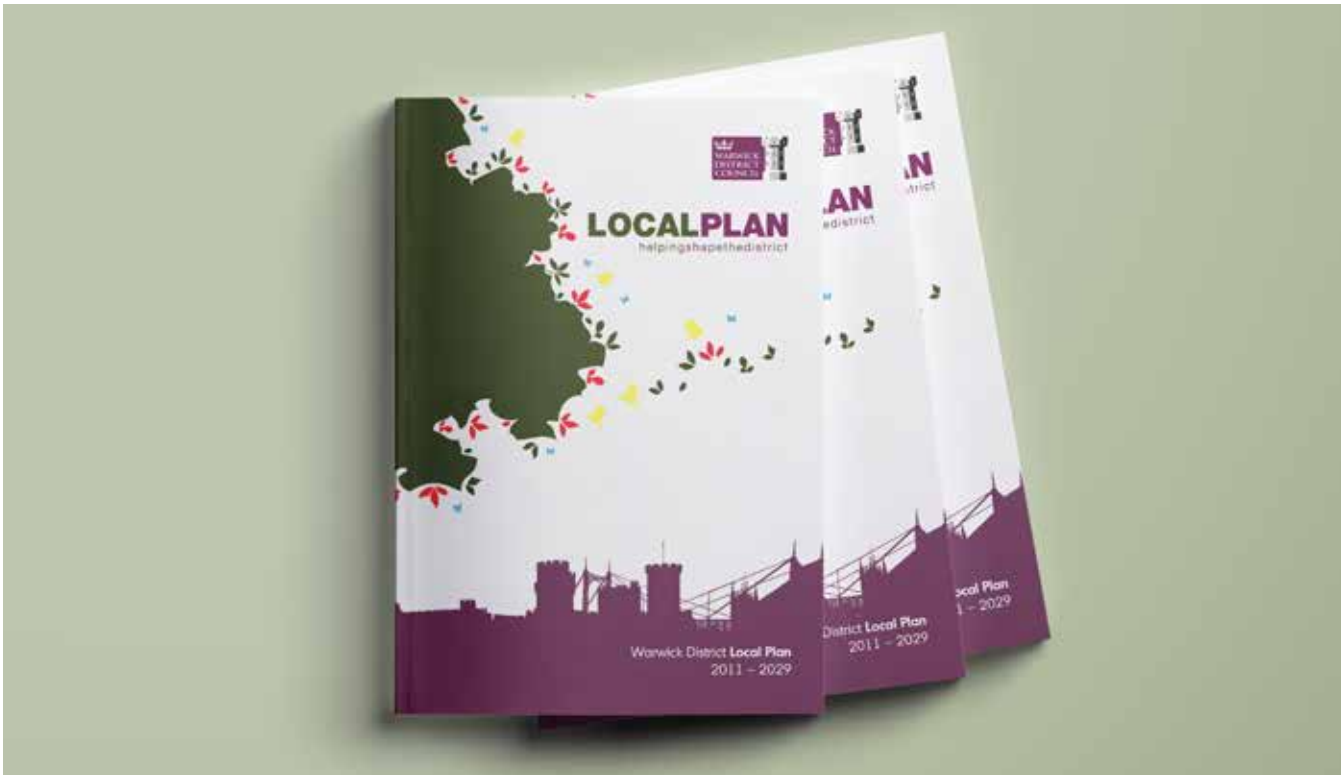
The Warwick District Local Plan 2011 – 2029

The Warwick District Local Plan was adopted in September 2017. As a newly adopted plan, the policies are very contemporary and therefore in full compliance with the NPPF and other national guidance.

One of the priorities for the Local Plan Strategy is supporting sustainable communities, (including health and wellbeing and community safety). To achieve this, aspects to be considered include – the design and layout of new developments; the provision of infrastructure, spaces and services and the enabling of healthy and safe lifestyles; regeneration and enhancement of existing communities and environments, tackling inequalities and the protection of the natural and built environment.

Key policies within the Local Plan that deal with the layout and design of new development, include:

- **BE1** – Layout and Design
- **BE2** – Developing Significant Housing Sites
- **DS3** – Supporting Sustainable Communities
- **H1** – Directing New Housing
- **SCO** – Sustainable Communities
- **TR1** – Access and Choice
- **HS1** – Healthy, Safe and Inclusive Communities
- **HS7** – Crime Prevention
- Also policies relating to climate change, historic environment and landscape



Garden towns, villages and suburbs, a prospectus for Warwick District, 2012

The Government reintroduced the concept of Garden Cities through the NPPF. In paragraph 52, it is stated that “The supply of new homes can sometimes be best achieved through planning for larger scale development, such as new settlements or extensions to existing villages and towns that follow the principles of Garden Cities.”

To support this approach for the larger strategic sites and urban extensions in the district, the Council commissioned this document to support the Local Plan. It illustrates the overarching principles and attributes of garden suburbs and neighbourhoods and enables a positive contribution to the Council’s ‘Fit for the Future’ policy and accords with the strategic vision to make ‘Warwick District a great place to live, work and visit’.

A well planned Garden Suburb will integrate with surrounding communities and provide the full range of housing choices and local services for new and existing communities that will benefit from living in an environmentally-friendly green setting. The garden suburb comprises mainly houses with potential for a small component of apartments. It has an attractive leafy, suburb feel to it, with tree lined streets that feel intimate with sufficient room in the carriage way for safe cycling and walking, that will mature and improve over time.

The garden suburbs are expected to have a density range of 20-45 dwellings per hectare dependent upon the exact location within the development, with a potential mix of uses of residential; open space, parks and playgrounds; local shops at selected key locations; allotments etc. Houses are the predominant typology and are arranged in pairs or groups of 4 and 6 homes; a few apartment blocks are possible at key locations. Buildings have a recognisable built line allowing for recessions or protrusions of groups of buildings that provide interest and rhythm. This is reinforced by a consistent front garden and boundary treatment along the length of the streets. Buildings are designed to ‘turn the corner’ to avoid blank façades at the end of blocks; corner houses constitute a special and consistent typology. The backs of blocks are occupied by generous gardens with large trees, hedges and planting. No rear court car parking or hard surfaces are included following the advice of the police in ‘Designing Out Crime’ and to improve the environment and aesthetics of an area.

**Design guidance for the Strategic Urban Extension
(South of Royal Leamington Spa and Warwick), 2016**

An example of an area specific document prepared for guiding new development , this document forms an addendum to the ‘Garden Towns, Villages and Suburbs’ document outlined above.

Although it is specifically aimed at the design of the strategic housing sites in the Local Plan 2011- 2029, located to the south of Leamington Spa and Warwick, the general principles applied and guidance to ensure compliance with the Garden Suburbs ambitions for the district, will also be relevant to other sites. Some outline planning permissions require the production of specific design codes and masterplans. This document serves as a tool to assist in the process of design evolution at the reserved matters stage.

The Council is working on a number of development briefs for specific areas of the district and anyone interested in pursuing a planning application for new housing is advised to reference the relevant document for the area in which their land is situated.

Additionally, the Council has published a large number of advice notes with regard to development and the historic environment. For further advice, please see the Council’s website or contact the Conservation Officer at the Council’s offices.

SECTION 4

Design steps

New housing development should not be viewed in the isolation of the individual site, but consideration must be taken of the wider context including not just neighbouring buildings, but also townscape and landscape.



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. This is particularly relevant in conservation areas or where listed buildings are in the vicinity of the development.

It is important with any proposals that full account is taken of the local context and that the new designs embody the 'sense of place' and also meet the aspirations of people already living in that area.

This section takes into account the requirements set out in the Local Plan against which all residential applications will be assessed.

Local Plan Policy BE1 layout and design

Development proposals which have a significant impact on the character and appearance of an area will be required to demonstrate how they comply with this policy by way of a Layout and Design Statement.

New development will be permitted where it positively contributes to the character and quality of the environment through good layout and design. Development proposals will be expected to demonstrate that they:

a) Harmonise with, or enhance, the existing settlement in terms of physical form, patterns of movement and land use

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

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

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- 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 the character of a rural location?

c) Reinforce or enhance the established urban character of streets, squares and other spaces

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- 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 architectural and historical distinctiveness

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- 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) Enhance and incorporate important existing features into the development

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- What are the important features surrounding this 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?
- How can the existing features be enhanced by the development proposals?

f) Respect surrounding buildings in terms of scale, height, form and massing

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Is the scale of adjacent buildings appropriate to the area?
- Should the adjacent scale be reflected?
- What would be the reason for increasing the height of the development?
- 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 adjacent and adjoining properties
- Does the proposed overlook any adjacent properties or gardens?
- Have the 45° Code and Distance Separation Guidance been applied?

g) Adopt appropriate materials and details

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- 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, patterns of activity

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- 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) Incorporate design and layout to reduce crime and fear of crime

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Have the principles of 'Designing Out Crime' been addressed and incorporated?
- Is the layout compatible with that advice?
- Has car parking been integrated into the design to exclude parking courts and rear garage courts?

- Is there an opportunity for overlooking of public open spaces, playgrounds and parking areas to reduce the risk of crime?

j) Provide convenient, safe and integrated cycling and walking routes within the site and linking to related routes and for public transport

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Have dedicated cycle paths and/or joint cycle/pedestrian paths been included throughout the development?
- Do these paths link with others beyond the development boundary?
- Are access points and internal roads of sufficient width to allow buses of all sizes to access the development?
- Do access roads allow for large vehicles to pass and to turn if necessary?
- Is there safe and clear access for emergency vehicles to access all parts of the development?
- Is there an emergency vehicle access dedicated to this use where required?

k) Provide adequate public and private open space for the development in terms of both quantity and quality?

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Has the proposal been considered in its widest context?
- Has the relevant standard been applied to this development for both public and private open space?
- What are the landscaping qualities of the area?
- Have all aspects of security been fully considered and integrated into the design of open spaces?
- Has the impact on the landscape quality of the area been taken into account?
- Have the appropriate boundary treatments been incorporated into the scheme?
- In rural locations has the impact on development on the tranquillity of the area been fully considered?

l) Incorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features including incorporating sustainable water management features

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- 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 but provide sufficient luminosity to reduce crime?
- Does the development avoid Flood Zones 3, 3a and 3b?
- Has a Flood Risk Assessment been prepared where necessary?
- Has the exception test been carried out where highly vulnerable development is considered within Flood Zone 2
- Have sustainable drainage systems (SUDS) been incorporated?
- Has the wider context been taken into account when designing drainage systems to ensure that flooding issues are not exacerbated elsewhere along the system?
- Where features such as balancing ponds and swales are included in the design, has this been done sympathetically and securely?

m) Ensure all components e.g. buildings, landscaping, access routes, parking and open spaces are well related to each other and provide a safe and attractive environment

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Has the proposal been considered in its widest context?
- Have the principles of 'Garden Towns, Villages and Suburbs' been applied?
- Is the landscaping hard or soft or a mix?
- 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 boundary treatments been assessed for their appropriateness within the context of the site?
- In rural locations has the impact of development on the tranquillity of the area been fully considered?

n) 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

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Has adequate provision been made for bin storage in accordance with the Appendix B guidance note?

- 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?

o) Meet the highest standards of accessibility and inclusion for potential users regardless of disability, age or gender

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Have the principles of 'Buildings for Life 12' been considered and incorporated where possible
- Has the design taken into account the accessibility to and within buildings by wheelchair users?
- Do homes include wider doorways, higher power points, wider toilet facilities and safety rails where necessary?
- Has the design taken into account accessibility for those of limited mobility e.g. the use of ramps rather than steps and handrails to aid balance?
- Has the design taken into account those wishing to access buildings with baby buggies, prams etc?
- Can open spaces and public buildings be accessed by all?
- Are footpath edges clearly marked and is signage large enough for the visually impaired?
- Are audible alarms and indicators included where necessary?
- Have the needs of guide and assistance dogs been taken into account when locating street furniture?

p) Ensures that layout and design addresses the need for development to be resilient to climate change

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Has the design taken into account the building orientation, construction techniques and natural ventilation methods to mitigate against rising temperatures?

- Has the use of multi-functional green infrastructure (including water features, green roofs and tree planting) been optimised to provide urban cooling and local flood risk management and access provided to outdoor space for shading?
- Have water efficiency measures encouraging the use of grey water and rainwater recycling been incorporated?
- Has the development been located in an area of low flood risk minimising vulnerability to flood risk and have mitigation measures, including SUDS been incorporated?

q) Ensure that there is an appropriate easement between all waterbodies/watercourses to allow access and maintenance

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed.

- Has the lead Local Flood Authority been consulted in relation to requirements for easements for developments in close proximity to ordinary watercourses?
- Does development near to waterbodies include access to them?
- Does the watercourse/watercourses reflect a natural state?

Local Plan policy BE2, developing significant housing sites relates specifically to sites of 200 or more dwellings.

The policy states that:

Development sites of over 200 dwellings, or sites (in combination with other sites) form part of a wider development area which exceeds 200 dwellings or other developments which have a significant impact on the character and appearance of an area, will be expected to comply with a development brief. Where a development brief is absent for a strategic site, planning applications should comply with Policy BE1 and should be accompanied by a Layout and Design Statement providing information to address the information in relation to the matters set out in a) to k) below.

Development briefs will be prepared for all these sites setting out requirements for:

- Infrastructure (ensuring alignment with the Infrastructure Delivery Plan);
- Layout proposals, including where appropriate linkages and alignment with adjoining sites;
- Densities (which should not be lower than 30 dwellings per hectare on average);
- Design principles, taking account of the Garden Towns, Villages and Suburbs prospectus (or subsequent design guidance adopted by the Council) and Buildings for Life 12;
- Design for healthy lifestyles including provision for cycling, walking, playing pitches, parks and open spaces and other green infrastructure;

- Landscaping;
- Site access and circulation;
- Managing and mitigating traffic generation;
- The requirements set out in Policy BE1;
- Community facilities in accordance with policies HS1, HS6 and the Infrastructure Delivery Plan, including how they will be viably managed and maintained in the long term; and
- Protection and enhancement of the historic environment

Development briefs will be approved by the Local Planning Authority.



SECTION 5

Design considerations

The character of Warwick District is made up of a complex variety of building styles which contribute to the attractive qualities of many residential areas. These range from the classical architecture of Leamington with set piece terraces to the traditional timber framed vernacular of rural areas.

There are a number of factors which make up these qualities which should be considered in all applications. The design should demonstrate that these elements have been fully considered. The following sections contain information on the following aspects of design:

- Local distinctiveness (see below)
- Densities and increased scale (see below)
- Layout, design and dwelling mix (see P31)
- Private amenity space (see P25)
- Design characteristics (see P26)
- Design practicalities (see P28)
- Access for the disabled (see P30)
- Parking considerations (see P32)
- Landscaping (see P33)

Local distinctiveness

In the past, the use of locally obtainable materials and the design of buildings to suit local need was universally evident and still remains, particularly in historic core areas. From the beginning of the 20th century the widespread use of concrete, bricks and other easily obtainable building materials had led to a decline in local distinctiveness and in many instances, a blandness which no longer relates in any way to a particular area in which a building has been constructed. In some 20th century developments, a local distinctiveness emerges in the housing styles used.

The rhythm of buildings, consistent detailing, local materials, boundary treatments and landscaping all contribute to the local distinctiveness and character of an area and this should be analysed through a character appraisal of the locality.

Local distinctiveness does not preclude the use of modern designs. Distinctive characteristics of certain areas may be equally well interpreted in a contemporary form. The Council wishes to support the use of innovative design which enhances local distinctiveness and the townscape quality. It should be noted that local distinctiveness is, as it states, local to an area and a design solution for a particular site may not be repeatable elsewhere. The key design requirement is for a solution that addresses each characteristic of a character appraisal of an individual site. The character appraisal is the medium through which local distinctiveness will be analysed and the Council will expect to see evidence that both the existing pattern of development and its special qualities have been examined and the detailed design solution positively responds to these findings.

Densities and increased scale

The ‘Garden Towns, Suburbs and Villages’ prospectus demonstrates the advantages of tree lined streets, suitable parking facilities, plot sizes and appropriate housing density. Bringing forward new development at the right density is important. There is a balance to be reached between delivering high quality design within the ‘Garden Towns Villages and Suburbs’ principles whilst reducing the amount of greenfield land required for development. The Local Plan therefore requires that new development on greenfield sites should be provided at a density of at least 30 dwellings per hectare (Policy BE2, c). There is no upper limit set on this although new

development is expected to harmonise with, or enhance the surrounding area in line with Policy BE1 (above) and where development sites are located in or close to town centres or public transport interchanges, densities are expected to be significantly higher than the minimum.

All proposals will need to comply with these density requirements unless it is clear that a lower density is more appropriate on the site. The Council recognises that there will be occasions where this may be the case. Some sites may not lend themselves to a higher density proposal without compromising design quality for example,

- Where the character of the locality suggests a lower density scheme is appropriate
- Smaller sites
- Those of an unusual shape
- Those with distinctive topographic or landscape features which make a significant contribution to local townscape character

Furthermore there will be cases where the Council seeks a particular mix of housing on a site (for example, where the emphasis is on family homes rather than apartments) and this will also impact upon overall housing density.

In such cases, a development of less than 30 dwellings per hectare can be considered as appropriate and the justification for this lower density should be set out in the design statement accompanying the planning application. Applicants will be expected to have regard to any advice in this design guide in making a case for a lower density scheme.

Outdoor private amenity space

Private amenity space refers to rear gardens of houses and individual or shared outdoor community spaces for flats and apartments. In designing high quality amenity space, consideration should be given to privacy, outlook, noise, sunlight, trees and planting, materials (including paving), lighting and boundary treatment. All dwellings should have access to outdoor amenity space that is not overlooked from the public realm and provides a reasonable level of privacy. The size, shape and slope gradient of amenity space is key to its usability. Awkwardly shaped, narrow and very steeply sloping amenity spaces should be avoided and will not be considered to count towards usable outdoor amenity space.

The minimum standards for such amenity spaces are as follows:

HOUSES, BUNGALOWS ETC	
1 or 2 bedroom	40 sq m
3 bedroom	50 sq m
4 bedroom	60 sq m
FLATS AND APARTMENTS	
10 square metres per bedroom	

For flats amenity space may be communal but should form a consolidated area. Provision of amenity space and gardens must be set within the context of ensuring that inefficient use of land is avoided. Therefore in situations where the standards cannot be achieved e.g. high density housing developments the Council will seek to work jointly in agreement with developers to provide an upgrade to nearby off site amenity space which will be available to the general public.

SECTION 6

Design characteristics

The Council wishes to promote innovative designs where they complement their surroundings. The applicant must demonstrate that the context of the proposal is understood and respected.

Buildings which make a statement may be appropriate in an otherwise uninteresting street scene or on corner sites or visually axial sites.

Traditional designs should ensure a high standard of detailing is used to reinforce the character of an area. Weak detailing can often reduce the overall impact of an otherwise well thought out scheme.

Traditional solutions may not be transferable from one area to another. A clear analysis of each site should enable a site specific building which may be a contemporary solution.

Design steps A – G (P14) relate specifically to site surroundings whether urban or rural, of high environmental quality or an area requiring improvement. There are specific situations in the context of steps A – G which will require additional consideration. Reference is made to these below and where relevant, sources of specific information.

- **Heritage Assets.** There are over 1500 Listed Buildings within the district and specific protection is afforded through Local Plan policy HE1 and policy HE3 for locally listed historic assets. Further information is available in other publications published by the district council: 'Listed Buildings and Conservation Areas', and 'Development Guide to Listed Buildings and Buildings in Conservation Areas'
- **Conservation Areas.** There are over 29 Conservation Areas in the district. Specific protection is given in policy HE2. There is more information available in the above mentioned publications and in individual Conservation Area leaflets and 'Conservation Area Statements for the Towns'.
- **Urban or terraced buildings.** New development and the extension of existing terraced properties should respect the height and scale and symmetry of the existing terrace. The urban centres of Leamington, Warwick and Kenilworth have a wealth and variety of terraced housing from 2 to 6 storey. Further advice is given in the publications 'Development Guide to Listed Buildings and Building in Conservation Areas'.
- **Large Houses and Development in Large Gardens.** Many large houses exist in both the urban and rural areas, set in their own sizeable gardens. Local Plan Policy H1, Directing New Housing protects garden land from housing development. "Housing development on garden land, in urban and rural areas, will not be permitted unless the development reinforces, or harmonises with, the established character of the street and/or locality and respects surrounding buildings in terms of scale, height, form and massing".
- **Suburban situations.** Established suburbs often have pleasant characteristics combining mature gardens and houses of a common scale and diversity. New development in these areas needs to define and respect these density characteristics.
- **Rural Locations.** New developments and extensions in rural areas must always start with a character analysis of the village or hamlet. Warwick District has a tradition of timber framed and brick houses but also stone and rendered buildings. This rich mixture would be spoilt by an inappropriate choice of materials and poor pastiche. Contemporary solutions may work equally well if the scale and use of materials are correct for the area.

Paragraph 110 goes on to say, "In preparing plans to meet development needs, the aim should be to minimise pollution and other adverse effects on the local and natural environment. Plans should allocate land with the least environmental or amenity value, where consistent with other policies in this Framework".

There are practicalities which must be addressed at an early stage in any design to provide a harmonious and workable solution. The headings set out below serve as a helpful checklist. It should be demonstrated in all design statements that each area has been adequately researched and standard sources identified.



SECTION 7

Design practicalities

The NPPF (paragraph 109) states that “the planning system should contribute to and enhance the natural and local environment by “preventing both new and existing development from contributing to or being put at unacceptable levels of soil, air, water or noise pollution or land instability”

- Designing out crime and the fear of crime by ensuring that there are no unprotected areas and entrances. Full use should be made of the advice from the Local Crime Prevention Officer and reference made to the Design Council document ‘Designing Out Crime: A Designers Guide’ 2015 or later versions as published. Design statements should make specific reference to crime prevention measures.
- Reducing the risk of noise nuisance by detailed noise reduction measures within buildings, particularly high density mixed use developments in town centres. Location of dwellings adjacent to potential sources of disturbance should be carefully considered at an early stage of the design process. Innovative siting and careful location of windows can reduce future disturbance
- Bin storage and waste handling. Adequate bin storage should always be demonstrated particularly in higher density schemes. Consideration should be given to space for recycling facilities and the nature of waste collections, details of which can be obtained from the Local Authority. Composting facilities and soft water collection should also be integrated into a design.

**See appendix B for section on waste collection and bin storage
Refuse and recycling storage requirements – a guidance note**

- Management of pollution and air-contamination. Specific reference must be made in the Design Statements to design issues relating to air quality and contamination. Much of the district is covered by smoke control orders. Water disposal and run off from developments should be considered in respect of impact on water courses and the accumulation of surface water from hard landscaping. Light pollution should be avoided particularly in open countryside. Excessive lighting of rural development should be avoided and all light sources shielded by down-lighters.

- Access requirements. Design and Access Statements are required for all planning applications. It is a statutory requirement to provide disabled access to all newly erected dwellings under Part M(1) of the Building Regulations, 2016. It must therefore be demonstrated that accessibility for all users has been fully considered. This should be included in the Design and Access Statement. In situations of multi-storey and multiple occupancy buildings, the Building Control Officer should be consulted at an early stage in relation to statutory requirements for disabled access.

Reasonable provision is made if the dwelling complies with all of the following:

- Within the curtilage of the dwelling or the building containing the dwelling, it is possible to approach and gain access to the dwelling
 - It is possible to gain access to the dwelling or the building containing the dwelling, from the most likely point of alighting from a car
 - A disabled person who is able to walk is able to visit any dwelling in a building containing one or more dwellings
 - Visitors can access and use the habitable rooms and a WC within the entrance storey of the dwelling (or the principal storey where the entrance storey does not contain a habitable room).
 - Where the habitable rooms and the WC are located on the entrance storey, access between them is step free
 - Wall mounted switches and socket outlets in habitable rooms are reasonably accessible to people who have reduced reach.
- Quality environments. Although this guide does not seek to provide specific space standards, the Design and Access Statement should demonstrate that quality spaces with good visual aspects and light sources are being provided. Habitable rooms which can sustain only the minimum furniture requirements will not be considered acceptable. Adequate storage should be provided for cycles, prams and other domestic necessities.
 - Energy conservation. New development should be designed to maximise energy conservation and as a minimum meet regulations for energy efficiency. Particular attention should be given to the orientation of the building or choice of materials. More guidance on this is provided in Local Plan policies CC1, Planning for Climate Change Adaptation and CC2 Planning for Renewable Energy and Low Carbon Generation.

Residential developments are required to be designed and constructed in accordance with relevant national sustainability standards and national zero carbon homes policy.

Many of the design requirements regarding energy efficiency and conservation for new development are prescribed under the national Building Regulations; L1A for new dwellings, L1B, for existing dwellings and 'Domestic Building Services Compliance Guide', 2013 edition (or the latest update of these).

The Council has produced a map of potentially suitable sites for the location of district heat and energy schemes; 'Warwick District Heat Mapping and Energy Masterplanning', 2015. Reference should be made to this document by developers of the strategic residential sites in the Local Plan or any other large residential development in the district for further advice.

The Council has also produced a Supplementary Design Statement on 'Sustainable Buildings', however this was published in 2008 and the policies are now superseded by the new Local Plan (2011-2029). Some of this document remains relevant. Until the document has been updated however, please refer back to the Council with any direct queries about the content.

Layout, design and dwelling mix

Local Plan policy BE1, Layout and Design outlines the criteria by which new development proposals and layout and design statements will be assessed. A full explanation of this policy, including how to respond to the criteria, can be found in Section 4, Design Steps, above.

Local Plan policy H4, securing a mix of housing

The Council requires proposals for residential development to include a mix of market housing which contributes towards a balance of house types and sizes across the district, including the housing needs of different age groups, in accordance with the latest Strategic Housing Market Assessment (SHMA).

The Council may take account of the following circumstances in determining where it may not be appropriate to provide the full range of house types and sizes.

- physical constraints, such as those associated with small sites of less than 5 houses and conversion schemes, where opportunities for a range of different house types are limited (unless criterion e) applies);
- locational issues, such as highly accessible sites within or close to the town centre where larger homes and low/medium densities may not be appropriate;
- sites with severe development constraints where housing mix may impact on viability;
- sites where particular house types and/or building forms may be required in order to sustain or enhance the setting of a heritage asset; and
- developments in rural areas, where there is an up-to-date village or parish housing needs assessment which is a more appropriate indication of housing need."

The layout and design statement should include a full survey and design analysis of the site, its context and surrounding features and is expected to;

- Identify key features of local distinctiveness and contextural features;
- Demonstrate how the proposal responds positively to these features;
- Identify design principles for the development proposals taking account of the 'Garden Towns, Suburbs and Villages' prospectus or any subsequent design guidance produced by the Council; and
- Demonstrate that all of the design criteria in the policy have been considered and addressed where appropriate

The Local Plan supporting text states that 'The Council supports the use of imaginative new designs in the right location, however, it is important that such proposals should clearly demonstrate how they respect and reflect the character of the local area....poor layout and design which does not comply with this policy or any supplementary planning guidance adopted by the Council, will be refused.'

Policy BE2 developing significant housing sites

This policy relates to development sites of over 200 dwellings, or sites which (in combination with other sites) form part of the wider development area which exceeds 200 dwellings, or other developments which have a significant impact on the character and appearance of an area. These will be expected to comply with a development brief. " Where a development brief is absent for a strategic planning site, planning applications should comply with Policy BE1 and should be accompanied by a layout and design statement providing detailed information to address the information in relation to the matters set out in a) to k) below.

- a) Infrastructure (ensuring alignment with the Infrastructure Delivery Plan);
- b) Layout proposals, including where appropriate linkages and alignment with adjoining sites
- c) Densities (which should not be lower than 30 dwellings/hectare on average);
- d) Design principles, taking account of the Garden Towns, Villages and Suburbs Prospectus (or any subsequent design guidance adopted by the Council) and Buildings for Life 12;
- e) Design for healthy lifestyles including provision for cycling, walking, playing pitches, parks and open spaces and other green infrastructure;
- f) Landscaping
- g) Site access and circulation;
- h) Managing and mitigating traffic generation (see policy TR2);
- i) The requirements set out in Policy BE1; and
- j) Community facilities, in accordance with policies HS1, HS6 and Infrastructure Delivery Plan, including how they will be viably managed and maintained in the long term
- k) Protection and enhancement of the historic environment"

These bullet points should be taken into account when considering aspects of the design of a development and statements should demonstrate how they have been incorporated into the scheme.

Parking and design

Local Plan policy TR3 sets out the Council's position on car parking in new developments and further guidance on the specific requirement for different land uses is provided in the Vehicle Parking Standards Supplementary Planning Document (SPD) 2018 (when adopted) or any subsequent update of this document. This document provides guidance on the minimum standards expected by the Council for residential developments. Specifically, it details the number of spaces to be provided per unit dependent upon location and size and sets out where spaces should be located for maximum overlooking and therefore security (as guided by both Secured by Design and the Garden Towns, Villages and Suburbs Prospectus).

Where possible the provision of underground parking should be investigated. It is recognised that Conservation considerations can present particular challenges in terms of the siting of parking and therefore a sensible approach should be taken to ensure adequate provision alongside all other advice given in this document.

Excessive areas of hard landscaping and hardstanding should be avoided and water permeable surfaces should be used. Existing front gardens, particularly in Conservation Areas, should be protected from becoming hardstanding for vehicle parking areas.

"TR3 Parking

Development will only be permitted that makes provision for parking which:-

- a) has regard to the location and accessibility of the site by means other than the private car;
- b) does not result in on-street car parking detrimental to highway safety;
- c) takes account of the parking needs of disabled car users, motorcyclists and cyclists; and
- d) takes account of the requirements of commercial vehicles.

Development will be expected to comply with the parking standards set out in the most recent Parking Supplementary Planning Document."

Landscape

New dwellings either in groups or individually, will create a micro climate that can affect temperature, sunlight and wind environment. Careful and considered landscape design is an important element in any design proposal and may well form part of or a condition attached to a planning application. Soft landscaping is to be favoured over hard landscaping.

It will be useful to bear the following in mind when designing a landscaping scheme for any development:

- Use deciduous and preferably native trees to provide shade in summer and allow sunlight to filter through in winter
- Avoid excessive overshadowing of buildings whilst placing trees away from south facing elevations
- Use planting to maximise solar glare
- Use hedges and trees as windbreaks and also to provide shelter from cold draughts, particularly strong northerly winds
- Consider boundary treatment of any site as an integrated part of the landscaping scheme
- Carry out a biodiversity survey of the site as part of the site assessment to ensure that existing habitats can be adequately protected

SECTION 8

Detailed design

A series of guidance sheets covering detailed design situations has been published by the Council. These are reproduced in the appendices to this document and are also issued as stand-alone guidance sheets with their accompanying notes. They cover the following issues:

- Side extensions on detached dwellings
- Side extensions on semi-detached dwellings
- Overlooking
- Corner properties
- Distance separation and open spaces
- Rear extensions and the 45° rule
- Roof dormers
- Extensions to terraced houses in conservation areas



- Side extensions should be no more than 2/3 of the width of the original property
 - There should be a set back of 450mm
 - There should be a set down of 225mm
- See appendix 3 for details

Side extensions for detached dwellings

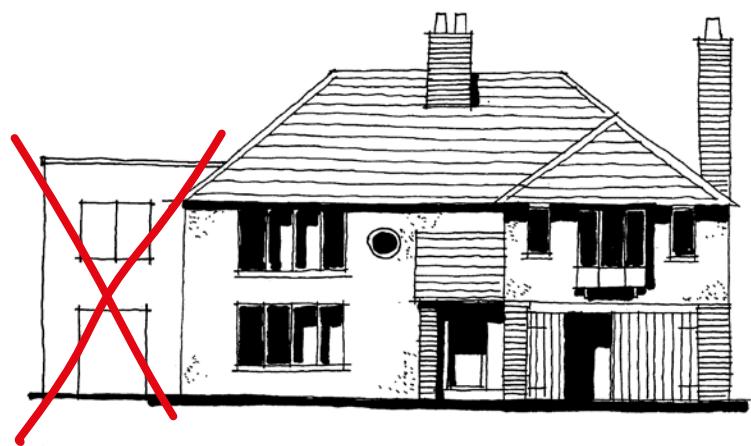
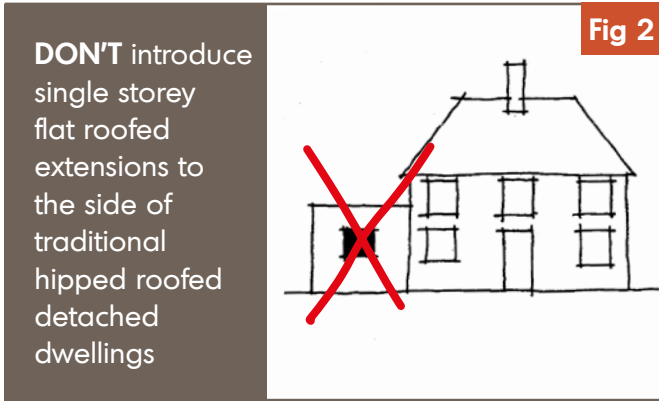


Fig 1

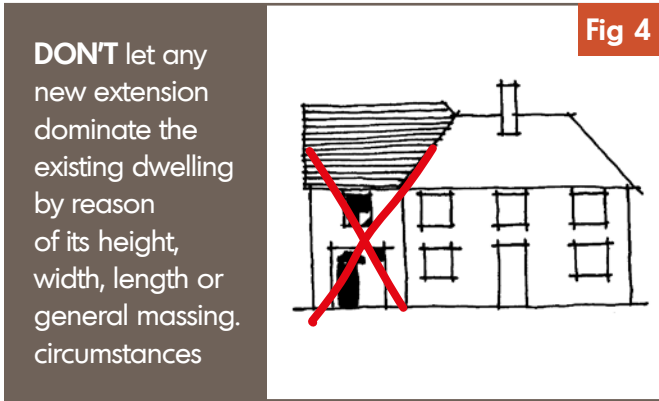
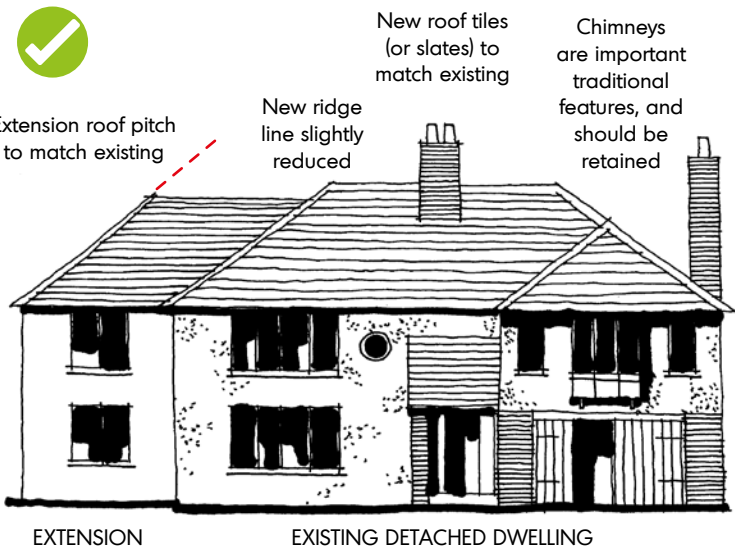
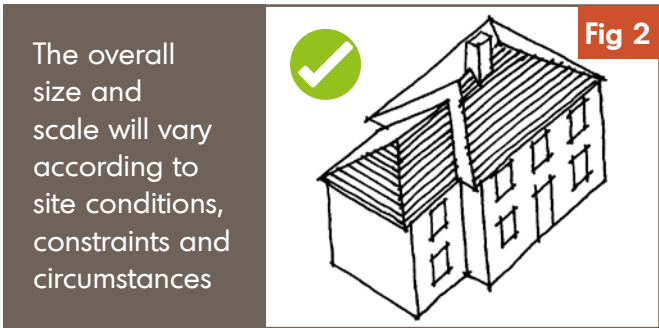
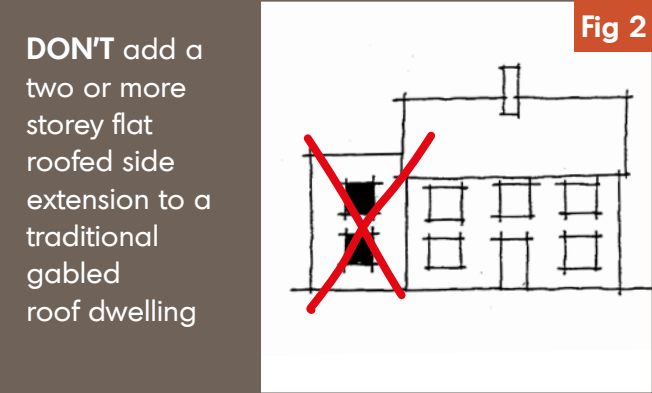
Traditional pitched roof detached dwelling with totally inappropriate flat roofed extension

- It is important that side extensions should relate to the design of the original building with matching roof shape and pitch. (Hipped or Gabled).
- Extensions to detached dwellings should always seek to enhance the overall design unity.
- Set backs to ridge levels and facade junctions helps to ensure that new extensions remain subordinate to the existing dwelling. For a facade this also helps to overcome visual problems associated with slight variations between existing brickwork dimensions and the new work.
- There may be scope in some instances to have a contemporary architect designed 'modern' extension. Quality of design, detailing and materials will be significant considerations. Each case will be viewed on its own merit.

Hipped Roofs



Gabled Roofs



Side extensions for semi-detached dwellings

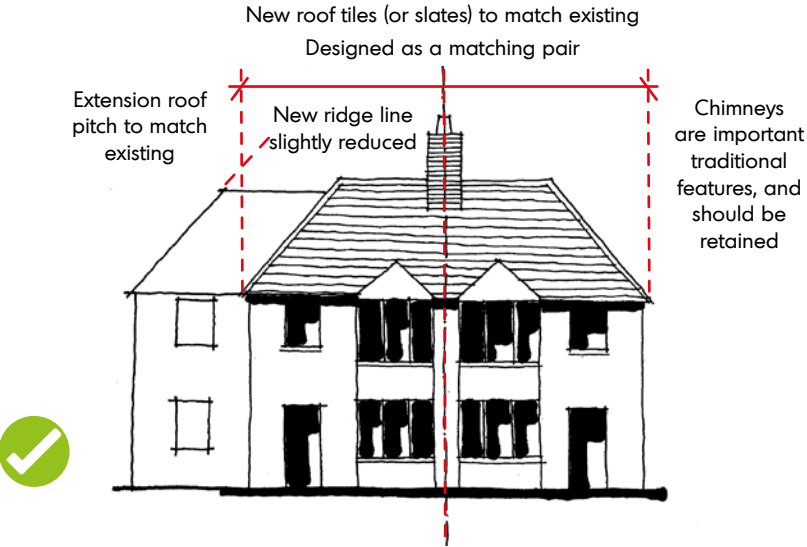


Fig 5

Semi detached dwellings are normally Fig-6 designed as a matching pair. It is important that this character is respected and not compromised by any new extension.

DO relate the design of any new extension to the form and character of the existing dwelling with a 450mm min set back between existing building and new extension.

DON'T let any new extension dominate the existing, by reason of massing material or height.

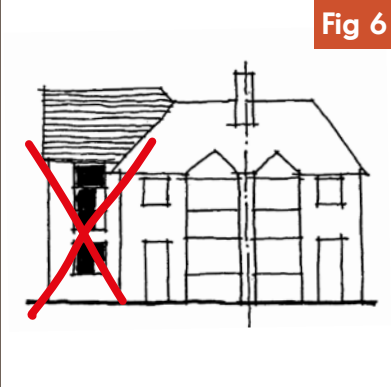


Fig 6

DON'T introduce a gabled roof extension to an existing semi detached hipped roof dwelling.

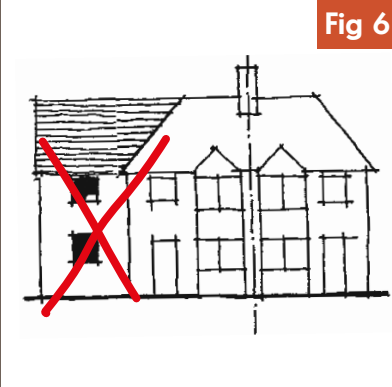


Fig 6

Flat Roofed Extensions

DON'T introduce two storey flat roofed extensions. They are not considered appropriate or acceptable.




Fig 6

DON'T introduce single storey flat roofed extensions to the side of semi detached dwellings.

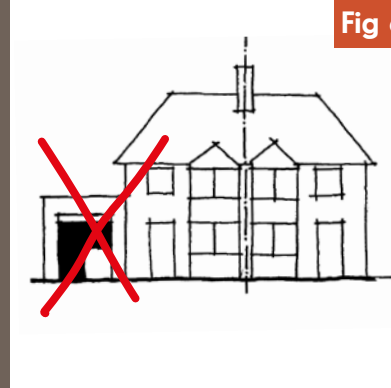


Fig 6

DO ensure that any extension is subservient to the existing dwelling.

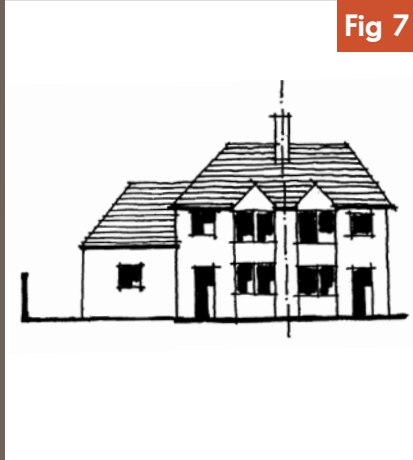


Fig 7

DON'T change the traditional compositional balance of the semi detached dwelling by introducing a new extension that runs continuously from the existing roof or wall line.




Fig 7

Corner plots

Corner plots are often larger than those of neighbouring dwellings; They can provide welcome open space in the streetscape-often enhanced by landscape planting.

DO respect the existing character of the streetscape.

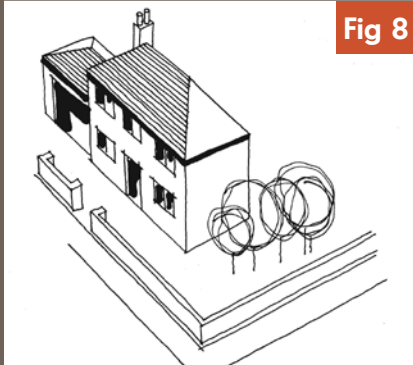


Fig 8

DON'T design any extension that substantially reduces the openness of the traditional corner plot.

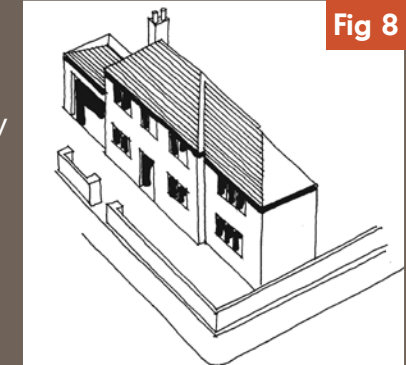


Fig 8

Side Extensions & Semi Detached Dwellings

The design and form of any extension to a semi detached dwelling should be compatible and generally subservient to the existing property. Windows, doors and other features should line through.

Flat roofed extensions

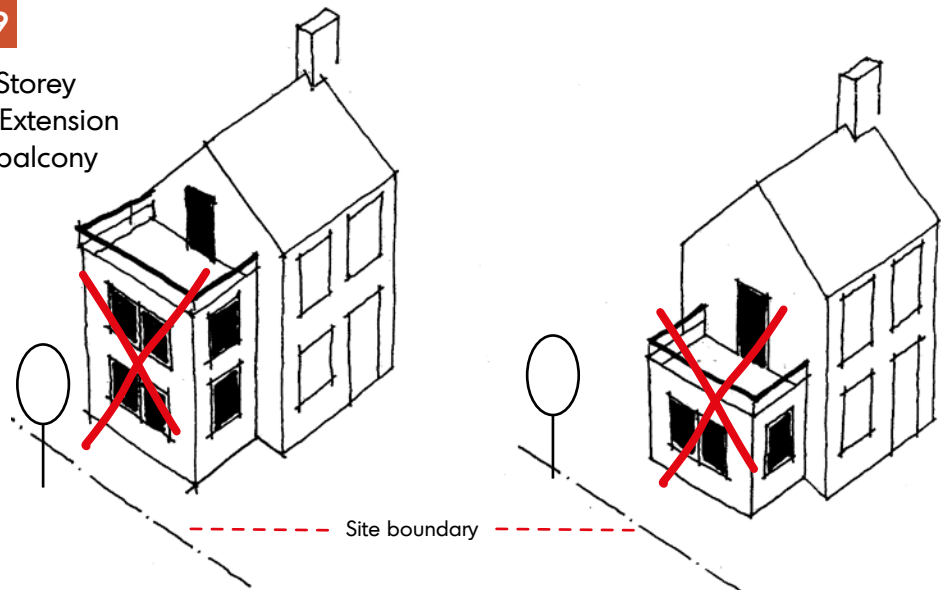
In certain discrete locations contemporary extensions to traditional buildings may be acceptable.

Overlooking

Fig 9

Two Storey Side Extension with balcony

Single Storey Side Extension with balcony



- Side facing windows in extensions of two or more storeys, where they overlook private gardens will not normally be permitted if they add significantly to existing levels of overlooking.
- For habitable rooms windows overlooking adjacent properties are not acceptable.
- In certain instances small non opening windows with obscure glazing may be acceptable for non habitable rooms.
- Flat roofed extensions to the side of an existing dwelling with balconies and/or roof gardens are not acceptable where there is a potential for overlooking.

Two Storey Side Extension

Generally, new overlooking windows will not be permitted
DON'T have windows at high level overlooking adjacent property

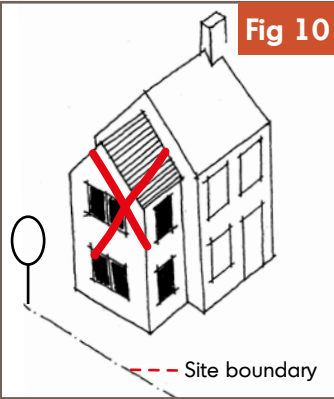


Fig 10

There may be problems with side windows on single storey side extensions

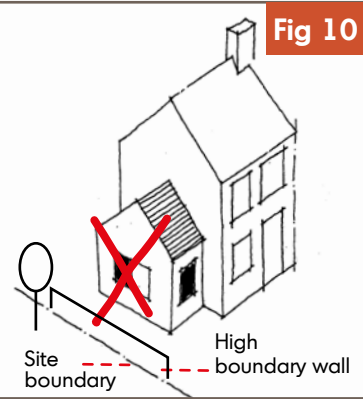


Fig 10

Distance Separation - Side Extensions

Typical street scape elevation, having a building rhythm

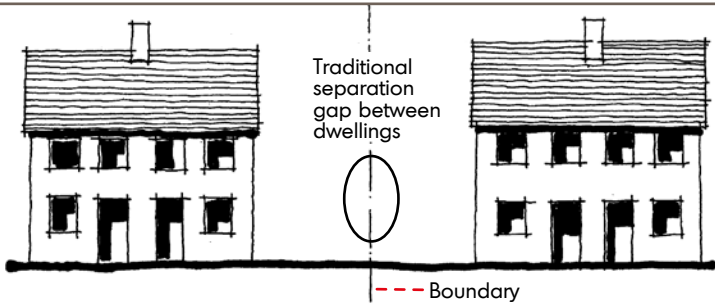


Fig 11

Distance Separation - To Avoid Terracing Effect

DON'T build any new two storey side extension on the existing boundary. Two storey side extensions built up to a common boundary would adversely effect the character of the area; and will normally not be permitted.

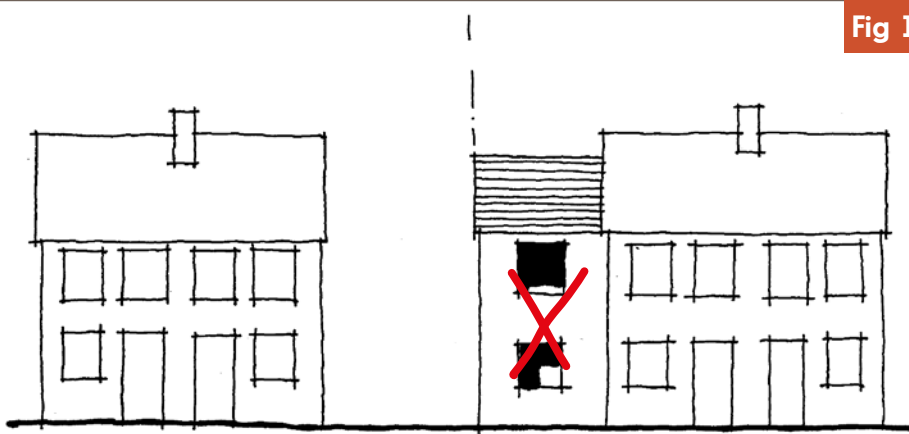


Fig 12

DO have a minimum distance separation between a common boundary and any new extension. A minimum 1m distance from the common boundary and the first floor gable wall of a new two storey extension should be provided. Single storey extensions on the ground floor part of a two (or more) storey extension may be built up to the boundary.

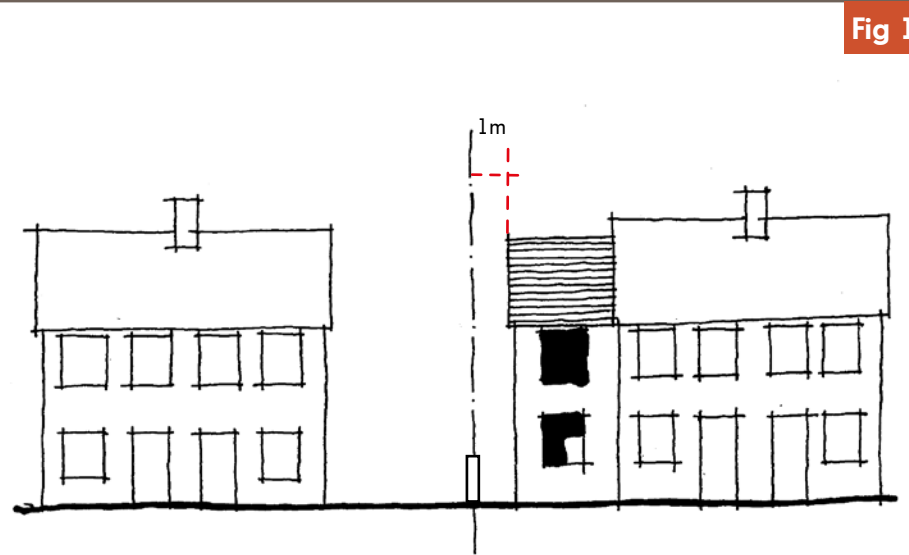


Fig 12

Distance Separation Between Fronts & Backs

Fig 13

In addition to distance separation the provision of adequate garden/ amenity spaces will be a material consideration in any proposal.

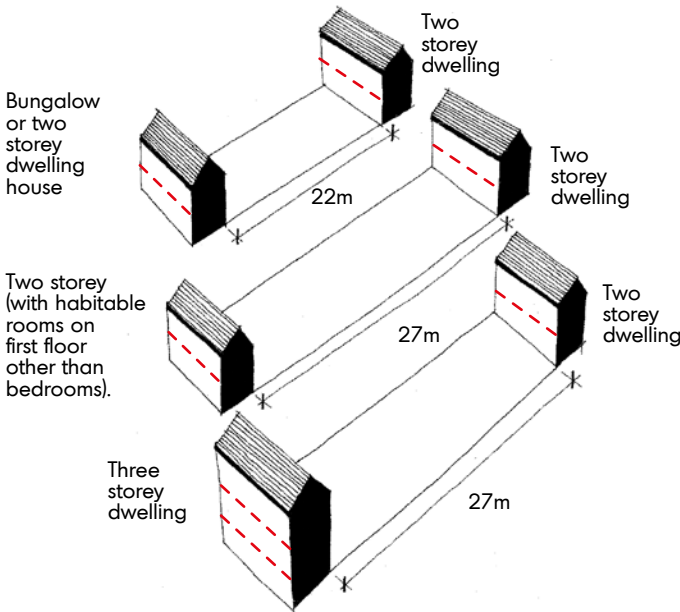


Fig 14

Three storey dwelling house/flats with habitable rooms on second floor other than bedrooms

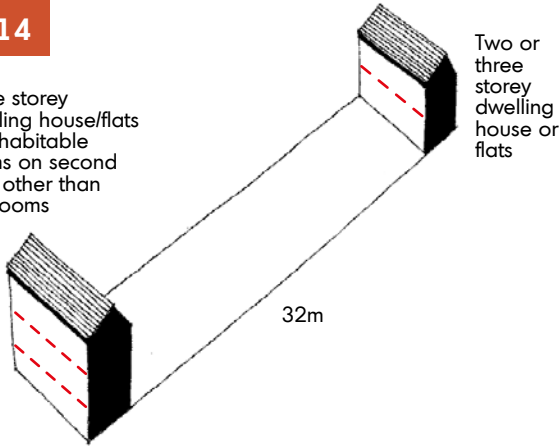
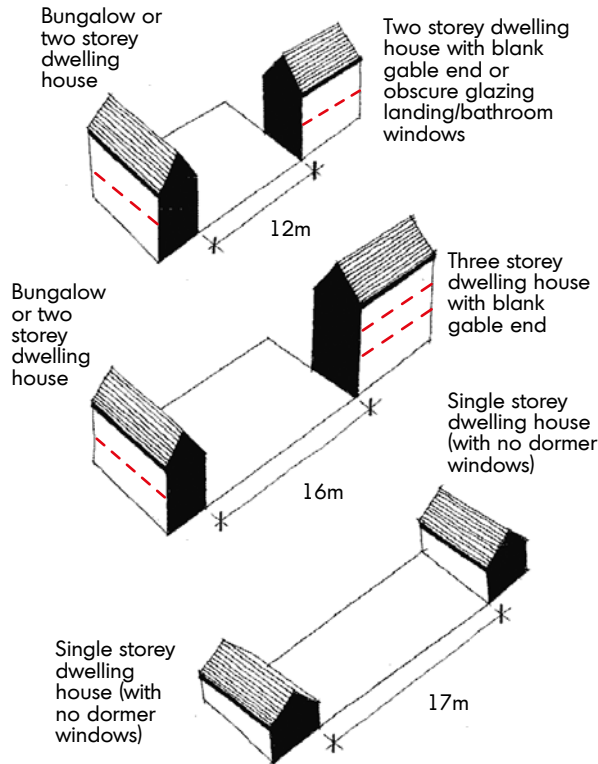


Fig 15

The impact of a garden structure / garage on a neighbours property may be a material consideration.



Overlooking : Patios and Balconies

Fig 16

In addition to distance separation the provision of adequate garden/ amenity spaces will be a material consideration in any proposal.

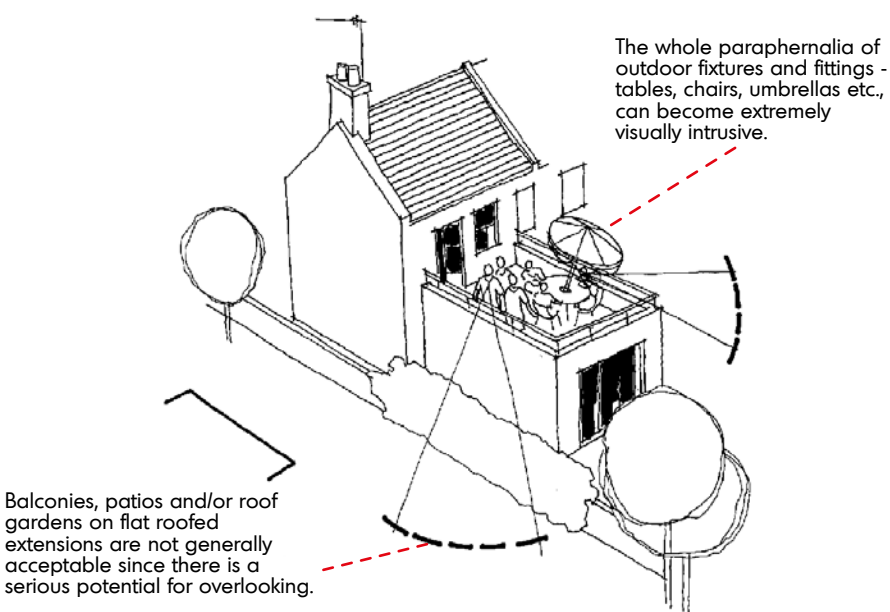
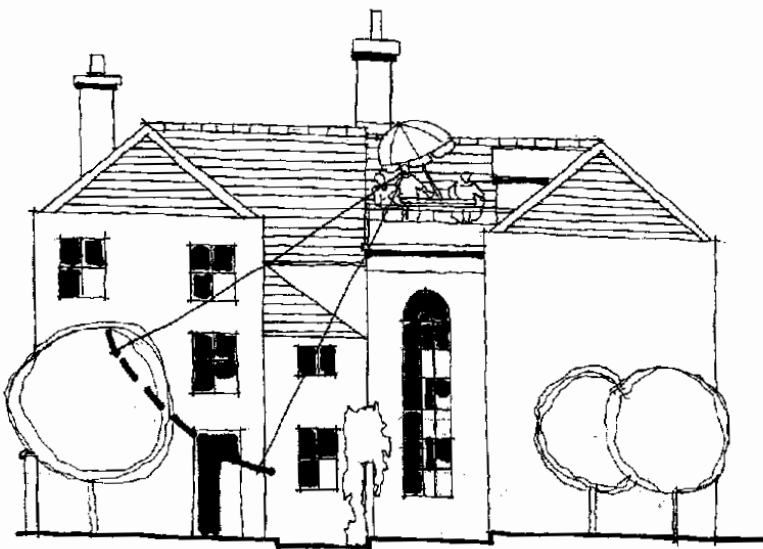
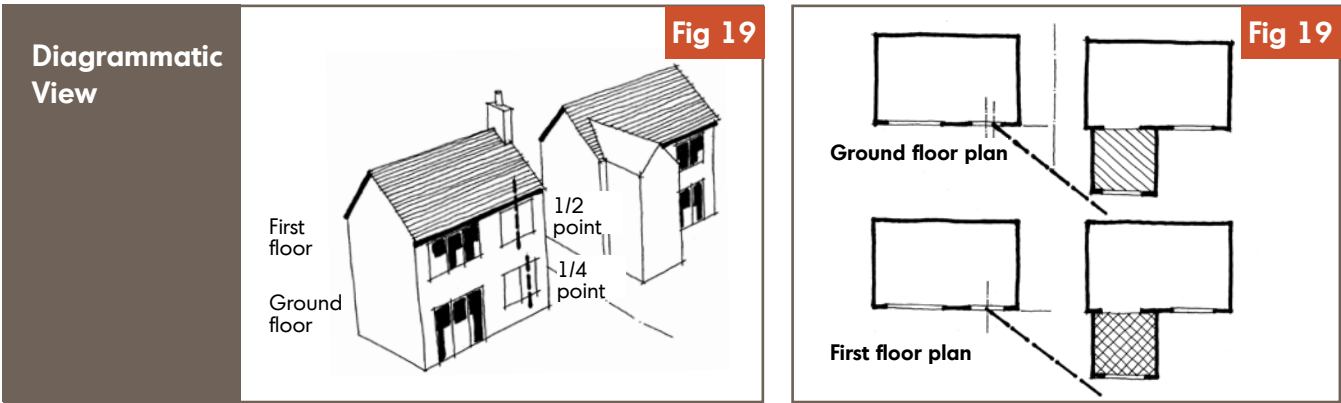
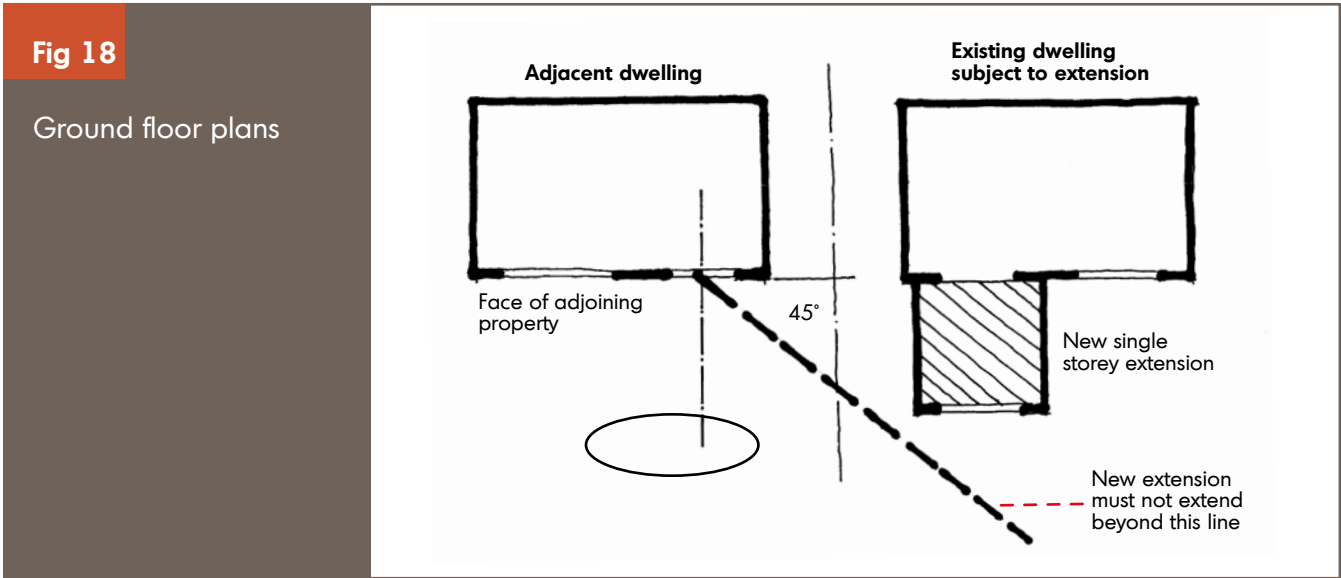


Fig 17

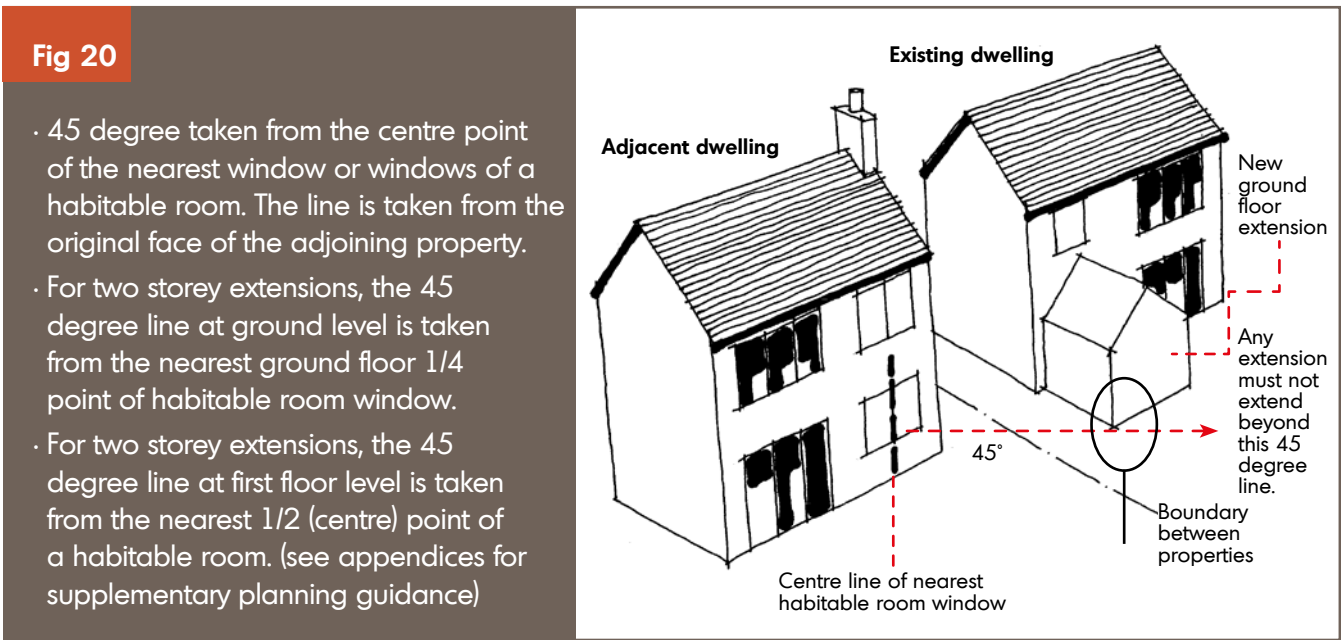
Generally patio/ balcony infilling at roof level is not considered appropriate. Such elements can be both extremely visually intrusive and can result in considerable and inappropriate overlooking problems.



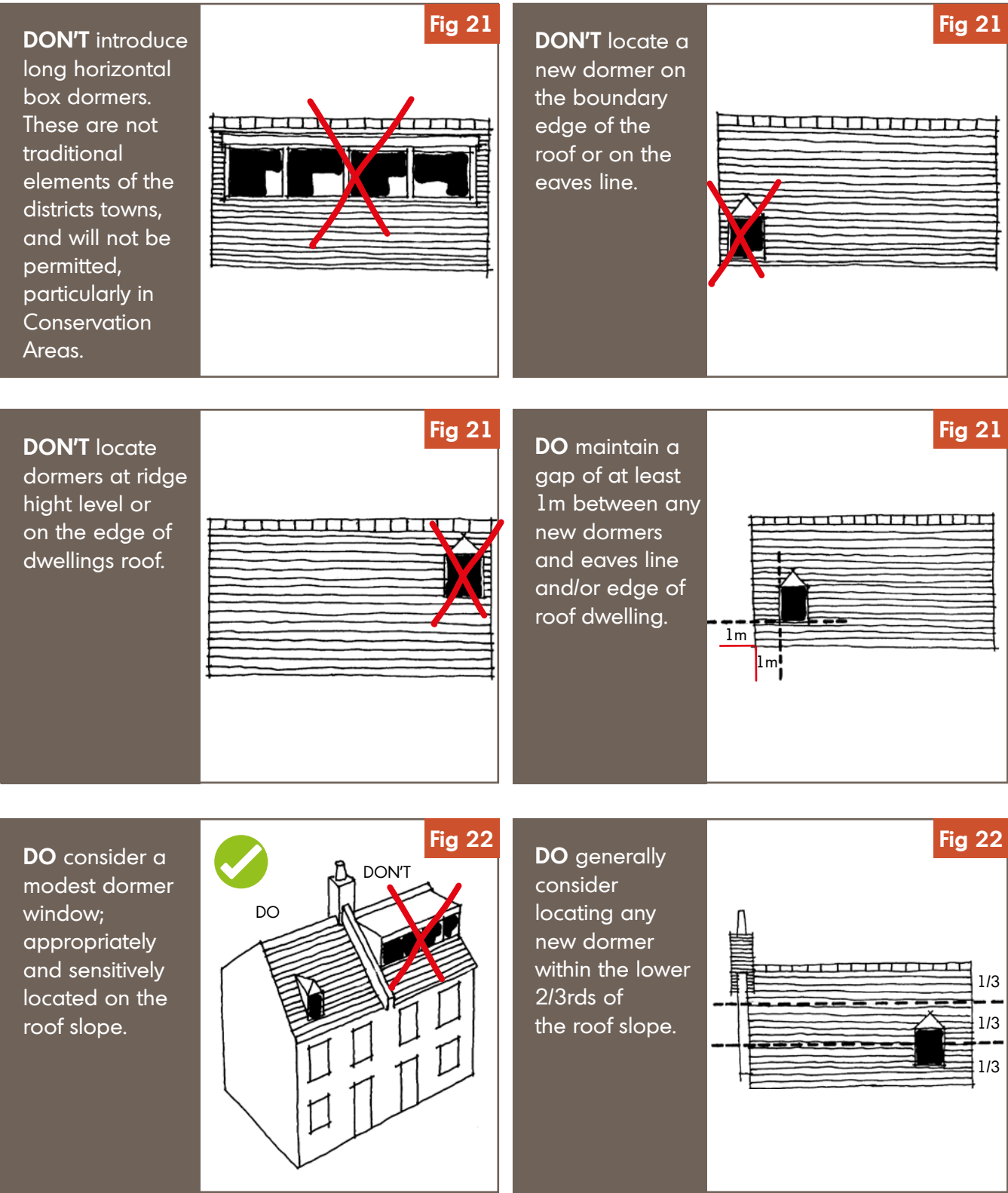
Single Storey Extensions – 45 Degree Rule



Two Storey Extensions – 45 Degree Rule



Roof Dormers



Details - Rooflights Good Practice in Listed Buildings

Fig 23

Projecting rooflights on pitched roofs can be a considerable source of visual intrusion on a traditional roofscape. For listed buildings and those in Conservation Areas, consideration should be given to siting any new rooflights flush with the roof slope; This produces a far more acceptable, less visually intrusive detail.

DON'T locate large projecting rooflights on prominent elevations.

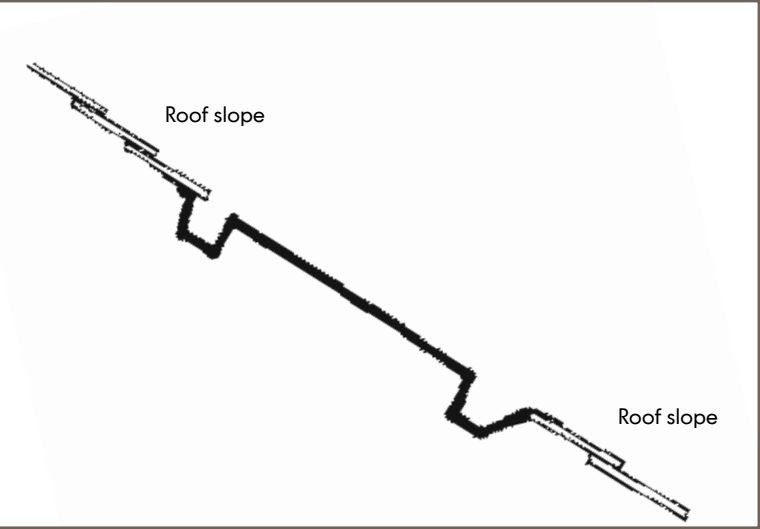
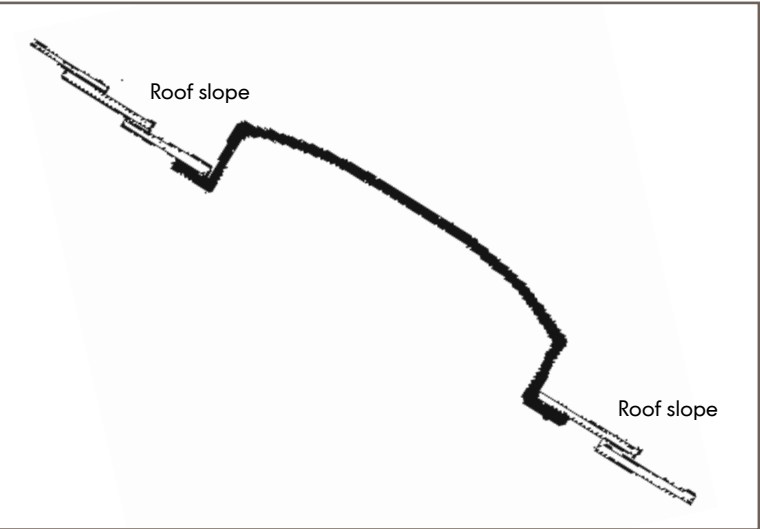


Fig 24

DON'T locate large projecting rooflights on prominent elevations.

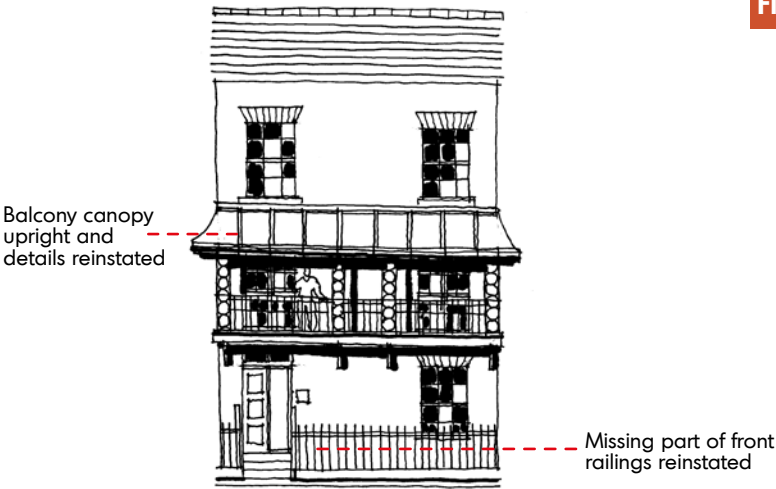


Balcony and Railings

DO ensure that repair/ reinstatement work is undertaken using appropriate and correct materials, detailing and workmanship

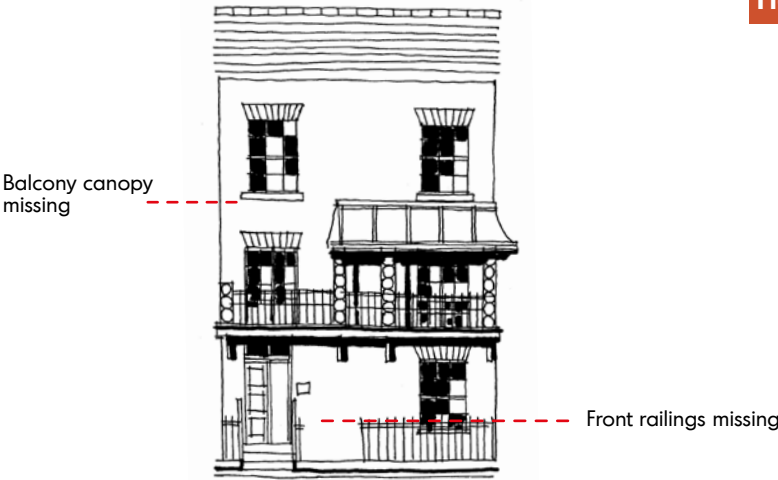
DO ensure that all the necessary formal approvals have been obtained prior to any work being undertaken.

Fig 25



Balconies and railings are a typical feature of Regency townscape. Where they are missing or defective **DO** give consideration to reinstatement and/ or repair as necessary.

Fig 25

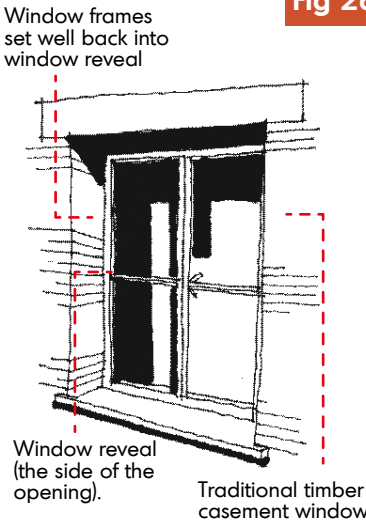


Details - Windows

Traditional timber windows would invariably be set well back into the window reveals. This helps to produce shadow and modelling to a building fenestration.

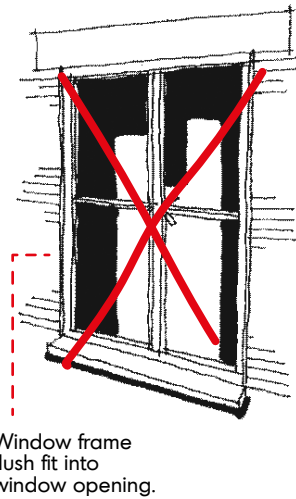
DO consider the location of the window frame carefully.

Fig 26



DON'T install new windows flush with the surrounding brickwork face.

Fig 27



Roof dormers

Dormer windows will only be permitted where they can be inserted without damaging the character and appearance of the building and the general area and without unreasonably affecting the amenity of the neighbours. Dormer windows should be avoided on prominent elevations that can be clearly viewed from the street; kept well below the ridge line and away from the edge of roofs.

- No dormer should be erected within 1m of the eaves line of the house; there should be a minimum distance of 1m between a dormer window and each side boundary of the property.
- Do use traditional modest pitched roof or lead roof dormers.
- Do not introduce felted flat roofed dormers of modern style unless on an appropriate modern house

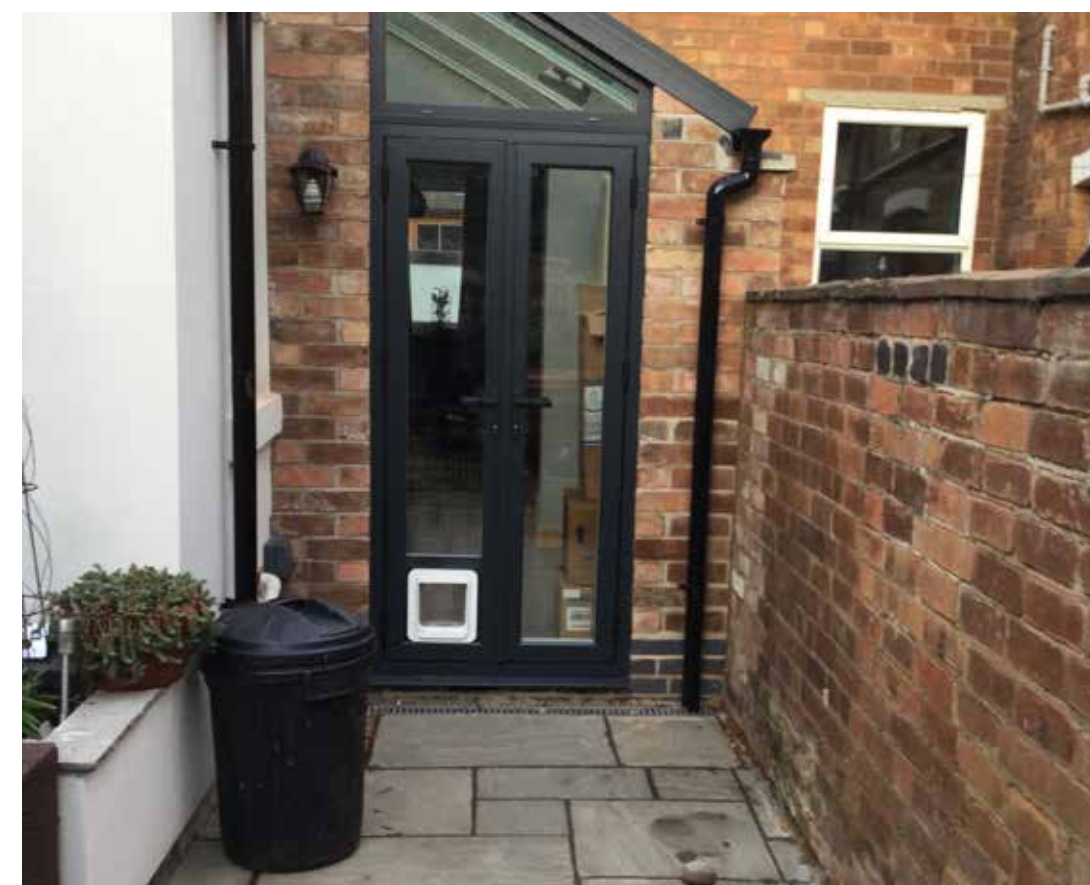
There is a series of guidance and permitted development self assessment forms to help you determine whether or not you need planning permission for your proposals, available on our website

Extensions to terraced houses in Conservation Areas

Much of the District's urban Conservation Areas, particularly in Royal Leamington Spa, are comprised of rows of 19th Century terraces, which are characterised by rear wings and side courtyards with modest rear gardens.

In order to strike a reasonable balance between allowing some scope to extend these properties and protecting the character and appearance of the Conservation Areas together with the living conditions of the occupiers of neighbouring properties, the District Council suggest a side courtyard extension which adheres to the following design principles:

- Include a set back and have a glazed roof with a largely glazed end wall to reflect the open side courtyard feature which formed part of the original layout.
- Set the eaves height at no more than 2 metres, which is the equivalent of the height of the boundary wall which can be built without permission under the Government's impact based permitted development rights together with a glazed roof in order to mitigate the impact on loss of light and outlook from the neighbouring properties.



SECTION 9

Examples

Photographic examples illustrating some of the points raised in this document.

These are not meant to be prescriptive, but to give a flavour of what is expected from design and in detailing and scale for both new development and domestic extensions, whilst integrating the new with the existing and in sensitive locations. This section also includes some examples that have been less successful and are best avoided.



- 1 Interest can be created by different heights on a corner site as shown on this successful redevelopment.
- 2 Domestic scale well reflected in new build increasing density of the site and also incorporating an earlier building.
- 3 A variety of forms using consistent detailing creates a unique character to this new build site.



- 5 A garden terrace in large grounds gives scope for interesting design solutions, whilst maintaining the mature landscape.
- 6 Innovative feature to turn the corner of a mews road incorporates some traditional features.
- 7 Appropriate scale and simple but effective detailing on a corner site adjacent to listed terrace. The density of this site was increased significantly from its former use, whilst improving the overall street scene.
- 8 Traditional scale and detailing achieve higher densities on this successful brownfield canal site
- 9 Traditional coach house style between larger houses does not dominate the original houses.
- 10 Effective use of traditional detailing and appropriate scale works well on a contemporary terrace in the Conservation Area.
- 11 Sympathetic infill extensions enhance a gap site.
- 12 Mixed scale of infill respecting the scale of late nineteenth century houses on the opposite side of the road to this redevelopment site.



- 13** A successful re-use of mews building, maintaining original openings and restoring original details.
- 14** Traditional scale and detailing with good boundary treatment in a new build situation.
- 15** Distinctive detailing taken from a large house reflected in new build within the grounds.
- 16** The detailing of extensions should respect the detailing of the original house as reflected in this modest extension.

Example which demonstrates how not to extend a house with flat roof and eaves above the height of the existing

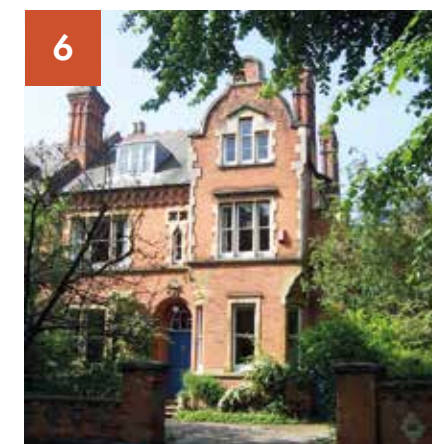
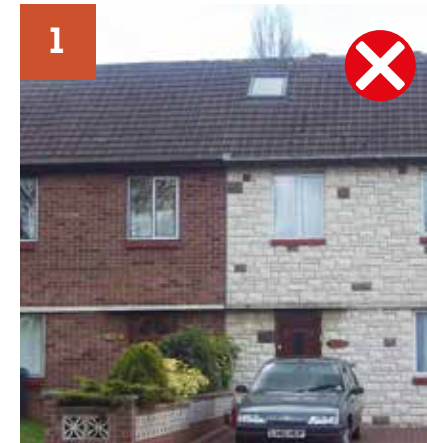




- 1 Height as well as detailing should follow through with the adjacent buildings. Here detailing has been replicated but the original scale is lost, resulting in an unsatisfactory scale of development.
- 2 The scale and appearance of existing buildings successfully replicated on infill buildings.
- 3 Roof extensions can adversely affect the original scale and design of the house.
- 4 Rhythm and scale are critical factors as defined by nineteenth century terraced developments.
- 5/6 Rhythm and scale combine in contrasting situations to produce successful medium density housing on brown field sites.
- 7 Traditional scale and detailing used well in a mews road.
- 8 Small scale new build reflective of mews road scale, behind larger traditional building.

Detail

- 1 Contrasting treatments do not make for harmony on semi-detached properties.
- 2 Simple detailing can be effective on smaller buildings.
- 3 Correct historical detailing successfully used alongside existing buildings
- 4 Principal features line through on new build infill in an urban setting alongside existing buildings
- 5 Simple but effective detailing on redeveloped urban site alongside historic buildings.
- 6 Innovative approaches to detailing on a Victorian buildings can provide a useful source of imagery.
- 7 Simple detailing often works well in areas of diversity.



SECTION 10

The way forward and check list

The purpose of this section is to provide guidance to assist in making a planning application for residential development within Warwick District.

The District Council Planning Department will expect all applicants to have taken account of the advice given within this document and to have applied it to the specific site or sites which form part of their application.

The District Council will encourage and welcome pre-application discussions. These enable the relevant planning officer to set out on an informal basis how policy and guidance would be applied to a suggested proposal. Where a proposal will not meet the necessary standards then advice may be given which would enable the proposal to be redesigned in a way that would be more acceptable, prior to a formal planning application being lodged. This process should avoid unnecessary work.

Applicants will be expected to demonstrate that their development achieves good layout and design and complies with policy BE1 and the advice given in this guide.

In drawing together the requirements for a formal planning application, the following check list sets out the relevant information that will need to be submitted:-

- Completed Application form.
- Sufficient drawings. (Produced by an architect or other qualified professional) to demonstrate fully the proposals for the site.
- A site location plan on an Ordnance Survey base.
- Indication of service of any relevant notices on owners or tenants of the site.
- Submission of a site analysis based on the Design Steps in Sections (a) to (k). (This will usually be a part of the Design and Access Statement where necessary (see previous note on P7).
- A design and access statement. Other relevant statements as applicable*
- Site photographs where necessary.
- Planning Fee.
- Any further relevant Information.

***See the Council's website for a full validation check list.**

This document has been produced specifically to assist those wishing to make planning applications for residential dwellings whether for a small extension to an existing house, or a proposal for a new dwelling or a whole estate of new development. It is also a guide to those who wish to carry out development under 'permitted development' rights and would like to add value by utilising good design and integrating with the existing development and wider location.

Adopting the advice within this document will enhance not only the existing property where an extension is proposed, but will also reflect on the care that the developer has taken to widen their view and consider the environment as a whole. This can add not only financial and aesthetic value, but also provide a better sense of place and wellbeing.

Pre-application advice:

Pre-application advice is a way of finding out whether a specific proposed development would be likely to be acceptable and what the key issues will be before the submission of a formal application.

You should consult the Planning Department's web page in the first instance to see if you require planning permission **www.warwickdc.gov.uk/planning**. There are questionnaires which will help you assess the need for planning permission and guides to help you through the process. You may also contact a planning officer for specific advice regarding your proposal.

If you are a householder within the district you won't be charged for verbal advice about extending your home. If you would like to discuss your proposals, we would encourage you to book a slot at our 'householder drop in sessions' whereby you can obtain the advice of a planning officer in advance of making an application. To do this, please see our website for the telephone number you need to call and details of the information you will need to bring with you.

If you require a written opinion or have a meeting with a planning officer other than through the householder drop in session, or are proposing a major development, a charge will be made. For full details of this and the charging schedule, please consult the advice and download the leaflet published on our website.

We hope you find this document informative and helpful. Please refer to our website for more information which may apply to your specific project.

APPENDIX A

Key planning policies (please consult the Plan for other policies that may apply)

**Warwick District Local Plan (2011 - 2029),
adopted September 2017**

BE1 layout and design

New development will be permitted where it positively contributes to the character and quality of its environment through good layout and design. Development proposals will be expected to demonstrate that they:

- a) harmonise with, or enhance, the existing settlement in terms of physical form, patterns to movement and land use;
- b) relate well to local topography and landscape features; (see policy NE4);
- c) reinforce or enhance the established urban character of streets, squares and other spaces;
- d) reflect, respect and reinforce local architectural and historical distinctiveness;
- e) enhance and incorporate important existing features into the development;
- f) respect surrounding buildings in terms of scale, height, form and massing;
- g) adopt appropriate materials and details;
- h) integrate with existing paths, streets, circulation networks and patterns of activity;
- i) incorporate design and layout to reduce crime and fear of crime; (see policy HS7);
- j) provide for convenient, safe and integrated cycling and walking routes within the site and linking to related routes and for public transport; (see policy TR1);
- k) provide adequate public and private open space for the development in terms of both quantity and quality; (see policy HS4);
- l) incorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features including incorporating sustainable water management features;
- m) ensure all components, e.g. buildings, landscaping, access routes, parking and open spaces are well related to each other and provide a safe and attractive environment;
- n) 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;
- o) meet the highest standards of accessibility and inclusion for potential users regardless of disability, age or gender, and;
- p) ensures that layout and design addresses the need for development to be resilient to climate change; (see policy CC1).
- q) ensure that there is an appropriate easement between all waterbodies/ watercourses to allow access and maintenance

Development proposals which have a significant impact on the character and appearance of an area will be required to demonstrate how they comply with this policy by way of a Layout and Design Statement.

BE2 developing significant housing sites

Development sites of over 200 dwellings, sites that (in combination with other sites) form part of a wider development area that exceeds 200 dwellings or other developments that have a significant impact on the character and appearance of an area will be expected to comply with a development brief. Where a development brief is absent for a strategic site, planning applications should comply with Policy BE1 and should be accompanied by a Layout and Design Statement providing detailed information to address the information in relation to the matters set out in a) to k) below. Development briefs will be prepared for all these sites, setting out requirements for: a) infrastructure (ensuring alignment with the Infrastructure Delivery Plan); b) layout proposals, including where appropriate linkages and alignment with adjoining sites; c) densities (which should not be lower than 30 dwellings per hectare on average); d) design principles, taking account of the Garden Towns, Villages and Suburbs Prospectus (or any subsequent design guidance adopted by the Council) and Buildings for Life 12; e) design for healthy lifestyles including provision for cycling, walking, playing pitches, parks and open spaces and other green infrastructure; f) landscaping; g) site access and circulation; h) managing and mitigating traffic generation (see policy TR2); i) the requirements set out in Policy BE1; j) community facilities, in accordance with policies HS1, HS6 and the Infrastructure Delivery Plan, including how they will be viably managed and maintained in the long term; and k) protection and enhancement of the historic environment

HS1 Healthy, safe and inclusive communities

The potential for creating healthy, safe and inclusive communities will be taken into account when considering all development proposals.

Support will be given to proposals which:

- a) provide homes and developments which are designed to meet the needs of older people and those with disabilities;
- b) provide energy efficient housing to help reduce fuel poverty;
- c) design and layout development to minimise the potential for crime and anti-social behaviour and improve community safety;
- d) contribute to the development of a high quality, safe and convenient walking and cycling network;
- e) contribute to a high quality, attractive and safe public realm to encourage social interaction and facilitate movement on foot and by bicycle;
- f) seek to encourage healthy lifestyles by providing opportunities for formal and informal physical activity, exercise, recreation and play and, where possible, healthy diets;
- g) improve the quality and quantity of green infrastructure networks and protect and enhance physical access, including public rights of way to open space and green infrastructure;
- h) deliver, or contribute to, new and improved health services and facilities in locations where they can be accessed by sustainable transport modes;
- i) provide good access to local shops, employment opportunities, services, schools and community facilities, and;
- j) do not involve the loss of essential community buildings and social infrastructure.

HS6 Creating healthy communities

Development Proposals will be permitted provided that they address the following key requirements associated with delivering health benefits to the community:

- a) good access to healthcare facilities;
- b) opportunities for incidental healthy exercise including safe and convenient walking and cycling networks;
- c) opportunities for community cohesion by the provision of accessible services and community facilities and places and opportunities for people to interact regardless of age, health or disability;
- d) high quality housing outcomes to meet the needs of all age groups in society (including the right mix by size and tenure);
- e) Access to high quality and safe green or open spaces, and;
- f) Access to opportunities to partake in indoor and outdoor sport and recreation. HS7 Crime Prevention

HS7 Crime prevention

The layout and design of development will be encouraged to minimise the potential for crime and anti-social behaviour and improve community safety. Development proposals will be expected to demonstrate that they:

- a) orientate and design buildings to enable natural surveillance of public spaces and parking areas;
- b) define private, public and communal spaces;
- c) create a sense of ownership of the local environment; and
- d) make provision for appropriate security measures, including lighting, landscaping and fencing, as an integral part of the development.

APPENDIX B

Refuse and recycling storage requirements – a guidance note

Contents

- 1.0** INTRODUCTION
 - 1.1** WHO IS THIS GUIDE FOR?
 - 1.2** CONSULTATION
 - 1.3** FURTHER ADVICE
- 2.0** SUBMITTING PLANNING APPLICATIONS – REFUSE AND RECYCLING CONSIDERATIONS
 - 2.1** Submitting applications
 - 2.2** Granting of planning permission
 - 2.3** Large-scale developments
- 3.0** EXISTING WASTE AND RECYCLING SERVICES IN WARWICK DISTRICT
 - 3.1** Background
 - 3.2** Residential
 - 3.3** Commercial
 - 3.4** Mixed Use (Commercial and Residential)
- 4.0** ASSESSING STORAGE SPACE AND STORAGE CAPACITY
 - 4.1** Background
 - 4.2** Residential
 - 4.3** Commercial

- 5.0** STORAGE REQUIREMENTS
 - 5.1** Containers
 - 5.2** User accessibility
 - 5.3** Collection requirements affecting storage design
- 6.0** PROVISION OF WASTE CONTAINERS
- 7.0** ADDITIONAL SERVICE CONSIDERATIONS
 - 7.1** Bring sites
 - 7.2** Home composting
 - 7.3** Clinical waste

APPENDIX

APPENDIX I:

Wheeled bin dimensions and specifications

APPENDIX II:

Collection vehicle dimensions

APPENDIX III:

Policy context

APPENDIX IV:

Reference documents

APPENDIX V:

Developer's checklist

Note: In accordance with Policy BE1 Layout and Design of the Local Plan, developers should make sufficient provision for sustainable waste management including the storage, recycling and collection of waste in accordance with Appendix B without adverse impact on the street scene, the local landscape or the amenities of neighbours.

To effectively respond to this requirement it is necessary to ask the following questions of the design and layout proposed:

- Has there been satisfactory consideration of the internal and external storage of waste?
- Has adequate provision been made for bin storage in terms of the number of containers required and the suitable design of any bin storage area?
- Has adequate provision been made for waste separation using recycling facilities?
- Is the location of any bin storage area within maximum British Standard distances of collection points for waste collection contractors and external access points for residents?
- Is the design of access roads/routes suitable for waste collection?
- 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?

Introduction

1.1 Who is this guide for?

This guidance note has been developed by Warwick District Council's Contract Services department to provide information for architects, developers and others concerned with providing refuse and/or recycling storage facilities for premises within Warwick District.

This guidance is also intended to act as a practical guide in the provision of minimum standards to assist in planning and designing systems for the storage, recycling and collection of waste in domestic and commercial developments. This guidance applies only to developments in Warwick District.

1.2 Consultation

This guidance should be referred to from the earliest stages of building design. Adequate storage areas for waste management facilities and good access for collection crews and vehicles can be difficult at later stages in the design process.

All applications for dwellings (whether new build or change of use) will need to provide details of the waste management arrangements for the premises as part of the application. There may be a requirement for a Council Officer to discuss these details with the applicant by phone, e-mail or a site visit.

1.3 Further advice

Applicants can contact the following for further clarification:

Contract Services: Telephone: **(01926) 456128**

E-mail: **contract.services@warwickdc.gov.uk**

The Contract Services team is based at:

Warwick District Council
Riverside House
Milverton Hill
Royal Leamington Spa
CV32 5HZ

This guide is downloadable at **www.warwickdc.gov.uk**

2. Submitting planning applications – refuse and recycling considerations

2.1 Submitting applications

When a planning application is submitted, the Council will expect details of the proposed storage accommodation for waste and recyclable material to be specified and agreed. Designated space for refuse and recycling must be identified on any plans submitted for planning permission. The information contained in this guidance note should be used to determine the required waste management arrangements.

2.2 Granting planning permission

In determining planning applications, permission will not normally be granted in advance of submission of details indicating satisfactory storage arrangements for waste and recyclable material.

However, in exceptional circumstances it may be considered appropriate to reserve details of the waste storage accommodation for approval prior to commencement of construction.

2.3 Large-scale developments

Applications for major residential or commercial developments are recommended to be accompanied by a concise waste management report that addresses relevant aspects of this guidance. This should indicate:

- estimated volumes and types of waste produced by the development,
- the size and location of refuse and recycling stores and how recyclable material and other waste will be delivered to these stores,
- the equipment specified for containing the refuse and recycling,
- the proposed collection point and the method for transferring waste to this location

3. Existing waste and recycling services in Warwick District

3.1 Background

The following information provides details of the current collection services provided by Warwick District Council. Architects and developers should give consideration to these collection arrangements when planning and designing waste storage and collection.

3.2 Residential

3.2.1. Refuse collections

The majority of residential properties receive an alternate week collection service. Households use a 180litre grey wheeled bin for their non-recyclable waste which is collected fortnightly from the front edge of property. About 10% of properties, mainly in town centre areas, use refuse sacks and receive a weekly collection where outside storage space is limited making a wheeled bin collection service impractical. For complexes of flats and apartments it is more appropriate for refuse to be collected through a communal collection. A communal collection will require the provision of bins, normally larger 4 wheeled bins, and these are normally emptied fortnightly. The developer is required to provide the necessary waste containers (see Section 6).

3.2.2 Recycling collections

Individual dwellings use 55litre red boxes and bags for the collection of paper, glass, cans, plastic bottles, cardboard, clothes, shoes, batteries and engine oil. Red boxes and bags are collected from the front edge of property on a fortnightly basis, normally alternating with the refuse collections. For larger developments of communal properties it is more appropriate for the recycling to be collected through a communal collection. A communal collection will require the provision of bins, normally larger 4 wheeled bins, into which all types of recyclable materials will be mixed. These communal recycling facilities are emptied fortnightly. The developer is required to provide the necessary waste containers (see Section 6).

3.2.3. Garden and food waste collections

Households use a 240litre green bin for their garden and food waste which is collected fortnightly from the front edge of the property. Some households utilise a food caddy in their kitchens to

collect their food waste at source. Separate garden/food waste collections are not currently provided for flat and apartment complexes or properties receiving a weekly sack collection service. The developer is required to provide the necessary waste containers (see Section 6).

3.3 Commercial

Waste resulting from any type of business or trading concern is classified as Commercial or Industrial Waste. Collections of this waste must be carried out by a licensed waste collector and are chargeable. Businesses are free to choose their licensed collector.

Warwick District Council does not provide a commercial waste collection service. Commercial properties must ensure that they arrange a suitable commercial waste agreement for their businesses and must keep documents that provide details of their collection arrangements. Commercial waste must be stored within the curtilage of the property at all times.

3.4 Mixed use (commercial and residential)

Waste produced by premises containing both commercial and residential units must be stored separately to avoid commercial waste entering the household waste stream.

4. Assessing storage space and storage capacity

4.1 Background

When considering the amount of storage space needed for any particular development the following tables will help to calculate the amount of external storage space required. This should only be taken as a guide, since individual developments may need specific storage requirements.

4.2 Residential

The following tables provide guidance with regards to required storage space for containers:

STANDARD RESIDENTIAL PROPERTIES (PER FORTNIGHT)			
Size of household (persons)	Refuse containers required	Containers required for garden/food waste	Recycling containers required
1-5	1 x 180L grey bin	1 x 240L green bin	2 x boxes and 2 x bags
6	1 x 240L grey bin	1 x 240L green bin	3 x boxes and 3 x bags
7	2 x 180L grey bins	1 X 240L green bin	3 x boxes and 3 x bags

FLATS AND APARTMENTS (PER FORTNIGHT)		
No. of flats	Refuse containers required	Recycling Containers Required
Less than 7	1 x 180L grey bin per property	Contact contract services to discuss further
8 or more	Communal bulk bin allowing 180L per property	Communal bulk bin allowing 180L per property
Single room dwellings	Communal bulk bin allowing 120L per property	Communal bulk bin allowing 120L per property

HMOS AND STUDENT ACCOMMODATION (PER FORTNIGHT)			
No. of occupants	Refuse Capacity Required	No. of refuse containers required	Recycling Containers Required
1-3	180L	1 x 180L grey bin	1 x box and 1 x bag
4-5	240L	1 x 240L grey bin	2 x boxes and 2 x bags
6-8	360L	2 x 180L grey bins	3 x boxes and 3 x bags
9-10	480L	2 x 240l grey bins	4 x boxes and 4 x bags
11+	Contact Contract Services to discuss	Contact Contract Services to discuss	Contact Contract Services to discuss

4.3 Commercial

4.3.1 It is the responsibility of the business owner to assess their own waste requirements and agree a collection to meet these requirements. External storage space within the boundary of the property will be required.

5. Storage requirements

5.1 Containers

5.1.1 Number of containers

As a general rule, residential properties will require 1 x 180 litre grey wheeled bin, 1 x 240 litre green wheeled bin, 2 x 55 litre recycling boxes and 2 x 55 litre recycling bags where they can be accommodated. Extra capacity may be required for larger households and consideration should be given to this by developers at the planning and design stage.

Where a property cannot accommodate these bins, alternative external communal storage will be required. In these circumstances each development should be provided with the minimum number of separate containers in which to store waste and recyclable material.

5.1.2 Size of storage areas

External waste storage areas must be large enough to allow access to all containers.

5.1.3 Locks

Our refuse and recycling collection contractors will not accept liability for lost or replacement keys. If necessary, a key pad may be used to gain access, but property managers should be advised that such codes will be shared by a variety of collection operatives. Property managers should contact Contract Services to arrange collection of keys and codes prior to any properties being occupied.

5.2 User accessibility

5.2.1 User convenience

Storage areas for residential dwellings should be sited so that the occupiers are not required to carry waste more than 30m from an external door to the point of storage. Adequate provision should be made to ensure containers can be moved to the collection point along an external route only.

5.2.2 Accessibility

All provision must be designed to be accessible for disabled persons, as far as possible.

5.2.3 Recycling signs

Storage areas for waste and recyclable material should be clearly designated for this use only, by a suitable door or wall sign and, where appropriate, with floor markings.

5.3 Collection requirements affecting storage design

5.3.1 Maximum containers moving distances

In accordance to British Standard 5906:2005 residents and/or waste collection operatives should not be required to move any 2-wheeled container more than 15m from the point of storage to the point of collection or any 4-wheeled container more than 10m from the point of storage to the point of collection.

In accordance with HSL recommendations collection operatives should not be required to carry recycling containers or loose refuse sacks more than 10m without resting.

5.3.2 Access path requirements

In the case of wheeled waste containers the path between any external bin area or bin store and the nearest vehicular access should:

- be free of steps or kerbs (a dropped kerb may be required)
- have a solid foundation
- be rendered with a smooth continuous finish (a cobbled surface is unsuitable for any type of wheeled container)
- be level, unless the gradient falls away from the bin store, in which case it should not exceed 1:12
- have a minimum width of 2 metres

5.3.3 Storage area finishing requirements

The storage areas should be on a hard standing at ground level with no steps, well lit and have a sufficient door entry width to accommodate the manoeuvring of bulk bins (See Appendix I for bin dimensions). A turning circle of at least 1.5m diameter should be provided for the manipulation of containers. Doors should open outwards and enough head height must also be designed into the bin storage area to allow for the lid of a bulk bin to be lifted comfortably. Consideration should be given to designing storage areas for refuse and recycling to ensure that containers are not visible from an area accessible by the general public.

5.3.4 Access road requirements

Waste storage should be designed to allow operatives to make collections from adopted highways. Where this is impractical any private access roads should be constructed to withstand the laden weight of collection vehicles with sufficient access and turning room for these vehicles. Roads should have a minimum width of 5 metres (British Standards, 2005) and be arranged so that collection vehicles can

continue mainly in a forward direction keeping reversing to a minimum in the interest of general safety. Turning circles should be a minimum of 20.3m and vehicles should not have to reverse for more than 12 metres. Overhead service cables and pipes should be at least 7 metres above ground level.

5.3.5 Food waste considerations for commercial premises

Where a food outlet site is being developed consideration must be given to the requirements set out in Chapter VI of Regulation (EC) 853/2004 on the hygiene of foodstuffs. Chapter VI requires the following:

- Food waste, non-edible by-products and other refuse are to be removed from rooms where food is present as quickly as possible, so as to avoid their accumulation.
- Food waste, non-edible by-products and other refuse are to be deposited in closable containers, unless food business operators can demonstrate to the competent authority that other types of containers or evacuation systems used are appropriate. These containers are to be of an appropriate construction, kept in sound condition, be easy to clean and where necessary to disinfect.
- Adequate provision is to be made for the storage and disposal of food waste, non-edible by products and other refuse. Refuse stores are to be designed and managed in such a way as to enable them to be kept clean and, where necessary, free of animals and pests.
- All waste is to be eliminated in a hygienic and environmentally friendly way in accordance with Community legislation applicable to that effect, and should not constitute a direct or indirect source of contamination.

6. Provision of waste containers

In June 2016, Warwick District Council introduced charges for all waste containers. The charges are applicable to new, additional, lost, stolen, old, dirty or damaged containers. A list of current charges can be found at www.warwickdc.gov.uk/recycling

The charges cover the supply and delivery of the containers as well as administration costs. The containers remain the property of Warwick District Council. The charge does not pass ownership of the container to the resident.

The use of Warwick District Council containers is encouraged as they are made to specific standards and are suitable for waste collection purposes. However, if sourced from elsewhere they are required to meet the following specific criteria:

Grey bins for refuse

- 180 litres
- Dark grey colour
- Compliant with BS EN 840-1:2012
- Dimensions – 1100mm (height), 505mm (width) and 755mm (depth)

Green bins for garden/food waste

- 240 litres
- Dark green colour

- Compliant with BS EN 840 – 1:2012
- Dimensions – 1100mm (height), 580mm (width) and 740mm (depth)

Recycling boxes and bags

- No larger than 55 litres
- Handles for safe and easy lifting and tipping
- Made from a strong sturdy material

Waste containers for individual properties can be ordered online at www.warwickdc.gov.uk/recycling. Bulk orders for larger numbers of properties can be placed with the Contract Services Team. Please visit www.warwickdc.gov.uk/newdevelopments for further information.

Warwick District Council is unable to supply 4-wheeled containers for communal collection purposes but can suggest suppliers. Developers should allow sufficient lead time for bins to be manufactured and delivered to ensure they are in place before properties become occupied. Please refer to Appendix I for 4-wheeled container specifications.

7. Additional service considerations

7.1 Bring sites

Where appropriate, in major new developments, the Council may require the provision of a public recycling site ('bring site'), to provide additional recycling facilities to the local community. Bring site facilities should be suitably located so as to be easily and conveniently accessible to all site users but should also be located away from the nearest dwelling to reduce disturbance to residents.

Bring sites must be accessible to service vehicles by adoptable highway and should consist of a recommended minimum area of 6m long by 2m wide area. Arrangements for regular cleansing of the site should be agreed with Warwick District Council to prevent accumulations of waste and nuisance from pests or vandalism.

7.2 Home composting

Provision for compost bins should also be considered in all dwellings with a garden. An area of 2m x 1m should be allocated with suitable drainage.

Warwickshire County Council may be able to offer subsidised compost bins for new developments. Further details can be found at www.warwickshire.gov.uk/recycling.

7.3 Clinical waste

Clinical waste consists of four main categories:

- Human or animal tissue, blood or bodily fluids, or excretions
- Dressings or swabs
- Unwanted medicines and other pharmaceutical products
- Used syringes, needles and blades ('contaminated sharps')

Non-hazardous domestic medical waste, of the kind resulting from small injuries or minor illnesses, plus soiled nappies, incontinence pads and sanitary towels, do not – under normal circumstances – constitute clinical waste, and may be disposed of with domestic refuse.

In any development comprising a medical centre, dental surgery, veterinary surgery, home for the elderly, nursing home, home or day care centre for the disabled or handicapped, separate storage and collection arrangements are required for clinical and non-clinical waste.

Normally clinical waste is sealed inside yellow, coded bags. Sharps (including needles and surgical implements) are stored in special boxes.

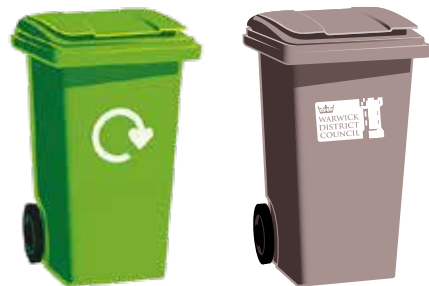
Warwick District Council will only collect clinical waste from residential properties. These collections are made separately from normal refuse collections. Commercial premises must make their own collection arrangements.

For more information about clinical waste, please contact the Contract Services team.

APPENDIX I – Wheeled bin dimensions and specifications

a) 2-wheeled bins

DIMENSIONS (mm)			
Capacity (litres)	180	240	360
Height	1100	1100	1090
Width	505	580	600
Depth	755	740	880



Bins should conform to BS EN 840.

a) 2-wheeled bins

DIMENSIONS (mm)			
Capacity (litres)	660	1100	1280
Height	1310	1370	1430
Width	1250	1250	1260
Depth	720	980	985



Bins should conform to BS EN 840.

The standard sized 4-wheeled bin used in Warwick District is 1100litres, however waste collection vehicles are also equipped to empty 660litre and 1280litre bins. Metal 4-wheeled bins are normally advisable as they have a longer life span than 4-wheeled plastic bins.

If is preferable for refuse bins to have a black lid with ‘Non-recyclable waste only’ signage on the front of the bin.

It is preferable for recycling bins to have a red lid with recycling flap or slot. The signage on the front of the bin should read ‘Mixed recycling’ with Recycle Now material logos for ‘mixed glass’, ‘mixed paper & card’, ‘cans, foil & aerosols’ and ‘household plastic packaging’. The signage should also state ‘Please make sure your recycling is clean, dry and loose – no plastic carrier bags’.

c) Recycling boxes and bags

DIMENSIONS (mm)	RECYCLING BOX (WITH LID)	RECYCLING BAG
Capacity (litres)	55	55
Height	350	550
Width	585	360
Depth	390	320



APPENDIX II – Collection vehicle dimensions

Collection Vehicle Dimensions

DIMENSIONS (M)	REFUSE COLLECTION VEHICLE	RECYCLING COLLECTION VEHICLE
Width	2.5	2
Overall length	10	9.4
Height	3.5	3.5
Maximum weight of Vehicle (tonnes)	26	12

APPENDIX III – Policy context

The guidance contained within this document has been developed with consideration of key legislation.

i) The government’s Waste Strategy 2007 imposed targets for the recycling of household waste:-

- To recycle or compost at least 40% of household waste by 2010
- To recycle or compost at least 45% of household waste by 2015
- To recycle or compost at least 50% of household waste by 2020

ii) All new developments must meet the requirements of Part H6 of the Building Regulations 2000 (Solid Waste Storage). This states that:-

- Adequate means of storing waste shall be required; and
- Adequate means of access should be provided for people in the building to the place of storage and from the place of storage to the collection point for the collection of waste

iii) Section 45 of the Environmental Protection Act 1990 places waste management duties on local authorities. Under Sections 46 and 47 a local authority may require:-

- Waste of certain types to be stored separately so that they can be recycled
- Occupiers of dwellings to provide containers of a specified type for the storage of waste
- Additional containers to be provided for the separate storage of recyclable waste
- Locations where containers should be placed for emptying

APPENDIX IV: Reference documents

Adept: Making Space for Waste, Designing Waste Management in New Developments, A Practical Guide for Developers and Local Authorities.

Building Regulations 2000 (as amended by SI 2001/3335), requirement H6, Solid waste storage

Manual for Streets 2007

Department of Transport Design Bulletin 32, Residential Roads and Footpaths

Environmental Protection Act 1990

Household Waste Recycling Act 2005

Waste Strategy for England 2007

Warwick District Council Policy for Houses in Multiple Occupation (HMOs) and Student Accommodation

Health and Safety & Laboratory: Manual handling in kerbside collection and sorting of recyclables HSL/2006/25

APPENDIX V: Developer's checklist

CONSIDERATION	STANDARD MINIMUM REQUIREMENTS	APPLICABLE Y/N?	PROVISION MADE Y/N?
Standard residential properties (townhouses, family homes, etc.)	<ul style="list-style-type: none">Minimum external storage for 1 x 180L refuse bin, 1 x 240L garden and food waste bin, 2 x 55L recycling boxes and 2 x55L recycling bagsInternal storage for refuse and recycling should be providedCollection operatives should not be required to move bins more than 15m in totalStorage location should be on hard standing at ground level with no stepsAny storage areas should be sensitively located and designed to fit in with the local environment having regard to restrictions concerning listed buildings and conservation areasProvision for compost bins should also be considered in all dwellings with a garden. An area of 2m x 1m should be allocated with suitable drainage		
Flats and apartments	<ul style="list-style-type: none">See guidance document for further details of storage capacity requirements (sections 4 and 5)Internal storage for refuse and recycling should be providedExternal storage should be located within 30m of an external doorStorage areas should be on hard standing at ground level with no steps, well-lit and have a sufficient door entry width to accommodate the manoeuvring of bulk bins. A turning circle of at least 1.5m diameter should be provided for the manipulation of containers. Doors should open outwards and enough head height must also be designed into the waste storage area to allow for the lid of a bulk bin to be lifted comfortably.Landowner/Leaseholder will be responsible for cleaning and maintaining storage areasCollection operatives should not be required to move 4-wheeled bins more than 10m in totalAny storage areas should be sensitively located and designed to fit in with the local environment having regard to restrictions concerning listed buildings and conservation areas		

CONSIDERATION	STANDARD MINIMUM REQUIREMENTS	APPLICABLE Y/N?	PROVISION MADE Y/N?
HMOs and student accommodation	<ul style="list-style-type: none">See guidance document for further details of storage capacity requirements (sections 4 and 5)Sufficient internal storage for refuse and recycling should be provided by the landowner/leaseholderSufficient external storage should be provided by the landowner/leaseholder and located within 30m of an external doorStorage areas should be on a hard standing at ground level with no steps, well-lit and have a sufficient door entry width to accommodate the manoeuvring of bins. A turning circle of at least 1.5m diameter should be provided for the manipulation of containers. Doors should open outwards and enough head height must also be designed into the waste storage area to allow for the lid of a bulk bin to be lifted comfortably.The landowner/leaseholder will be responsible for cleaning and maintaining storage areasCollection operatives should not be required to move 2-wheeled bins more than 15m in totalAny storage areas should be sensitively located and designed to fit in with the local environment having regard to restrictions concerning listed buildings and conservation areas		
Commercial developments	<ul style="list-style-type: none">External storage should be located within 30m of an external doorLandowner/Leaseholder will be responsible for cleaning and maintaining storage areasAny storage areas should be sensitively located and designed to fit in with the local environment having regard to restrictions concerning listed buildings and conservation areasStorage areas should be within the confines of the development. Under no circumstances is the storage of any waste permitted on the public highway or footwayDue to the nature of the waste from hospitality businesses, e.g. restaurants, fast food outlets, etc. being high in biodegradable content, extra attention should be paid to the storage and collection arrangements. It is important that storage areas for these facilities are suitably protected from vermin and animal scavenging and that it does not cause offence to neighbours by being detrimental to their visual amenity or through emission of offensive odours.		

CONSIDERATION	STANDARD MINIMUM REQUIREMENTS	APPLICABLE Y/N?	PROVISION MADE Y/N?
Bring sites	<ul style="list-style-type: none">Bring site facilities should be suitably located so as to be easily and conveniently accessible to all site users but should also be located away from the nearest dwelling to reduce disturbance to residents.Bring sites must be accessible to service vehicles by adoptable highwaysBring sites should consist of a recommended minimum area of 6m long by 2m wide area.A hard standing area for collection vehicles should be provided with adequate headroom beneath trees, overhanging buildings or overhanging telecom or power lines.		

Telephone: (01926) 456128
E-mail: contract.services@warwickdc.gov.uk
www.warwickdc.gov.uk

APPENDIX C

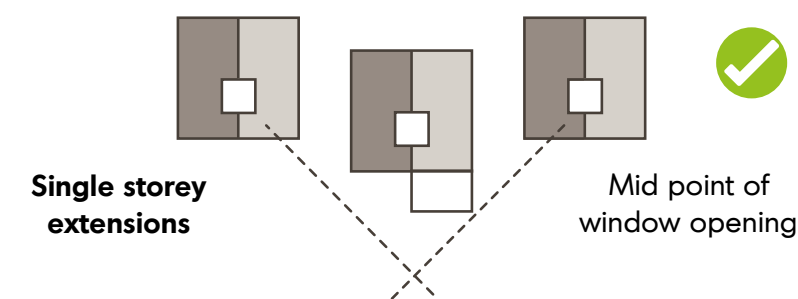
The 45 degree guideline

The 45° Guideline is intended for use in relation to planning applications for new development including extensions to existing properties, which would have an effect upon adjoining residential accommodation.

The Policy has been adopted for use as supplementary guidance for development management purposes, and its adoption was first ratified by the Council on 28th April 1993 and following public consultation, further ratified on 10th January 1996.

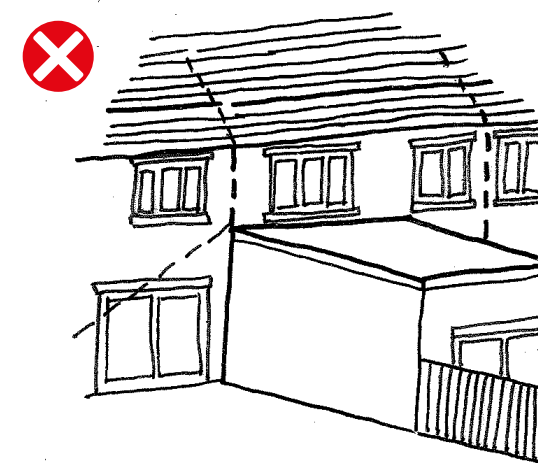
The intention of the Policy is threefold.

- To balance the interests of those seeking to extend their property whilst securing the interest of adjoining occupiers.
- To simplify the approach to house extensions and create greater certainty for householders, their neighbours, builders and agents, thus avoiding potential confrontation and delay.
- To provide a consistent approach to decision making which, in turn, gives a greater sense of 'fair play' in determining such applications.



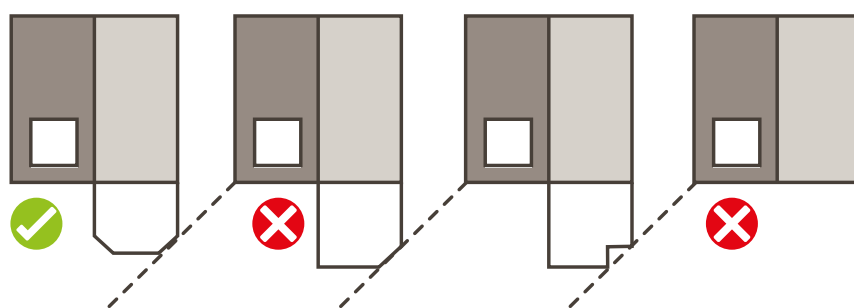
Generally, the 45° guideline provides for an imaginary line drawn from the centre point of the nearest window or windows from the original face of the adjoining property, or properties, providing the principal source of light to a habitable room. The line is drawn at an angle of 45° across the application premises and extensions should be designed so as not to breach that line. The 45° guideline will be applied at both the front and rear of dwellings but not at the side. Where an extension contravenes this line then it may be considered to have an unreasonable effect on the neighbouring property by reason of loss of daylight or sunlight and by creating an unneighbourly overbearing effect and therefore would be unlikely to receive planning permission. Individual site circumstances will, however continue to be taken into account and the application of the 45° guideline will not necessarily be the overriding consideration.

Breaches of the 45° line which occur at a distance of 8m or more will generally be considered not to result in material harm to light and outlook.



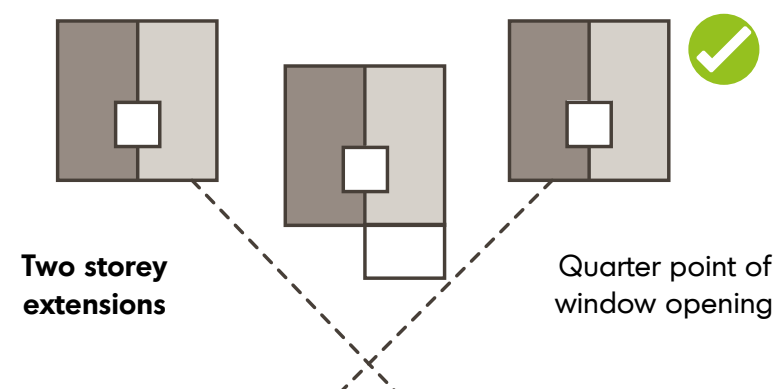
Design considerations

Design considerations will also be important and the use of angled walls to comply with the 45° guideline will not be considered acceptable unless they are conceived as an integral part of the design.



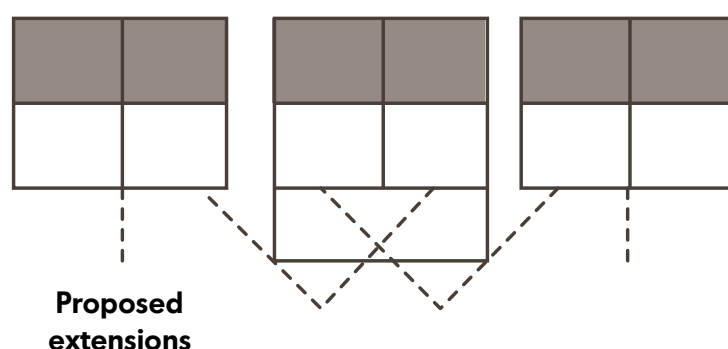
First floor extensions

In respect of the first floor extensions the line is drawn from the quarter point* of the nearest ground floor window lighting a habitable room and the centre point of a corresponding first floor window. The line should not be breached in either case. A first floor extension will include any extension over 4 metres in height taken from the ground level adjoining the extension on the neighbours site.* (The 'Quarter' point is established by measuring a quarter of the width of the relevant window from its nearest edge to the proposed extension).



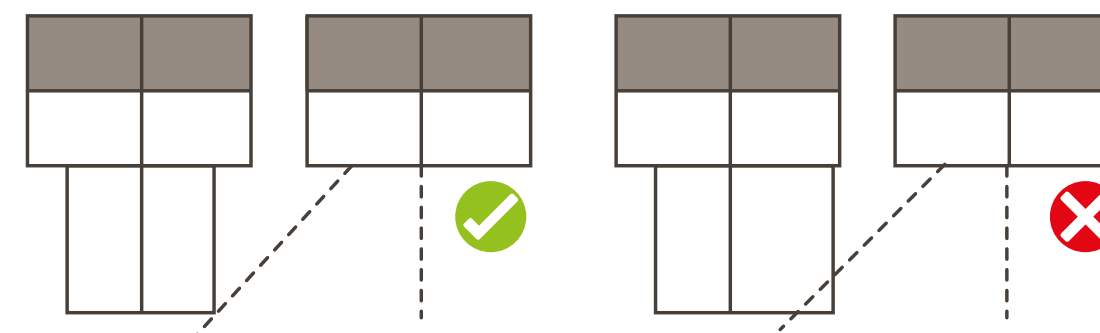
Joint extensions

Where two or more residents wish to extend their premises together, then this will generally be acceptable, even though both may not comply with the 45° guideline when drawn from the other property. The 45° guideline will, however, still apply from the dwellings of other adjoining premises. A letter of agreement from both neighbours will usually be required to ensure that the extensions will be constructed together. This will be supplemented



by the imposition of a planning condition to that effect.

Similarly, where a neighbouring occupier has already built an extension or benefits from an existing planning permission to erect an extension that would not comply with the 45° guideline, then an applicant will normally be allowed to erect an extension to the same depth on the boundary with that neighbour providing no other neighbour is adversely affected



Breaches of the 45 degree line which occur at a distance of 8m or more will generally be considered not to result in material harm to light and outlook

The intention of this guideline, in part, is to protect the amenities of neighbouring occupiers, but also to secure proper amenities for existing housing stock. Generally therefore, the failure of a neighbouring occupier to raise objection to a particular proposal in breach of the guidelines will not prejudice the implementation of the guideline

Definition

'Habitable room' includes dining room, kitchen, lounge, study and bedrooms but specifically precludes WC's bathrooms, utility rooms, landings and hallways.

Some proposals for house extensions may not require the submission of a planning application and may be 'permitted development'.

Details of Permitted Development Rights can be found in the Planning Portal

https://www.planningportal.co.uk/info/200187/your_responsibilities/37/planning_permission/2

For more assistance with regard to the need for planning permission for a range of projects and a range of self assessment forms, see the Warwick District Council website:

https://www.warwickdc.gov.uk/info/20382/do_i_need_planning_permission/248/residential_planning

APPENDIX D

Extensions and distance separation guidance

The Distance Separation guidance is intended for use in relation to planning applications for new residential development, both on greenfield sites and, where infilling within an existing residential area is proposed, by introducing a more objective standard against which to assess the impact of such development upon the amenities of the adjoining occupiers.

The guidance was first ratified by the Council on 11th May 1994 and following public consultation was further ratified on 10th January 1996. It is still relevant in full today.

The intention of the guidance is two-fold.

- a) To limit the potential for over-development, loss of privacy and dominance over adjoining dwellings and secure a reasonable standard of amenity and outlook for local residents.
- b) To provide a consistent approach to the decision making process thereby securing a level of certainty for architects, designers and those wishing to carry out development, thus avoiding potential confrontation and delay. The guidance comprises of the following distance separation standards:-

The application of Distance Separation Standards is not intended to be the only material consideration in determining planning applications and consequently, specific site circumstances including, for example, ground levels, design and other physical constraints together with all other material considerations will continue to be taken into account.

Within Conservation Areas, where the overriding need is to preserve or enhance the character or appearance of the area, the provisions of this guidance will not be directly applied. However, issues of overlooking, overshadowing or loss of light or sunlight will continue to be taken into account and assessed alongside other material considerations. In addition, awkwardly shaped sites or sites which merit special design treatment, or the need to infill unsightly gaps in street frontages, in an appropriate manner, may justify an exception to, or modifications of, normal standards.

Definitions

Habitable room includes dining room, lounge, kitchen, study and bedrooms, but specifically excludes WC's, bathrooms, utility rooms, landings and hallways.

Certain development proposals may constitute 'permitted development' for which Planning Permission would not be required and accordingly this guidance would not apply. Details of 'permitted development rights' are set out on our website with a self-assessment questionnaire for you to complete

The Distance Separation guidance is intended for use in relation to planning applications for new residential development, both on greenfield sites and, where infilling within an existing residential area is proposed, by introducing a more objective standard against which to assess the impact of such development upon the amenities of the adjoining occupiers.

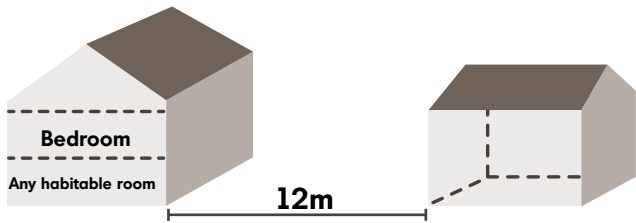
The guidance was first ratified by the Council on 11th May 1994 and following public consultation was further ratified on 10th January 1996.

The intention of the guidance is two-fold.

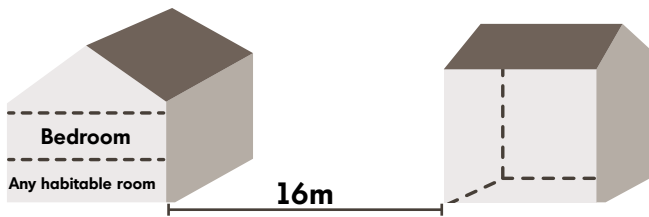
- a) To limit the potential for over-development,
- b) To provide a consistent approach to the decision making process thereby securing a level of certainty for architects, designers and those wishing to carry out development, thus avoiding potential confrontation and delay.

The guidance comprises of the following distance separation standards:-

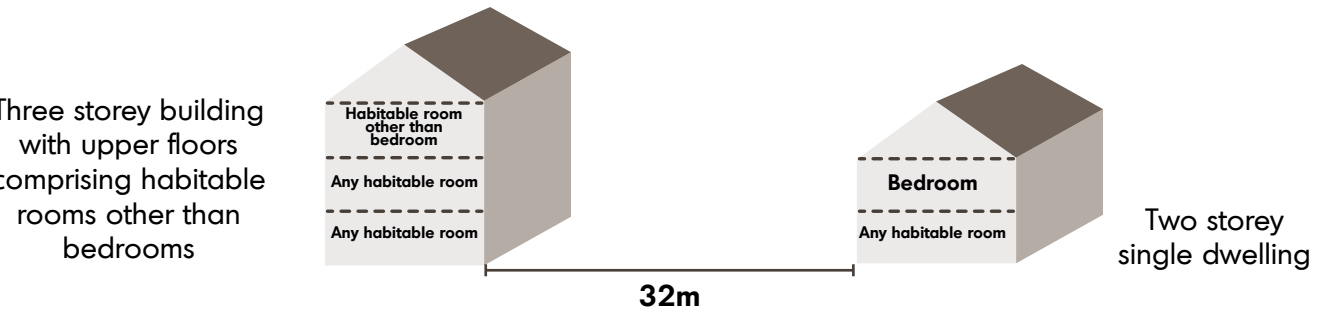
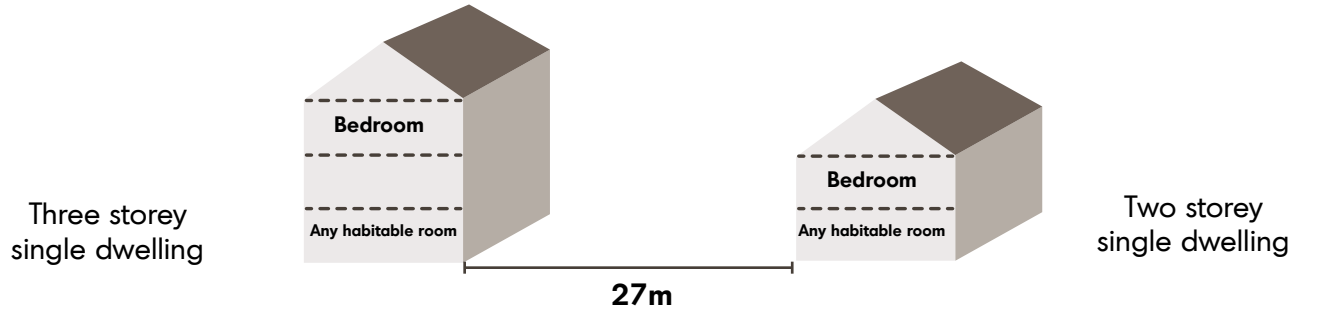
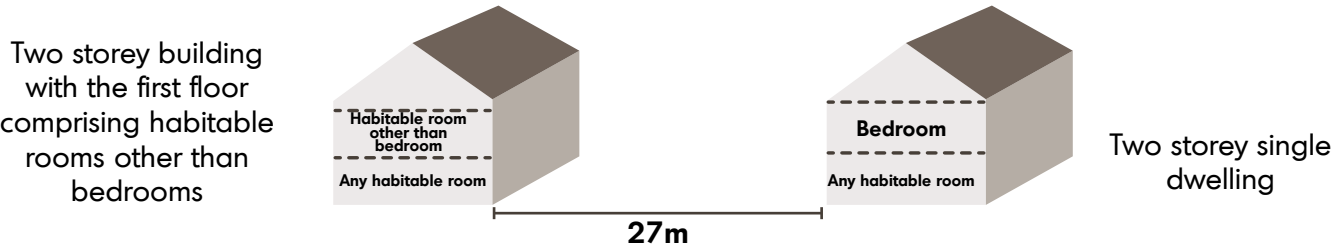
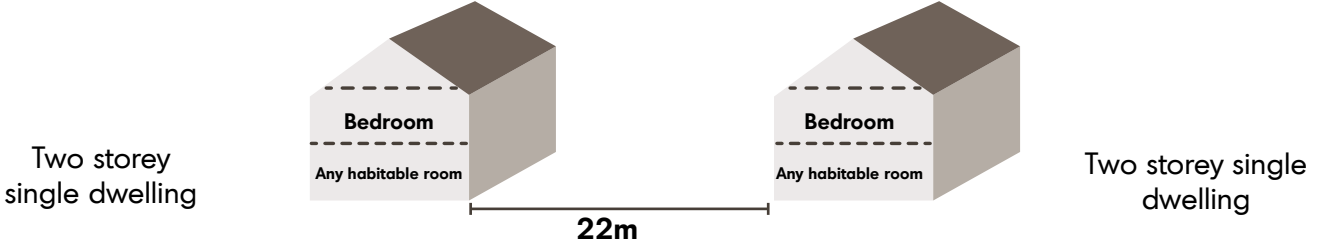
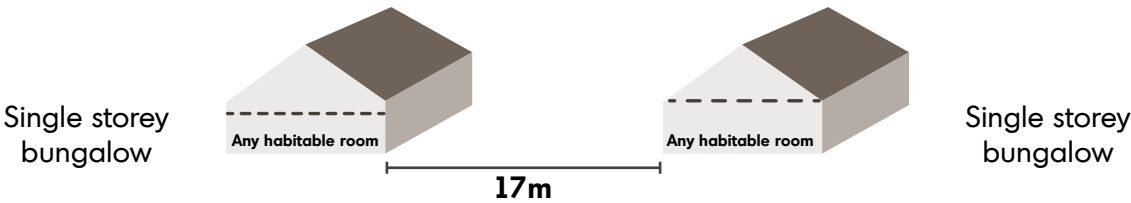
Separation between fronts or backs of dwelling units and the side of another dwelling unit



Single two storey dwelling facing blank first floor gable end of two storey building (including gables with windows maintained in obscure glazing)



Single two storey dwelling facing blank first & second floor gable end of three storey building (including gables with windows maintained in obscure glazing)



Reduce front-to-front separation distance across public streets:

Imposing the full 22m separation distance across public streets on new developments can run counter to the objective of achieving good design, as this would require dwellings to be set back from the street. Therefore where it is considered necessary in the interests of good design, a reduced front-to-front separation distance of 15m may be permitted across public streets, provided that the full 22m separation is achieved to provide adequate privacy at the rear of the dwellings in question.



Warwick District Council
Riverside House
Milverton Hill
Royal Leamington Spa
CV32 5HZ

