

FAREHAM

BOROUGH COUNCIL

AGENDA

PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL

Date: Monday, 14 September 2015

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor A Mandry (Chairman)

Councillor N J Walker (Vice-Chairman)

Councillors B Bayford
J M Englefield
T J Howard
D C S Swanbrow
Mrs K K Trott

Deputies: P W Whittle, JP
Mrs C L A Hockley



1. Apologies for Absence

2. Minutes (Pages 1 - 4)

To confirm as a correct record the minutes of the Planning and Development Policy Development and Review Panel meeting held on 19 May 2015.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures of Advice or Directions

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

5. Deputations

To receive any deputations of which notice has been lodged.

6. Performance Review: Parking Strategy Service & Strategy Action Plan (Pages 5 - 16)

To consider a report by the Director of Planning and Development on the performance review of the Parking Strategy Service & Strategy Action Plan.

7. Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) - Draft for Consultation (Pages 17 - 42)

To consider a report by the Director of Planning and Development on the Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) – Draft for Consultation.

8. Review of Work Programme 2015/16 (Pages 43 - 54)

To consider a report by the Director of Planning and Development , which reviews the Panel's Work Programme for 2015/16.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
4 September 2015

**For further information please contact:
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Tel:01329 236100
democraticservices@fareham.gov.uk**

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning and Development Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Tuesday, 19 May 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor A Mandry (Chairman)

Councillor N J Walker (Vice-Chairman)

Councillors: J M Englefield, Mrs K K Trott and D C S Swanbrow

Also Present: Councillor K D Evans, Executive Member for Planning and Development (item 6)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

It was AGREED that the minutes of the Planning and Development Policy Development and Review Panel held on 3 March 2015 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman invited the Director of Planning and Development to provide an update to members on the Borough Design Tour.

The Director of Planning and Development explained that as there are a lot of sites to cover the tour will be split into two separate tours covering half of the borough in each tour. Dates for these tours will be sent out to members soon, but the tours are likely to take place in early June 2015.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. FAREHAM BOROUGH NON-RESIDENTIAL PARKING STANDARDS: DRAFT FOR CONSULTATION

The Panel considered a report by the Director of Planning and Development on Fareham Borough Non-Residential Parking Standards revised document which has been drafted in preparation for consultation.

The report was presented by the Transport Planner (Planning Strategy & Regeneration) who explained to the Panel the rationale for the production of a new revised Non-Residential Parking Standards Supplementary Planning Document, who then took questions from members on the proposed strategy.

At the invitation of the Chairman, Councillor Evans Executive Member for Planning and Development addressed the panel on this item.

Councillor Englefield enquired as to whether the document provided provision for mobility scooters. The Director of Planning and Development addressed the Panel and stated whilst this is not currently covered within the proposed parking standards it is something the Council could consider in relation to Fareham Borough Council public car parks.

Councillor Trott suggested that, in addition to being advertised on the Council's website, the consultation also be advertised on the Council's public notice boards throughout the Borough. The Director of Planning and Development advised the Panel that this could be arranged, and that additionally a press release will be issued regarding the consultation.

Several members raised questions regarding the parking standards set out in Part B – Table 2 of the draft SPD for several of the listed use classes. The Director of Planning and Development proposed that Tables 1 and Tables 2 of the draft SPD be integrated in order to provide greater clarity of the proposed parking standards, enabling the document to be easier to understand and use: the was supported by the Panel.

RESOLVED that the Panel approves the content of Appendix A to the report "Non-Residential Parking Standards Supplementary Planning Document (SPD) (Draft for Consultation)", subject to the amendments above, in order to issue for consultation.

7. REVIEW OF WORK PROGRAMME 2015/16

The Panel considered a report by the Director of Planning and Development which reviewed the work programme for 2015/16.

Councillor Trott enquired if an item could be included onto the agenda for a review of the Residential Parking Standards (Supplementary Planning Document) as these have not been reviewed since 2009, and was concerned that not all of the standards are now appropriate for the developments taking place throughout the Borough. In particular a issue was raised as to the accommodation of visitor parking off-street at evenings and weekends.

The Director of Planning and Development stated that whilst it has been several years since they were adopted no wider concerns had been expressed in relation to the appropriateness of the current Residential Parking Standards. The Panel was advised that the forthcoming Fareham Borough Design Guide (excluding Welborne) SPD will address issues such as parking layouts and arrangements in new residential schemes, and that the forthcoming presentation of this document to the next meeting of the Panel will therefore provide the opportunity for Members to consider these matters further.

Councillor Trott also enquired as to whether the current Residential Parking Standards also apply to the Welborne development. The Director of Planning and Development confirmed that the current parking standards would also apply to Welborne, in accordance with the emerging Welborne Plan. However the Panel was also advised that the emerging Welborne Design SPD will also address issues such as parking layouts and arrangements within the new community.

It was AGREED that the Panel:-

- (a) notes the proposed work programme for 2015/16;

- (b) reviewed the outcomes from matters considered at the last Panel meeting on 5 March 2015; and
- (c) notes the Planning and Development Executive Work Programme for 2015/16.

(The meeting started at 6.00 pm
and ended at 7.13 pm).

FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date **14 September 2015**

Report of: **Director of Planning and Development**

Subject: **PERFORMANCE REVIEW: PARKING STRATEGY SERVICE &
STRATEGY ACTION PLAN**

SUMMARY

This report presents the results of an annual review of the usage of off-street car parks in Fareham Town Centre, in particular a comparison of annual revenues and usage patterns utilising data available for financial year 2014/15, and up to July 2015. It updates the presentation given to the Panel on 2 September 2014 and includes details of the outstanding actions on the Implementation Plan defined in the Fareham Town Centre Parking Strategy.

RECOMMENDATION

That the Panel:

- Notes the contents of the Performance Review of the Fareham Town Centre car parks;
- Notes that all activities with outstanding actions in the Implementation Plan as referred to in the Performance Review have now been completed;
- Recommends to the Executive that consideration be given to enabling a future review of the Fareham Town Centre Parking Strategy 2012-2017, in conjunction with the implementation of the future development strategy for Fareham Town Centre.

INTRODUCTION

1. This report presents the results of an annual review of the usage of off-street car parks in Fareham Town Centre, in particular a comparison of annual revenues and usage patterns utilising data available for financial year 2014/15, and up to July 2015. It updates the presentation given to the Panel on 2 September 2014.
2. Details are also given of the outstanding actions in the Implementation Plan, including the proposed sale of The Gillies Car Park and disabled parking provision.

BACKGROUND / DESCRIPTION OF CAR PARKS

3. Table 1 below lists the individual Town Centre car parks with total spaces currently available in each car park (and by individual component where applicable). The car parks are divided into 3 categories reflecting the differing payment regimes – Inner, Premium and Outer – and there is a total of 2,190 parking spaces of which 108 are Disabled spaces (representing 5% of the total).
4. The total parking offer comprises 4 large car parks and a number of smaller car parks dispersed across the Town Centre, providing drivers with a choice between Inner/Premium and Outer car parks on the various approaches to the Town Centre. The plan included at Appendix A shows the location and designation of each car park.
5. Over 80% of Inner Car Park spaces are located in the two multi storey car parks – Osborn Road and Fareham Shopping Centre - whilst Lysses Car Park accounts for 41% of all Outer parking spaces. There are proportionately more Disabled spaces overall in the Inner Car Parks, which provide easier access to the Town Centre, than in the Outer Car Parks.
6. Osborn Road Multi Storey Car Park also contains six Parent-and-Child spaces and the Shopmobility service. Two rapid charge points have been installed in Civic Way (N) Car Park to provide a recharging service for electric vehicles close to the Town Centre.
7. The numbers of spaces in each car park have been verified by FBC's Parking Services Department and take into account any small layout changes that have occurred recently.

INCOME/REVENUE TRENDS 2013-2015

8. Figure 1 (below) illustrates the monthly pattern of total parking income received by Fareham Borough Council for financial years 2013/14, 2014/15 and the current financial year up to July 2015, the latest full month for which statistics/data are available.
9. In general terms the monthly income figures for 2014/15 show a slight upward trend compared with 2013/14, and the figures for 2015/16 are also consistent with this pattern. Total income from the car parks for financial year 2014/15 was £2,162,000, an increase of £26,000 on the equivalent figure for the previous 12-month period.
10. It is interesting to note that there is no discernible reduction in revenue during the summer holiday months, with monthly income consistently in the range £150,000 to £200,000 throughout the year with the exception of December. Car park usage traditionally increases in the run up to Christmas and this is reflected in the parking income for December, which exceeded £250,000 in 2014/15.

11. TABLE 1: FAREHAM TOWN CENTRE CAR PARKS

Car Park by Designation	Parking Spaces (including Disabled)	Total Disabled Spaces
INNER CAR PARKS	1238 spaces	80 spaces
Osborn Road Multi Storey	802	57
Fareham Shopping Centre Multi Storey (Civic Way)	207	12
Civic Way Surface Car Parks	Civic Way (N) 30, Civic Way (S) 43, Walled Garden 33, Civic Offices 20; TOTAL 126	5
Ferneham Hall	Ferneham Hall 24, Ferneham Clinic 53; TOTAL 77	4
Palmerston Avenue	26	2
PREMIUM CAR PARK	314 spaces	14 spaces
Market Quay	314	14
OUTER CAR PARKS	638 spaces	12 spaces
Lysses	264	0
Bath Lane	28	2
The Gillies	34	0
Holy Trinity Church	53	2
Malthouse Lane	84	6
Trinity Street	70	2
Youth Centre / Osborn Road West	Youth Centre 69, Osborn Road (W) 36; TOTAL 105	0
Total in Town Centre	2,190 spaces	106 spaces

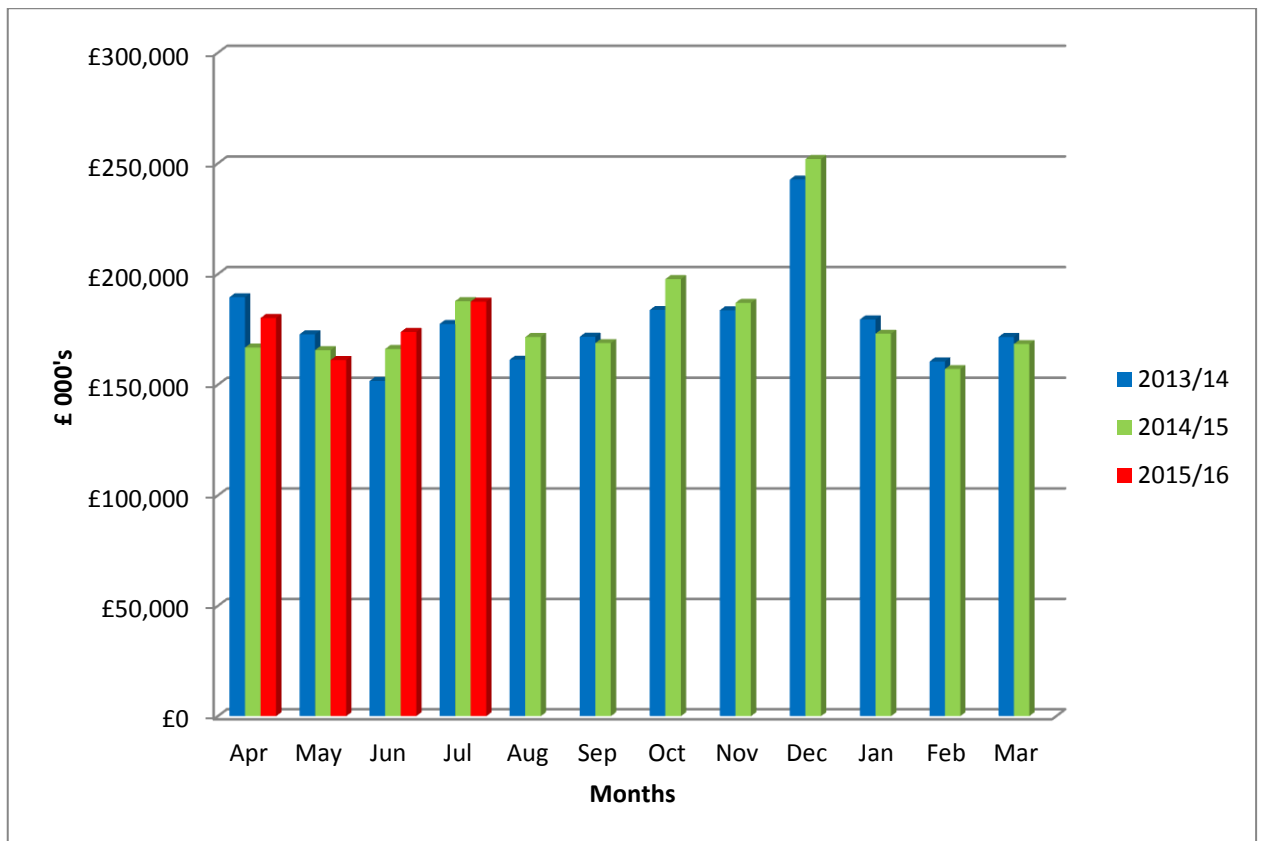


Figure 1 – Parking Income Trend by Month

CAR PARK THROUGHPUT

12. Figures 2, 3 and 4 below present the average daily throughput in the individual car parks within each designation for the last two 12-monthly periods (August to July). These figures give the most up-to-date indication of the trend in car park usage in Fareham Town Centre.
13. For 'Pay on Foot' car parks throughput is derived from the exit barriers linked to the payment system, whilst for 'Pay and Display' car parks the data is extracted from the number of tickets purchased at the pay machines for each analysis period.
14. In terms of usage Market Quay is the highest performing Inner Pay on Foot car park with a daily average of 1,474 vehicles recorded in 2013/14 and 1,536 vehicles in 2014/15 (a 4% increase), as shown in Figure 2. Fareham Shopping Centre Car Park has a substantially lower throughput than the other 2 car parks but indicated a 6% increase in 2014/15. Taking account of a slight reduction in the figure for Osborn Road, the overall average throughput in Inner Pay on Foot car parks has increased by 2% in 2014/15 compared with the previous year.
15. Ferneham Hall is the highest performing Inner Pay and Display car park with a daily average of 269 transactions in 2013/14, with usage holding steady in 2014/15 as shown in Figure 3. Palmerston Avenue Car Park has the lowest number of transactions in this category but also has considerably fewer spaces (see Table 1). Across the 3 car parks there has been an increase of 1% in the average number of tickets sold in 2014/15, accounted for by a higher number of tickets sold in the Civic Way car parks.

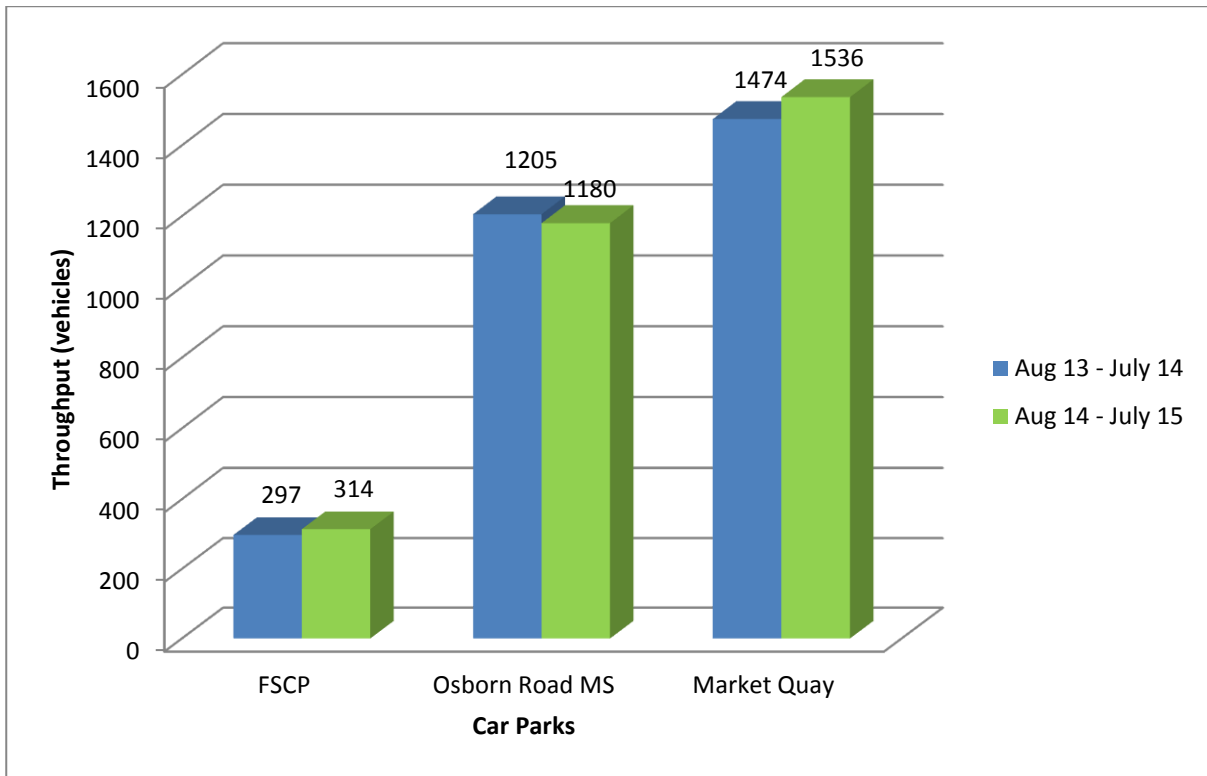


Figure 2 – Comparison of Average Daily Throughput for Inner Pay on Foot Car Parks: August 2013-July 2014 and August 2014-July 2015

16. Of the Outer Pay and Display car parks, Trinity Street has the highest number of tickets sold (average of 185 transactions per day in 2013/14 and 186 in 2014/15), as shown in Figure 4. Malthouse Lane also has a higher number of average daily transactions than Lysses which is a considerably larger car park (Table 1). The lowest number of average daily transactions is associated with The Gillies Car Park, although throughput has increased slightly in 2014/15 compared with 2013/14.
17. Overall the average daily throughput in Outer Pay and Display car parks has increased by 4.5% in the 2014/15 period compared with the previous 12 months. This is a higher increase than that recorded in the Inner car parks over the same period, although this figure reflects the revised arrangements in Bath Lane Car Park which may account for part of this difference.

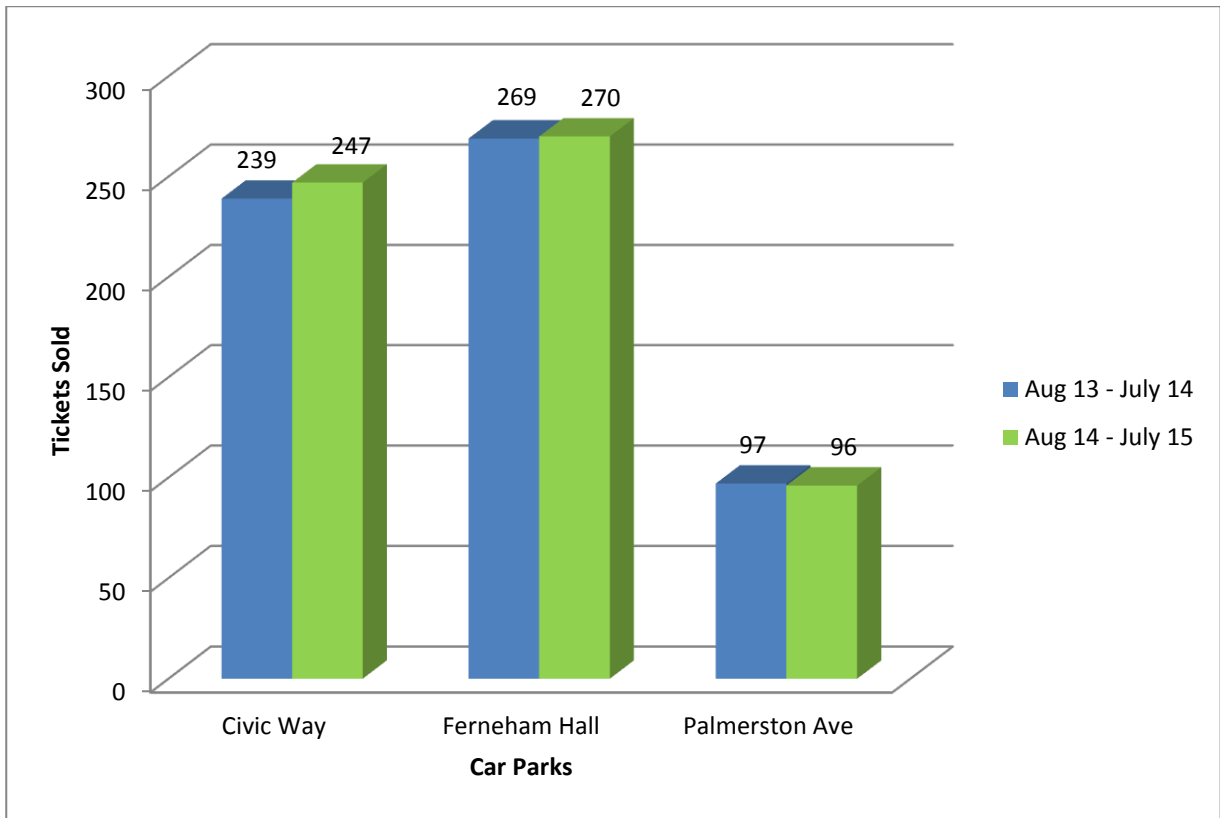


Figure 3 – Comparison of Average Daily Tickets Sold for Inner Pay and Display Car Parks: August 2013-July 2014 and August 2014-July 2015

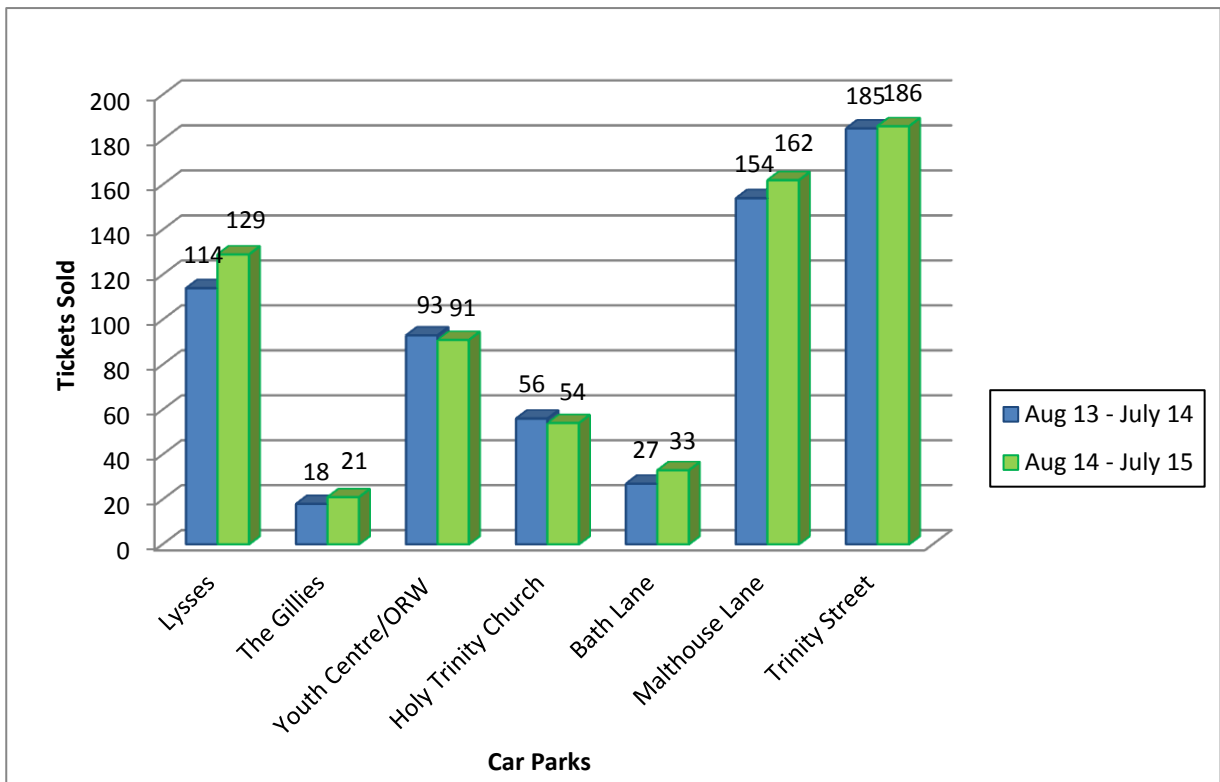


Figure 4 – Comparison of Average Daily Sold for Outer Pay and Display Car Parks: August 2013-July 2014 and August 2014-July 2015

UPDATE ON SEASON TICKETS

18. Figure 5 presents total income accruing from the purchase of car park season tickets for the last 3 financial years. For 2014/15 the value of season tickets sold amounts to £62,490, which compares to £50,131 for the previous year - an increase of 25%.
19. Total sales in 2014/15 represent 2.81% of total income from parking charges, comparable with figures for 2013/14 and 2012/13 of 2.28% and 1.84% respectively, and indicative of an increasing trend in the purchase of season tickets for the Town Centre car parks.

UPDATE ON CHIP-AND-PIN PAYMENTS

20. The percentage of payments for parking charges made by card is currently running at a steady 10% of total payments.
21. The figure for the Pay and Display car parks is slightly higher than average, at around 11% of all payments.

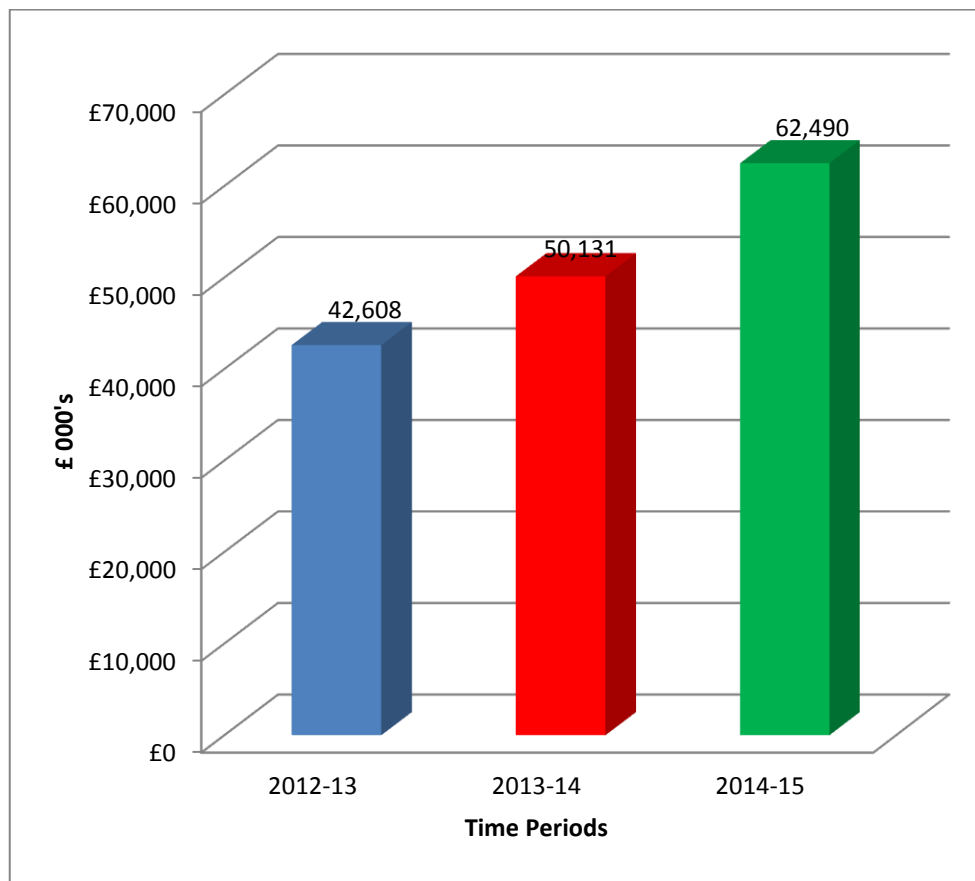


Figure 5 – Comparison of Annual Income from Season Ticket Sales for the Town Centre Car Parks

STRATEGY ACTION PLAN – GENERAL

22. The Strategy Action Plan was defined in the Town Centre Parking Strategy 2012-2017. As reported previously, all actions are complete with the exception of the sale of The Gillies Car Park and a review of disabled parking arrangements.

STRATEGY ACTION PLAN – SALE OF THE GILLIES CAR PARK

23. The sale of The Gillies Car Park to Aldi Ltd. was agreed by the Council at the Executive Decision Meeting on 3 November 2014, and is dependent upon several conditions being met including the need to obtain planning permission for a change of use. A planning application has recently been submitted to Fareham Borough Council for this purpose.
24. The sale to Aldi Ltd is also subject to the implementation of an order to close the car park, and an (Off Street Parking Places) Order enabling The Gillies Car Park to close in due course was approved at the Executive for Decision Meeting on 2 March 2015.

STRATEGY ACTION PLAN – DISABLED PARKING

25. Disabled parking provision will be reviewed as required to support other policy reviews. The dimensions of disabled parking spaces should be in accordance within accepted national standards wherever possible, with consideration given to locating these spaces within the most accessible area of a car park.
26. There is currently a combined total of 80 disabled spaces in the Inner Car Parks, representing over 6% of total available spaces in these car parks and consistent with the applicable guidance.

‘PARENT AND CHILD’ SPACES

27. Following comments received from car park customers that existing ‘Parent and Child’ spaces in Osborn Road multi-storey car park were not well located or utilised, new signage has been installed to increase driver awareness of the 6 spaces on the 4th floor of this car park.

RESIDENTS PARKING SCHEMES

28. The Council continues to receive requests to either extend the Town Centre residents parking scheme or introduce similar schemes at locations elsewhere in the Borough where residents are inconvenienced by all-day parking by commuters or visitors. The problem is exacerbated in some cases by drivers opting not to use station car parks or by the absence of dedicated parking spaces for rail passengers at local stations.
29. Whilst these schemes can be effective in managing the effects of commuter and shopper parking in residential streets they do not generally represent a financially viable solution outside the Town Centre, and currently there are no plans to amend the existing scheme.

PARKING CHARGES – THURSDAY LATE NIGHT SHOPPING

30. In Autumn 2014 the charging arrangements in the three ‘Pay-on-Foot’ car parks – Osborn Road Multi Storey, Fareham Shopping Centre Multi Storey and Market Quay – were revised to provide free parking to visitors after 5pm on Thursdays. This followed a

request from Fareham Shopping Centre for a reduction in parking charges to coincide with the Centre's Thursday Late Night Shopping until 7pm.

31. The timing of the Decision by the Executive to approve the changes, which it was considered should lead to enhancement of the vitality and viability of the Town Centre, enabled the new arrangements to be implemented in the three car parks in time for last year's pre-Christmas period.

ELECTRIC VEHICLE RAPID CHARGE POINTS

32. Two rapid charge points for electric vehicles were installed and commissioned in Civic Way North Car Park in November 2014. The facility is managed by Scottish and Southern Electric (SSE) on behalf of Hampshire County Council, and is one of a network of charge points that has been established in towns across Hampshire and South East England.
33. The Borough Council provides free parking to subscribers of the system in the designated bays for up to one hour whilst charging takes place. The cost for a 100-mile charge was expected to be in the range £5 to £7 depending upon vehicle charge capacity, with a typical charge dwell time of 30 minutes.
34. Data on usage of the charge points in Fareham is available for the 6 months from January to July 2015. Over this period there has been an average of 8 visits per month, with an average charge of 10 kWh and cost of £8. There is high variability in the individual monthly figures with no apparent seasonal pattern evident at this early stage.
35. For the network as a whole, the Fareham charge points were the third most popular in terms of usage over the 6-month period, with Ringwood proving to be the most popular.
36. Following a review of the system by SSE the pricing system changed from time-based to usage-based on 5 August, which is expected to result in cost savings for drivers. Under the new regime there is a connection fee of £1.80 and unit cost of £0.30 per kWh (inclusive of VAT). Thus a 10kWh charge would cost a total of £4.80 (£1.80 to start the charge and 10 kWh at £0.30).

RISK ASSESSMENT

37. There are no significant risk considerations in relation to this report.

CONCLUSION

38. The trend in total annual parking income from Fareham Town Centre car parks remains relatively stable, with a small increase in 2014/15 compared with the previous financial year. The seasonal pattern indicates a consistent monthly income in the range £150,000 to £200,000, with the exception of December when usage increases during the run-up to Christmas.
39. Market Quay is the most-used Pay on Foot car park with a daily average throughput of 1,536 vehicles, an increase of 4% on the previous year. Overall there has been a 2% increase year-on-year on usage of the 3 Town Centre Pay on Foot car parks.
40. Ferneham Hall has experienced the highest number of average daily transactions (270 tickets sold) of 3 Inner Pay and Display car parks, with an overall increase of 1% in tickets sold in these car parks compared with 2013/14.

41. Trinity Street has the highest number of average daily transactions of the 7 Outer Pay and Display car parks (186 tickets sold). This represents a marginal increase in usage from the previous financial year although across all car parks with this designation there has been an equivalent increase of 4.5% in average daily transactions.
42. The value of car park season tickets sold has increased by 25% in 2014/15 compared with the previous financial year, while payments by card account for 10% of all payments made.
43. The sale of The Gillies Car Park is progressing and should planning permission be granted for a change of use then this will complete all actions in the Implementation Plan set out in the Town Centre Parking Strategy 2012-17.
44. The Development Sites and Policies Plan, which was adopted by the Council in June 2015, sets out a future development strategy for Fareham Town Centre. The strategy identifies a number of 'opportunity sites' that can help to deliver a strengthening of the quality, vitality and viability of the Town Centre in the future. A further review of the Town Centre Parking Strategy 2012-2017 and the data accompanying this will be important components, in progressing the implementation of the future development strategy for Fareham Town Centre. It is therefore proposed that the Executive's attention is drawn to the need to undertake a review of the Fareham Town Centre Parking Strategy accordingly.

Appendices:

Appendix A: Town Centre Car Park Designations (post April 2013)

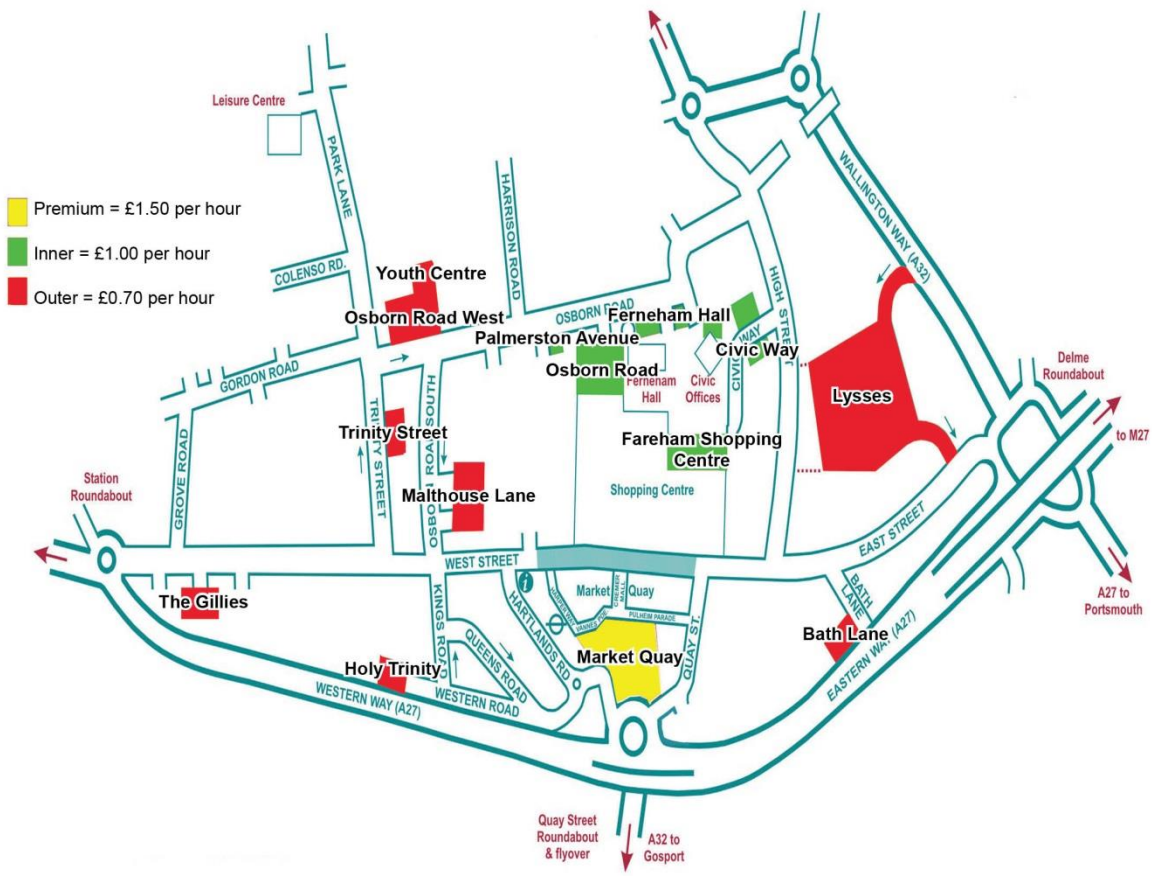
Reference Papers:

None

Enquiries:

For further information on this report please contact Robert Burton. (Ext 2373)

APPENDIX A – TOWN CENTRE CAR PARK DESIGNATIONS (post April 2013)



FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date 14 September 2015

Report of: Director of Planning and Development

Subject: FAREHAM BOROUGH DESIGN GUIDANCE SUPPLEMENTARY PLANNING DOCUMENT (EXCLUDING WELBORNE) – DRAFT FOR CONSULTATION

SUMMARY

This report summarises the content, scope and purpose of the draft Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne), with a view to thereafter commencing a public consultation exercise.

The Local Plan Part 1: Core Strategy, through Policy CS17: High Quality Design sets out key design principles that should be adhered to in all proposals in the Borough. Further policies relating to environmental impact and impact on living conditions are set out in policies DSP2: Environmental Impact and DSP3: Impact on Living Conditions of the adopted Local Plan Part 2: Development Sites and Policies Plan. The Design Guidance sets out in greater detail how proposals will be expected to fulfil these key design principles and policies, whilst having due regard to national standards and Planning Practice Guidance (PPG).

The Design Guidance will provide a useful Development Management tool against which planning applications can be assessed and will also provide general guidance to householders undertaking works that do not require planning permission. The Guidance has been prepared in a format that is accessible to all sections of society and where possible uses language that is clear and understandable to the majority of householders.

RECOMMENDATION

That the Panel approves the following:

- a) That the Draft Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne), as set out in Appendix A, be published for a four-week public consultation to run from 21 September 2015 to 19 October 2015;

- b) That the Director of Planning and Development, be authorised to make any necessary minor changes to the Design Guidance, prior to publication, providing that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant new issues;
- c) That the Draft Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) be endorsed as interim guidance to be afforded due weight in the determination of planning applications.

This is in order to fulfil the requirements of regulations 11-16 of the Town and Country Planning (Local Planning) (England) Regulations 2012 for the production of Supplementary Planning Documents.

COST OF PROPOSALS

The cost of undertaking the publication of the Draft Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) is covered within existing budgets.

INTRODUCTION

1. The National Planning Policy Framework places good design at the heart of the planning system and emphasises that design which makes places better for people, is central to the planning system's core objective of sustainable development (paragraph 56 refers). The Core Strategy sets out, in policy CS17, the key design principles that all proposals in the borough (excluding Welborne) will be expected to adhere to. The adopted Development Sites and Policies Plan sets out further requirements relating to Environmental Impact and Impact on living Conditions in policies DSP2 and DSP3 respectively.
2. Supplementary Planning Documents (SPDs) should be produced where they can help applicants make successful planning applications and should build upon and provide more detailed guidance on the policies in the Local Plan, whilst not unnecessarily adding to the financial burdens on development (paragraph 153 of the National Planning Policy Framework refers).
3. Once approved, the Fareham Borough Design Guidance SPD (excluding Welborne) will be a material planning consideration for decision-making purposes and, in conjunction with the Core Strategy and DSP Plan, be used to assess planning applications for the Borough (excluding Welborne). The Guidance contained within the document will provide householders, developers and other interested parties with information on what constitutes good design and what design standards proposals for new development will be expected to adhere to. With this in mind, the document has been produced in a language that is accessible to all sections of society including those without previous knowledge or experience of the planning system or design.
4. The Guidance does not introduce new policy or provide rigid standards that could stifle the design process but rather seeks to inspire and guide planning application proposals and other permitted development. As such, the Guidance sets out design principles that together strike a balance between providing flexibility for alternative solutions to be considered without compromising the ability to deliver high quality development.

PURPOSE AND CONTENT OF THE GUIDANCE

5. The Fareham Borough Design Guidance SPD (excluding Welborne) has been prepared with the needs of residents, architects and developers in mind. The guide explains what good design looks like and offers helpful advice on how to resolve everyday design problems in the built environment.
6. The document is set out into separate sections covering common types of development proposals. This approach enables readers to head straight to the pages relevant to their proposals. However, they may find the guidance on other pages useful as well. For example, designers of new housing developments can also draw upon the advice given in the first section of the guide on improving and extending existing houses. The sections of the document are set out below;
 - Introduction – The introduction sets out the Council's reasons for producing the document and how the document is set out.
 - Policy context– This section sets out the Local and National policy context in which the guidance has been produced.

- Section 1: Improving and extending your home -The first section provides clear guidance for residents wishing to extend or improve their home.
 - Section 2: New houses in existing streets; New houses in rear gardens; Flats - This section explains what is considered good design practice for proposals which involve new houses and flats in existing streets. It has been prepared to be of most benefit to small house builders and developers who may have some previous experience of the planning system but are otherwise looking for guidance on good design.
 - Section 3: New streets; New public spaces - The section on *New streets* and *New public spaces* has been prepared to be of most benefit to developers who may have some previous experience of the planning system but are otherwise looking for guidance on good design. It deals with the typical issues of how to ensure development respects existing surrounding properties, the context and character of an area.
 - Section 4: Shopfronts - The section on *Shopfronts* has been prepared to be of most benefit to independent shop owners. It addresses problems often encountered with how best to design shopfronts to enhance the appearance of the wider building and where possible to be in keeping with or enhance the existing street scene.
7. By following the guidance and working closely with the Council and the community, the process of achieving planning permission should be clearer for all interested parties. Furthermore, the principles within the Design Guidance will provide a clear framework through which high quality design can be achieved in the Borough's different settlements while having due regard to their unique characteristics.

STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)

8. The Planning Practice Guidance¹ states that when producing a Supplementary Planning Document an SEA may be required in exceptional circumstances. The design guidance expands upon policies within the relevant adopted local plans (LP1 and LP2) which have undergone Sustainability Appraisals² as part of their respective examination processes and have been found to have positive effects. Furthermore, the design guidance SPD relates to design and other qualitative criteria for development. The Council is therefore of the opinion that an SEA is not required.

CONSULTATION AND NEXT STEPS

9. The design guide will be consulted on for a period of 4 weeks to run from 21 September 2015 to 19 October 2015. This is in compliance with the Planning Practice Guidance³ and Regulation 12 of The Town and Country Planning (Local Planning) (England) Regulations 2012. Following completion of the Consultation period, the Council will then produce a report summarising the responses received, the Council's initial response to them and set out any justified revisions to the SPD.

¹ [Paragraph: 028 Reference ID: 12-028-20140306](#)

² [Core Strategy Sustainability Appraisal Report](#) and [DSP Plan Sustainability Appraisal Report](#)

³ [Paragraph: 028 Reference ID: 12-028-20140306](#)

RISK ASSESSMENT

10. There are no significant risk considerations in relation to this report.

CONCLUSION

11. The Fareham Borough Design Guidance SPD (excluding Welborne), as set out in Appendix A, would consolidate and provide greater detail on the relevant principles and policies relating to design, environmental impact and impact on living conditions set out in the Local Plan Part 1: Core Strategy and Local Plan Part 2: Development Sites and Policies Plan. It will provide clarity on the requirements of good design and help secure a well-designed built environment. It is therefore recommended that the requisite public consultation be undertaken to enable progression of the document to adoption.

Appendices:

Appendix A: Draft Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne)

Reference Papers:

Local Plan Part 1: Core Strategy (Adopted); Local Plan Part 2: Development Sites and Policies Plan (Adopted)

Enquiries:

For further information on this report please contact Claire Burnett (Ext 4330).

**Fareham Borough Design Guidance
Supplementary Planning Document
(Excluding Welborne)**

Introduction

This guide has been written with the aim of answering the question – “what makes good design?”

It has been prepared with the needs of residents, architects and developers in mind, in fact anyone who is involved in the process of designing or making changes to new and existing buildings and places. The guide explains what good design looks like and offers helpful advice on how to resolve everyday design problems in the built environment.

The document is set out into separate sections covering common types of proposals. This approach enables readers to head straight to the pages relevant to their proposals. However, they may find the guidance on other pages useful as well. For example, designers of new housing developments can also draw upon the advice given in the first section of the guide on improving and extending existing houses. The sections of the document are set out below;

- Policy context – This section provides the Local and National policy context in which the guidance has been produced.
- Section 1: Improving and extending your home -The first section provides clear guidance for residents wishing to extend or improve their home.
- Section 2: New houses in existing streets; New houses in rear gardens; Flats - This section explains what is considered good design practice for proposals which involve new houses and flats in existing streets. It has been prepared to be of most benefit to small house builders and developers who may have some previous experience of the planning system but are otherwise looking for guidance on good design.
- Section 3: New streets; New public spaces - The section on New streets and New public spaces has been prepared to be of most benefit to developers who may have some previous experience of the planning system but are otherwise looking for guidance on good design. It deals with the typical issues of how to ensure development respects existing surrounding properties, the context and character of an area.
- Section 4: Shopfronts - The section on Shopfronts has been prepared to be of most benefit to shop owners. It addresses problems often encountered with how best to design shopfronts to enhance the appearance of the wider building and where possible to be in keeping with or enhance the existing street scene.

The Council will expect proposals made in planning applications to have been designed with specific regard to the guidance contained in this document, relevant policies within the local plan and national guidance. It has been written specifically with the aim of encouraging well-designed proposals and preventing poorly thought out applications being made in the first instance.

The guide has not however been created to try and replace discussions between prospective applicants and Council Officers but to assist those conversations and help illustrate good design practice.

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Policy Context

Local policy

This document is a supplementary planning document (SPD) which expands on the design guidance already contained within the Fareham Borough Local Plan 1: Core Strategy (LP1) and Local Plan Part 2: Development Sites and Policies Plan (LP2).

It explains in more detail the various principles and criteria set out in the following policies:

- Policy CS17: High Quality Design (LP1).
- Policy DSP2: Environmental Impact (LP2).
- Policy DSP3: Impact on living Conditions (LP2).

It also highlights the importance of ensuring new development does not have an unacceptable impact on the living conditions of residents living nearby.

Policy DSP2: Environmental Impact

Development proposals should not, individually, or cumulatively, have a significant adverse impact, either on neighbouring development, adjoining land, or the wider environment, by reason of noise, heat, liquids, vibration, light or air pollution (including dust, smoke, fumes or odour).

Development should provide for the satisfactory disposal of surface and waste water, and should not be detrimental to the management and protection of water resources.

Policy DSP3: Impact on Living Conditions

Development proposals should ensure that there will be no unacceptable adverse impact upon living conditions on the site or neighbouring development, by way of the loss of sunlight, daylight, outlook and/or privacy.

CS17 High Quality Design

All development, buildings and spaces will be of a high quality of design and be safe and easily accessed by all members of the community. Proposals will need to demonstrate adherence to the principles of urban design and sustainability to help create quality places. In particular development will be designed to:

- respond positively to and be respectful of the key characteristics of the area, including heritage assets, landscape, scale, form, spaciousness and use of external materials,
- provide continuity of built form, a sense of enclosure with active frontages to the street and safety of the public realm,
- ensure permeable movement patterns and connections to local services, community facilities, jobs and shops,
- create a sense of identity and distinctiveness and one that is legible,
- enable and/or encourage a mix of uses and diversity in an area,
- ensure that the public realm has pedestrian priority⁷⁷, is safe, secure, functional and accessible, and is constructed of quality materials and well maintained,
- enable buildings to provide flexible accommodation, which can be adapted to suit all members of a community throughout their lifetime,
- provide green infrastructure, including landscaping, open spaces, greenways and trees within the public realm, and
- provide appropriate parking for intended uses taking account of the accessibility and context of a development and tackling climate change.

In addition new housing will be required to:

- secure adequate internal and external space, dwelling mix, privacy, and sunlight and daylight to meet the requirements of future occupiers.

Demonstration of adherence to the principles must be set out within design and access statements, and/or where relevant, design codes, briefs, frameworks or masterplans and to include a contextual analysis. Where relevant, a report by a licensed assessor which sets out compliance with the BREEAM and/or Code for Sustainable Homes level operating at the time of any application for planning permission.

New housing should seek to achieve the Lifetime Home standard from 2013. Prior to 2013, the Council will encourage developers to meet the lifetime home standard having regard to the viability of the proposal.

National policy

The government has published the National Planning Policy Framework (NPPF) stressing the importance of good design in the built environment and stating that:

“good design is a key aspect of sustainable development and good planning, and should contribute positively to making places better for people”, and;

“that local planning authorities should give great weight to outstanding or innovative designs that help to raise the standard of design more generally in the area. Equally, they should refuse planning permission for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions”.

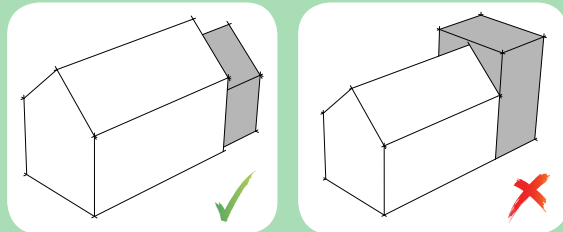
More detailed guidance is provided in the National Planning Practice Guidance (PPG). A specific chapter on design provides advice on the key points to take into account, highlighting the importance of good design, what constitutes a well-designed space, the treatment of buildings, the spaces in-between and issues specific to particular types of development.

Section 1: Improving and extending your home

Improving and extending your home

A successful extension or improvement to a house will respect the existing character of the house and the street. The materials chosen will often make a big difference to the overall appearance of the house. High quality, long-lasting materials which are complementary to the original dwelling will make a big difference to the overall appearance of the house.

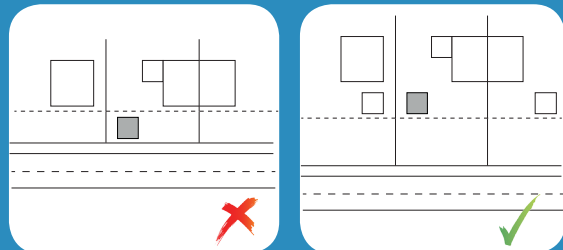
Side extensions



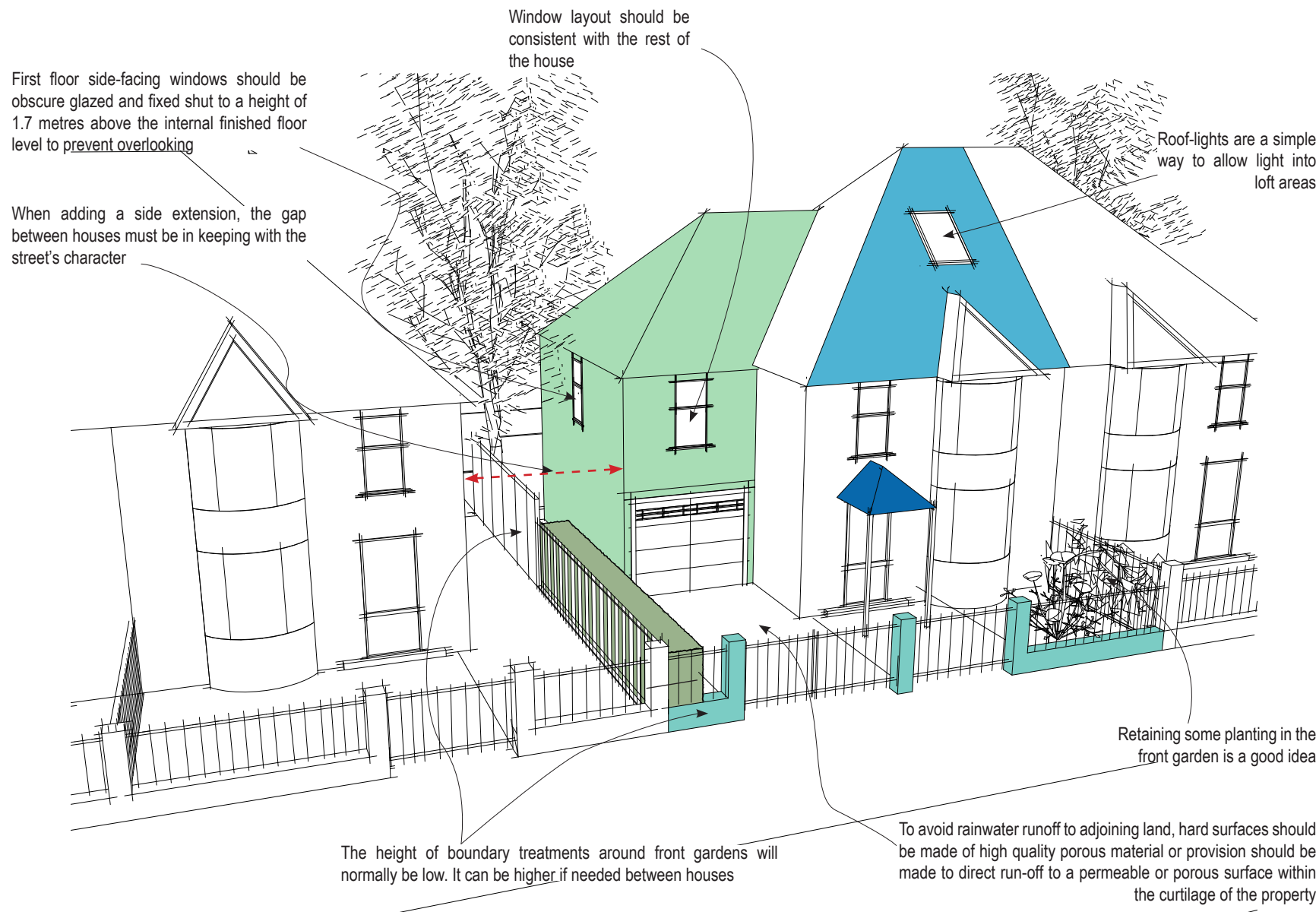
Side extensions look better if the ridge of the new roof sits below the original roofline.

Two storey extensions should be set back from the front wall of the house.

New buildings in front gardens



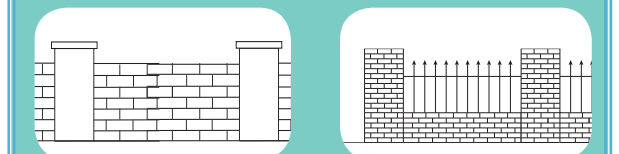
The addition of garages or other buildings in front gardens will normally only be allowed in streets where others are already found. Front gardens must also be large enough to accommodate them.



Appropriate front boundaries

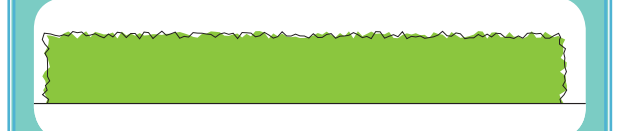
New proposals for front boundary treatments should reflect the positive aspects of a street's character and where possible enhance it.

The choice of boundary treatment and height should be determined by the positive elements within the street.



Brick walls

Wall and railings



Hedges

Porches

The design of a porch should reflect the appearance of the existing house. Excessively large or bulky porches are unlikely to be acceptable.

Dormers

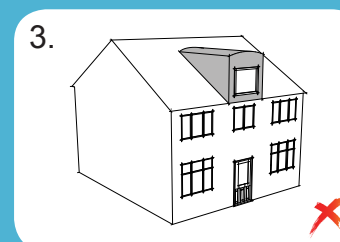
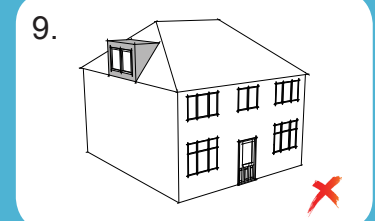
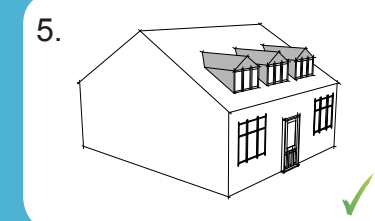
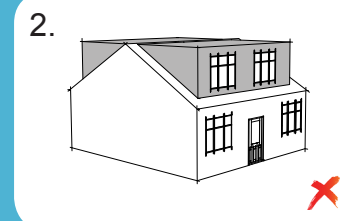
A dormer creates additional headroom within the roof space of a house but because they are so prominent they need to be well designed to stay in keeping with the original house.

As a guide:

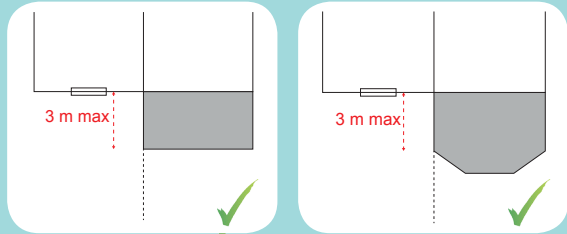
1. Put a dormer at the back of the house where it is less visible.
2. Keep below the original ridge of the roof.

3. Dormers should not take up the whole roof slope and should be set in from the gable end.
4. Materials and design of dormer windows should match those of the existing dwelling.
5. Several smaller dormers look better than one very large one.
6. Keep to the original style of the roof and use a gabled or hipped dormer.

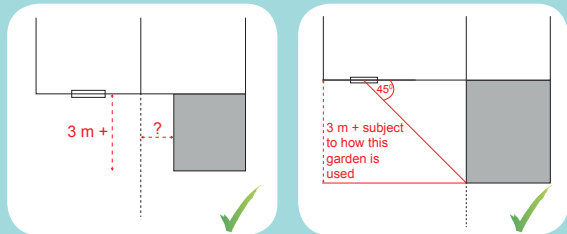
7. Care should also be taken to ensure new dormers do not unacceptably overlook adjacent properties.
8. Dormers should be set within the existing roof slope which should remain visible above, below and to the sides of the dormer.
9. Avoid dormers on the hipped end of a roof.



Rear extensions and conservatories



Extending semi-detached or terraced houses can affect the light to and outlook from habitable rooms* in adjoining properties if not done carefully. An extension up to a depth of 3 metres from the rear of neighbouring properties will normally be acceptable.

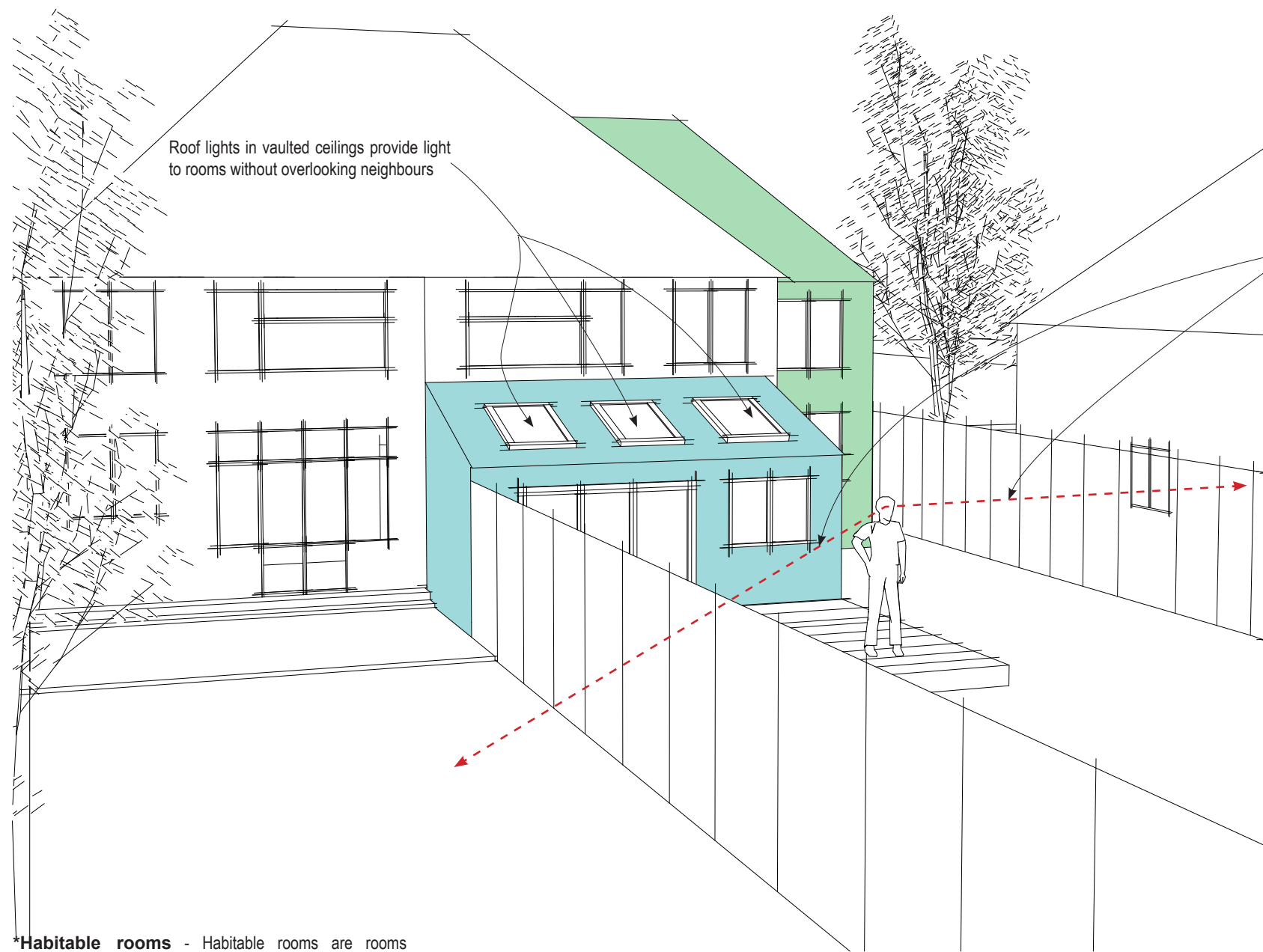


Setting the extension in from the boundary may mean its depth can exceed 3 metres, whilst still minimising the effect on neighbours.

If the extension falls behind a line drawn at 45 degrees from the centre line of the neighbour's window, it is less likely to affect them.

Similarly, where the affected window is set in from the boundary an extension exceeding 3 metres deep may be acceptable.

Well designed extensions will have a minimal effect on the living conditions of neighbours, including their light, outlook and privacy.



***Habitable rooms** - Habitable rooms are rooms usable for living purposes such as bedrooms, sitting rooms and kitchens. Bathrooms, utility rooms and WCs are not considered to be habitable rooms.

Side Extensions

Where a two storey extension would affect a sole window in your neighbour's property serving a habitable room, a distance of 6 metres between your neighbour's window and the flank of the extension should normally be achieved.

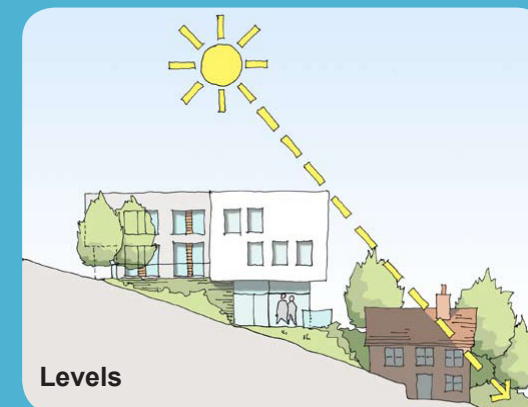
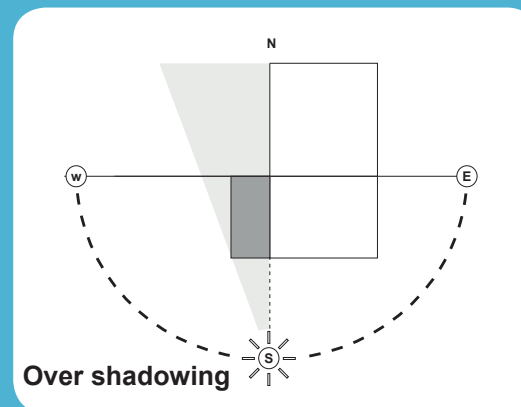
A lesser distance of 4 metres between the neighbour's habitable room window and the flank of the extension may be acceptable where:

- the neighbouring room is served by other windows which wouldn't be affected by the extension;
- the affected window currently has limited outlook and light available to it;
- existing boundary treatments already affect the light and outlook to the neighbouring window;
- the neighbouring property is built on higher land than the extension;
- the extension is of single storey scale with a roof design which limits the impact upon the neighbouring window.

In order to establish whether your proposal will be acceptable ask yourself:

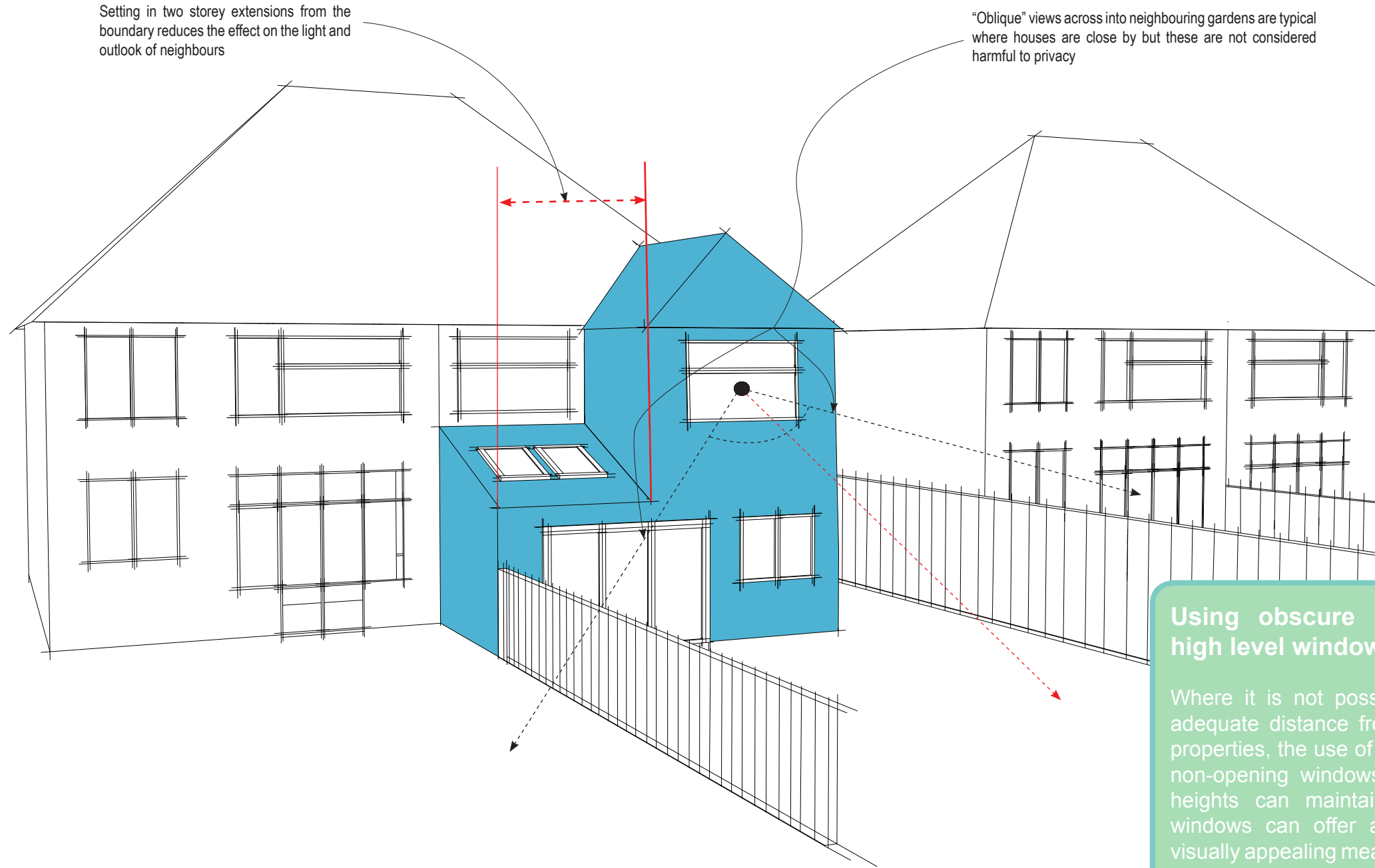
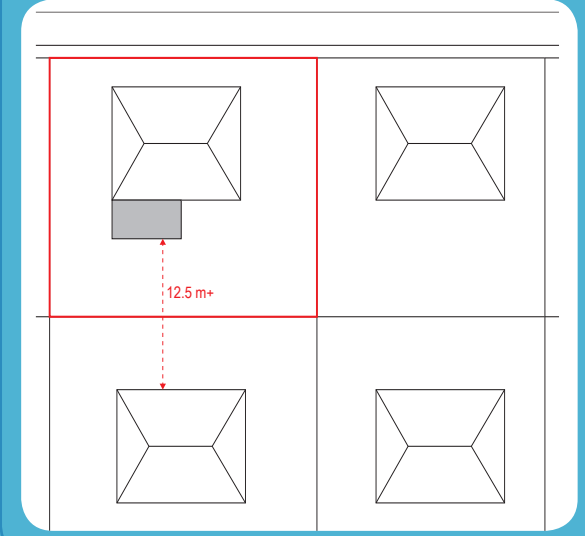
- What is the existing situation?
- How does the orientation of buildings affect sunlight (N, S, E, W)?
- How do levels make a difference?

- Is there any fencing, walls planting etc. (existing or proposed)?
- In the neighbouring property, what room might be affected? e.g. a habitable room?
- What is the importance of any affected windows.



Two-storey extensions to the rear of neighbouring properties

A distance of at least 12.5 metres should be retained between the windows in the rear of neighbouring houses and the wall of a proposed extension to minimise any loss of light or outlook.

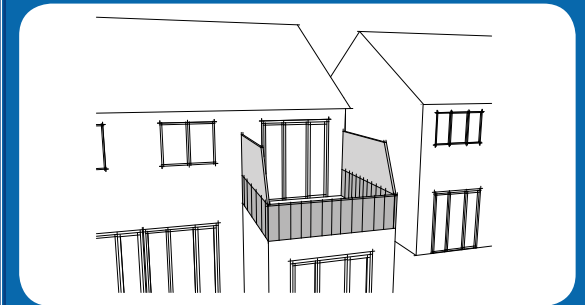


Setting in two storey extensions from the boundary reduces the effect on the light and outlook of neighbours

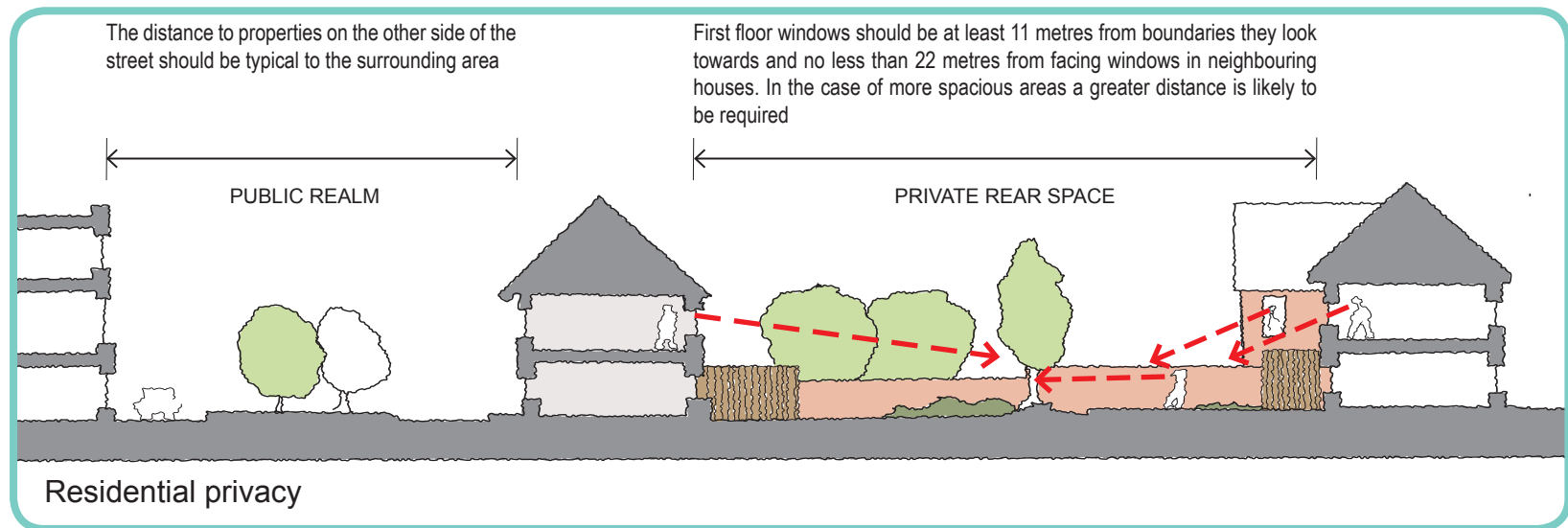
"Oblique" views across into neighbouring gardens are typical where houses are close by but these are not considered harmful to privacy

Balconies

A typical balcony can often give rise to sideways views into neighbouring properties. Solid or opaque 1.7 metre high screens will maintain privacy.

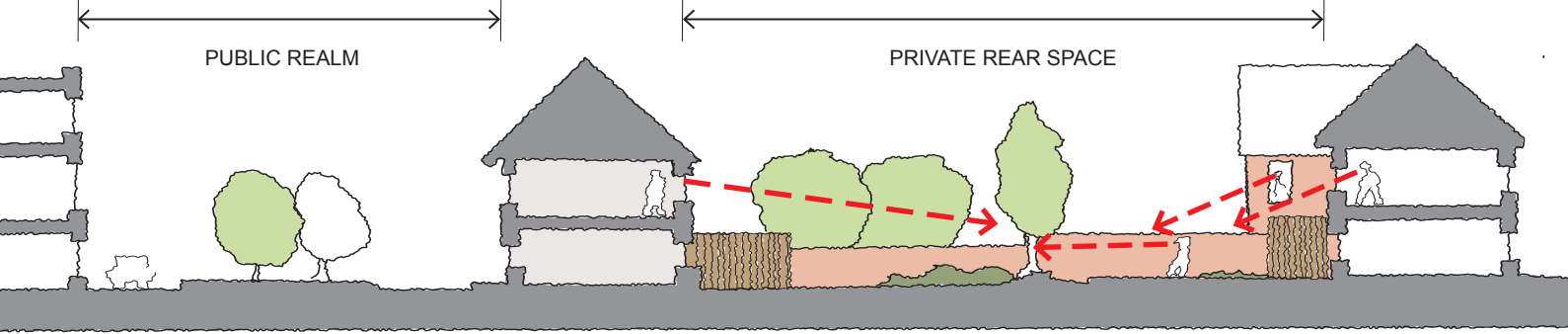


A 'Juliet' balcony has no decked area to stand out on. There are no potentially harmful sideways views.



The distance to properties on the other side of the street should be typical to the surrounding area

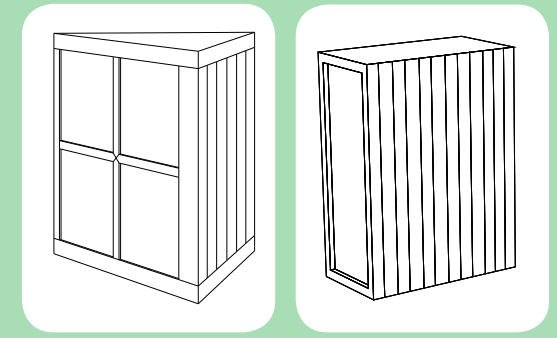
First floor windows should be at least 11 metres from boundaries they look towards and no less than 22 metres from facing windows in neighbouring houses. In the case of more spacious areas a greater distance is likely to be required



Residential privacy

Using obscure glazing and high level windows

Where it is not possible to keep an adequate distance from neighbouring properties, the use of obscure glazing, non-opening windows and raised sill heights can maintain privacy. Oriel windows can offer an effective and visually appealing means of addressing overlooking issues.



The use of obscure glazed windows to some habitable rooms is unlikely to be acceptable if they are the sole window.

You should also consider whether the window will need to serve as a 'means of escape' to comply with the Building Regulations.

Section 2: New dwellings

New dwellings in existing streets

Well-designed new houses on 'frontage infill' sites will reflect the scale of other plots in the street.

Scale

It is important that the scale of a new house relates well to its surroundings.

Where most homes in a street are single-storey, a two-storey building is likely to be out of character.

Likewise a single-storey building in a street containing mostly two-storey homes may not be appropriate.

In streets where there is a mixture of single and two-storey housing, a smooth transition can be achieved through careful design.



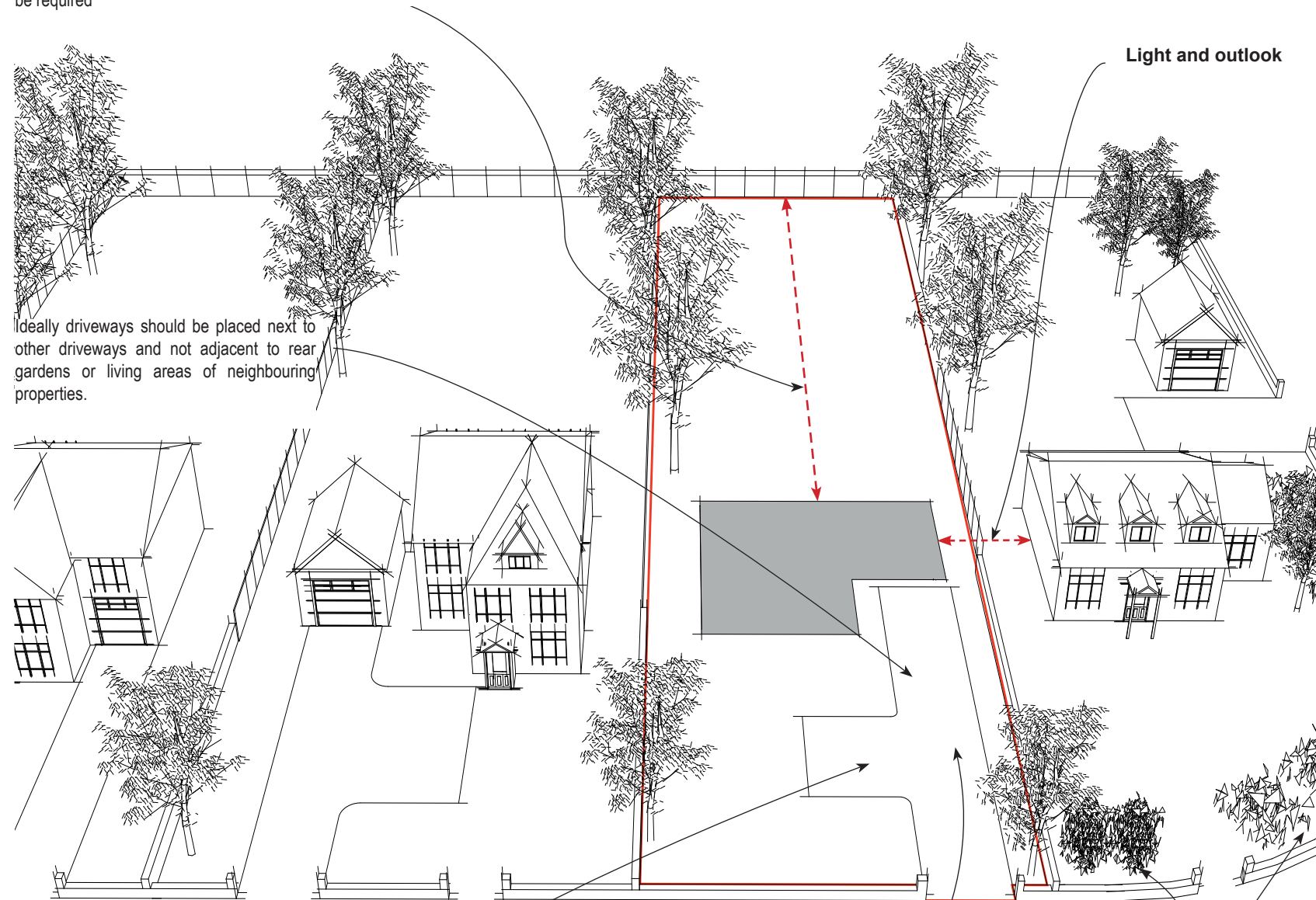
Character

Gaps between existing houses can sometimes make appropriate plots for new homes. This will depend on the size and width of the plot and how it compares to others in the street.

Care should be taken to ensure the space left between houses reflects the spaciousness and character of the area.

Space should be retained in front of the building to reflect the character of the street and not protrude beyond the building line.

First floor windows should be at least 11 metres from boundaries they look towards and no less than 22 metres from facing windows in neighbouring houses. In the case of more spacious areas a greater distance is likely to be required



Ideally driveways should be placed next to other driveways and not adjacent to rear gardens or living areas of neighbouring properties.

Although there should be sufficient room for cars to park and turn around, hard surfacing should not dominate the front garden

To avoid rainwater runoff to adjoining land, hard surfaces should be made of high quality porous material or provision should be made to direct run-off to a permeable or porous surface within the curtilage of the property

When creating a new frontage, proposals should aim to retain existing hedgerows and trees which contribute to the street's character

Light and outlook

Where a new dwelling would affect a sole window in a neighbouring property serving a habitable room*, a distance of 6 metres between the neighbouring property's window and the flank of the new dwelling should normally be achieved.

A lesser distance of 4 metres between the neighbouring property's habitable room window and the flank of the new dwelling may be acceptable where:

- the neighbouring room is served by other windows which wouldn't be affected by the new dwelling;
- the affected window currently has limited outlook and light available to it;
- existing boundary treatments already affect the light and outlook to the neighbouring window;
- the neighbouring property is built on higher land than the extension;
- the new dwelling is of single storey scale with a roof design which limits the impact upon the neighbouring window.

***Habitable rooms** - Habitable rooms are rooms usable for living purposes such as bedrooms, sitting rooms and kitchens. Bathrooms, utility rooms and WCs are not considered to be habitable rooms.

New dwellings in rear gardens

Sometimes referred to as 'backland', 'garden land' or 'tandem' development.

Private gardens

Private gardens should be adequately sized and provide good quality outdoor space.

A garden 11 metres long will normally be sufficient for the average home.

Large family homes should have more generous sized gardens.

Gardens that would be affected by excessive shading from trees and buildings should be avoided. Likewise gardens on steeply sloping sites or with significant changes in levels will not be acceptable unless only part of the space is affected in this way.

Character

Proposals for new houses in rear gardens should ensure both the new plot and the remaining plot are similar in size to nearby properties.

The new dwelling should be in proportion to the plot so it does not appear cramped or out of character.

Existing mature hedgerows should be retained to minimise the effect on neighbours and the appearance of the area.

Dwellings within backland locations must be carefully designed to preserve the outlook and privacy available to existing properties. Properties constructed in these locations may often need to be single storey in design to minimise the impact upon neighbours

Sufficient distance needs to be left between new driveways and windows to bedrooms and living areas in adjacent properties. Loose surface material such as gravel should be avoided as it often leads to noise nuisance from vehicle movements

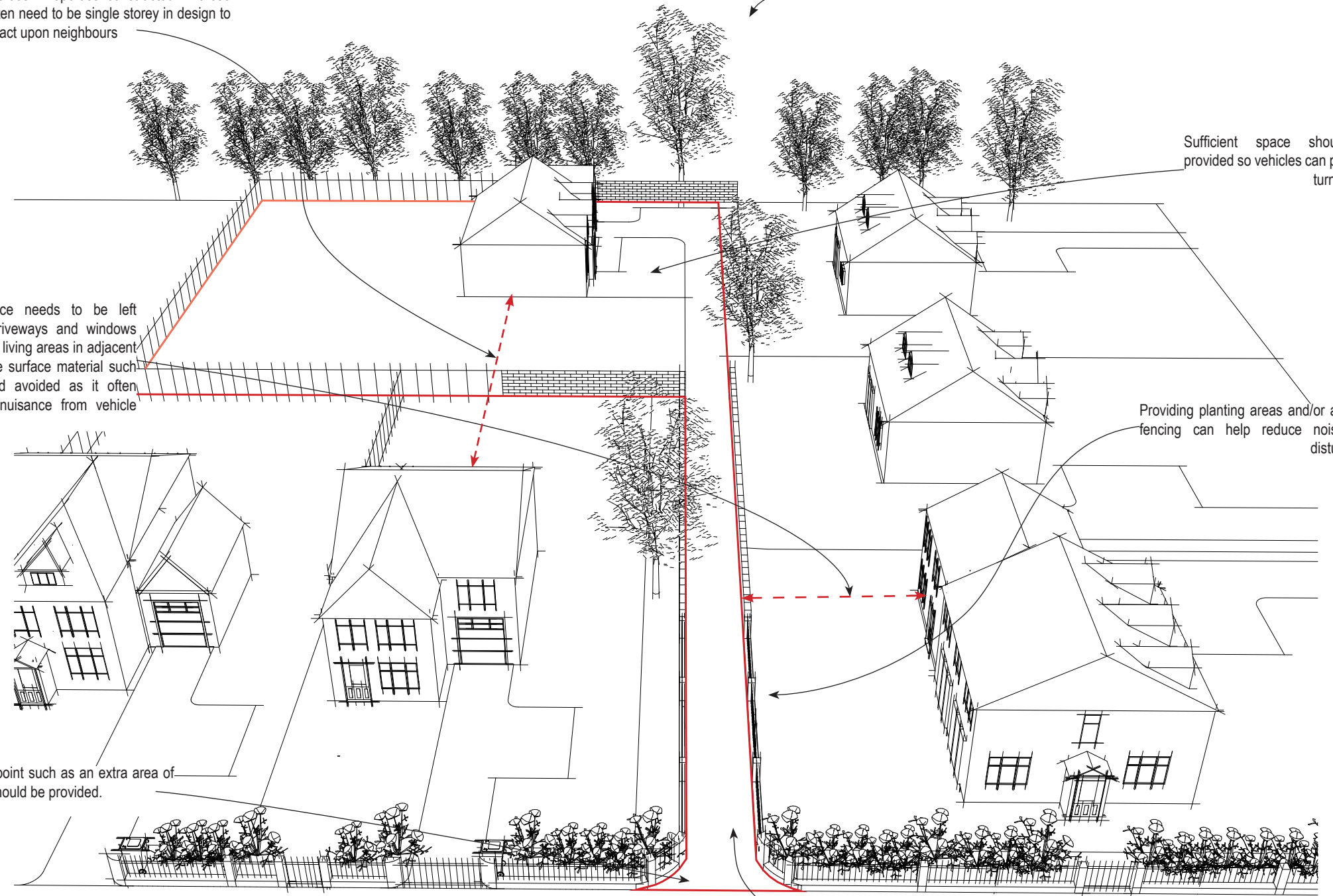
A bin collection point such as an extra area of hard-surfacing should be provided.

Rear gardens often have mature trees which must be taken into account. Keeping trees adds value and preserves the character of an area.

Sufficient space should be provided so vehicles can park and turn around

Providing planting areas and/or acoustic fencing can help reduce noise and disturbance

To avoid rainwater runoff to adjoining land, hard surfaces should be made of high quality porous material or provision should be made to direct run-off to a permeable or porous surface within the curtilage of the property



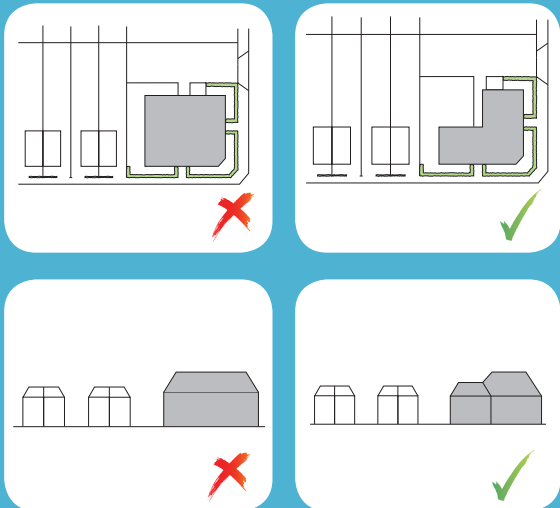
Flats

Flats are effective ways of enhancing the capacity of sites and are more appropriate in local or Town Centres where they make best use of good transport links and help support local shops. Well designed flats will enhance their setting and reflect the character of the surrounding area.

Internal space

The internal dimensions of a flat will be expected to meet at least the minimum sizes set out in National Guidance.

Reducing the bulk of large buildings



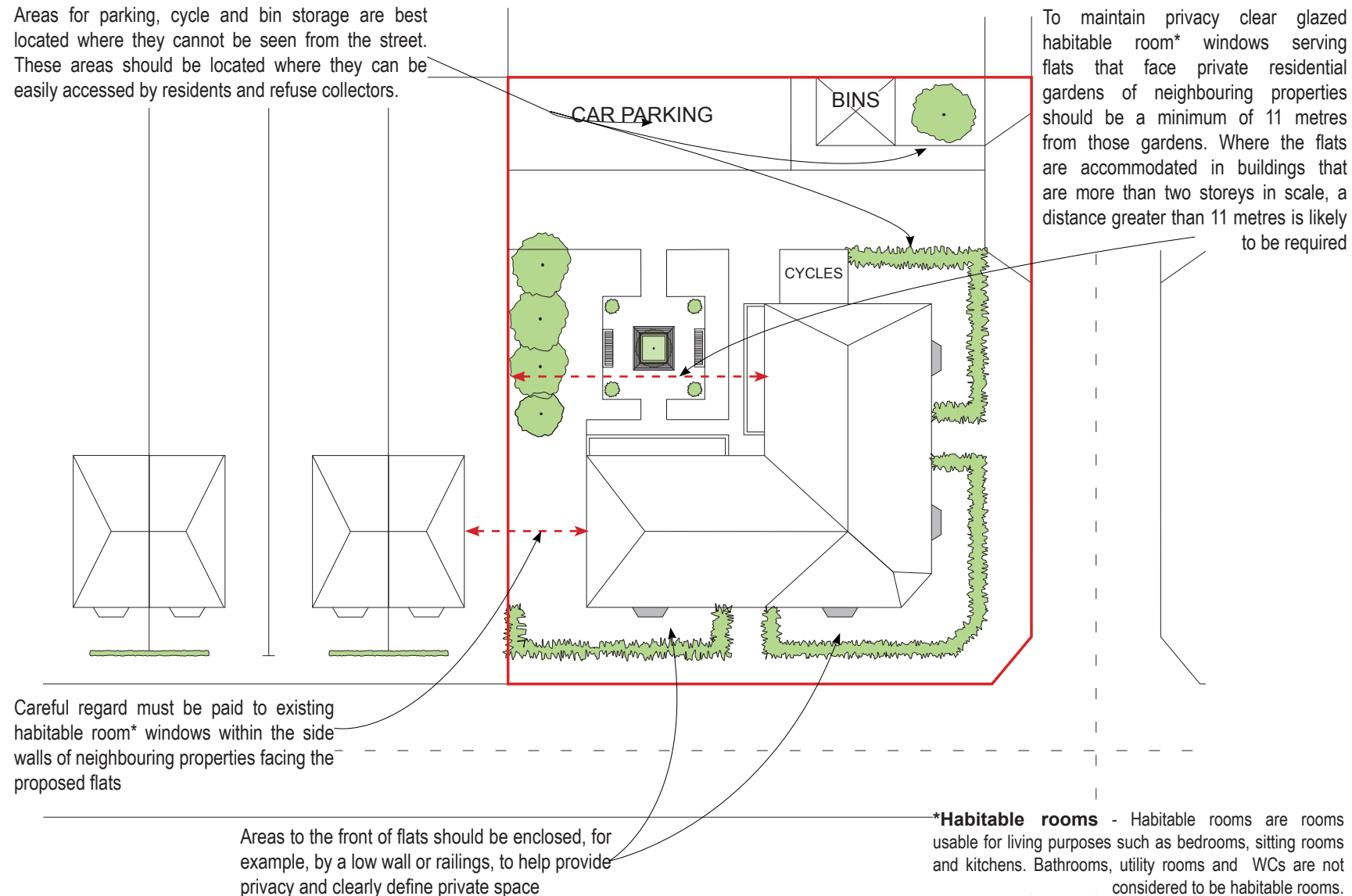
Buildings containing flats will be expected to be in keeping with the existing scale and character of the street.

The bulk of large buildings can often be reduced by breaking up the overall building into smaller parts creating separate buildings or variation to elevations.

Flat buildings can be designed to include and repeat key characteristics of the street, for example bay windows.



Areas for parking, cycle and bin storage are best located where they cannot be seen from the street. These areas should be located where they can be easily accessed by residents and refuse collectors.



To maintain privacy clear glazed habitable room* windows serving flats that face private residential gardens of neighbouring properties should be a minimum of 11 metres from those gardens. Where the flats are accommodated in buildings that are more than two storeys in scale, a distance greater than 11 metres is likely to be required

Balconies

Balconies offer the opportunity for providing quality individual outside space. This is of great importance in areas where it is not possible to provide adequate outdoor space. They also have the added benefit of providing natural surveillance to communal areas.

Adequate space should be provided to enable a balcony to be used as an outside living space. It is also important to consider the privacy of existing buildings and private space when designing proposals that include balconies.



Collingwood Court, Fareham

Outdoor space

New flats should have access to adequately sized and good quality outdoor space. There may be exceptional circumstances, such as the conversion of existing non-residential buildings in local or town centre locations, when the provision of outdoor space is not possible.

A garden of 25m² will normally be sufficient for most one or two bedroom flats. Where it is not possible to provide each flat with its own private garden, a communal garden will be acceptable.

In the town centre and other centres around the Borough more innovative ways of providing quality outdoor space might be required. For example, courtyards, roof terraces and balconies may be acceptable alternatives to gardens.

Proposals should avoid areas of "landscaping" with no clear sense of ownership which may often become neglected or poorly maintained over time. Instead, space around the building should be clearly defined.

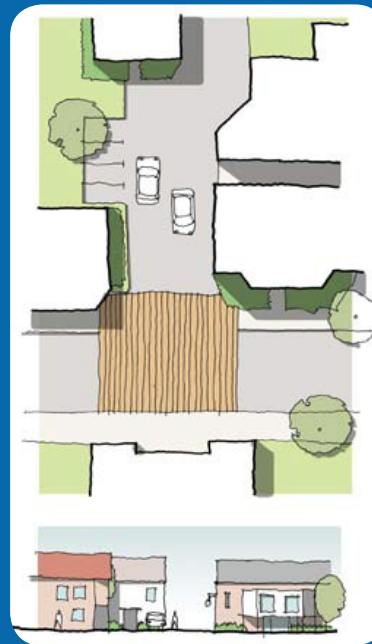
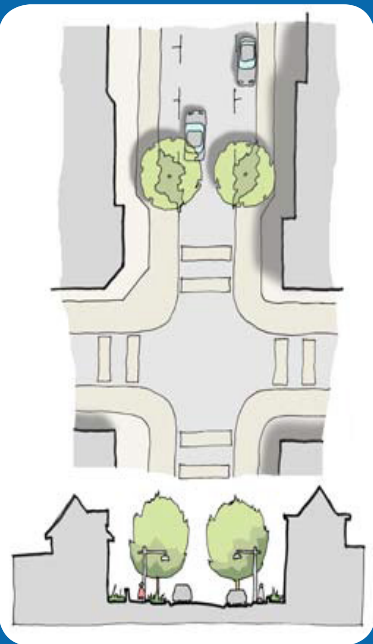
Section 3: New streets and Public spaces

New streets

Well designed development will connect into existing routes and where possible enhance them. Where new streets are proposed they should respect the existing route hierarchy and ensure good pedestrian links to key destinations.

Routes

Places are made up of a hierarchy of routes referred to as primary, secondary and minor routes. Large developments will clearly show what routes are major ones and which are more secondary down to the most informal pedestrian routes. This needs to be clear from the dimensions of the street and the corresponding scale of buildings and trees which front it. Smaller developments will need to be designed appropriately to fit into the existing 'route hierarchy' of the surrounding area.



Primary routes:

On larger sites, some form of 'main street' may typically form the spine of the development. These usually have wider streets, taller buildings, segregated cycle routes and foot-ways. Primary routes should be wide enough to accommodate on-street parking.

Secondary routes:

Many residential streets would fall into this category. These usually have modest street widths, smaller buildings, mostly smaller street trees and dedicated space for larger street trees, cycle routes and foot-ways may not be segregated and on-street car parking.

Minor routes :

The lowest in the hierarchy of streets, typically serve only a small number of vehicle movements. On-street parking is not a feature of minor routes which usually have on-plot or rear court parking areas.



Primary route



Secondary route

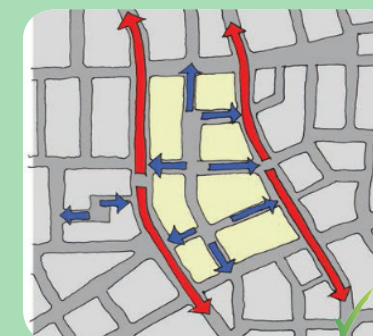


Minor route

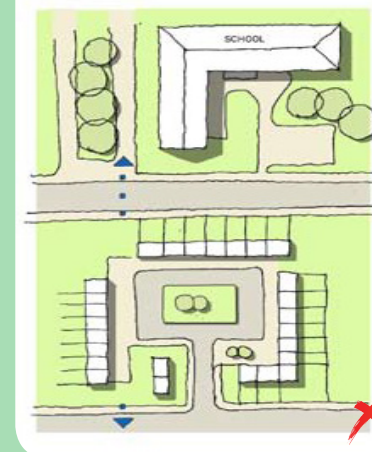


Making connections

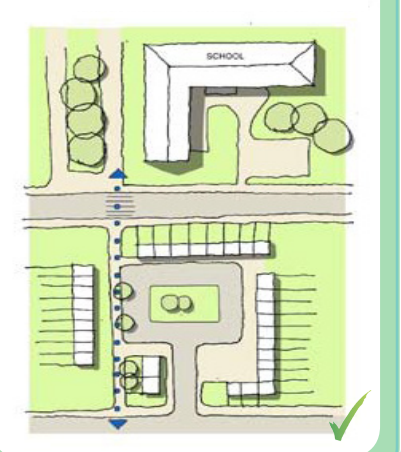
New streets should provide clear and well connected routes. A well connected street will allow people to move easily between places and provide direct routes to key services and facilities. New streets will integrate with the layout of existing layout of streets and routes.



Potential connection closed off



Pedestrian/cycle connection encouraged

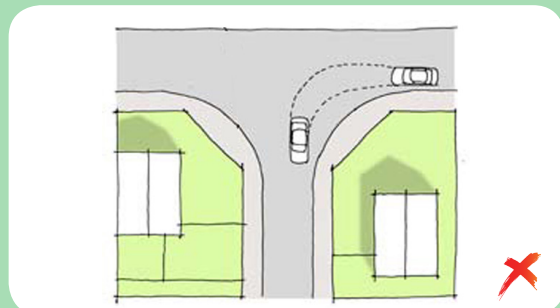


New streets (lower density)

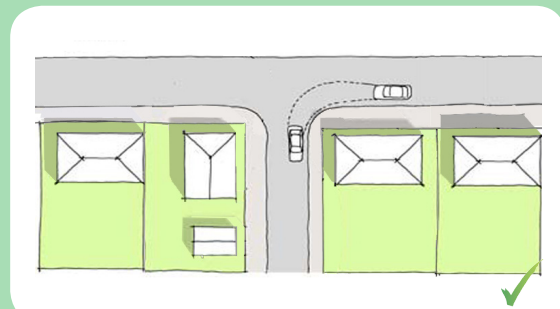
Access into the site

In residential developments, where possible, vehicular, pedestrian and cycle access into the site should not be from a single point, but should allow the possibility of entering and exiting the site from several different locations. This is to prevent the inefficiencies experienced with typical cul-de-sac developments and excessive vehicle movements experienced by residents living on a single route in and out.

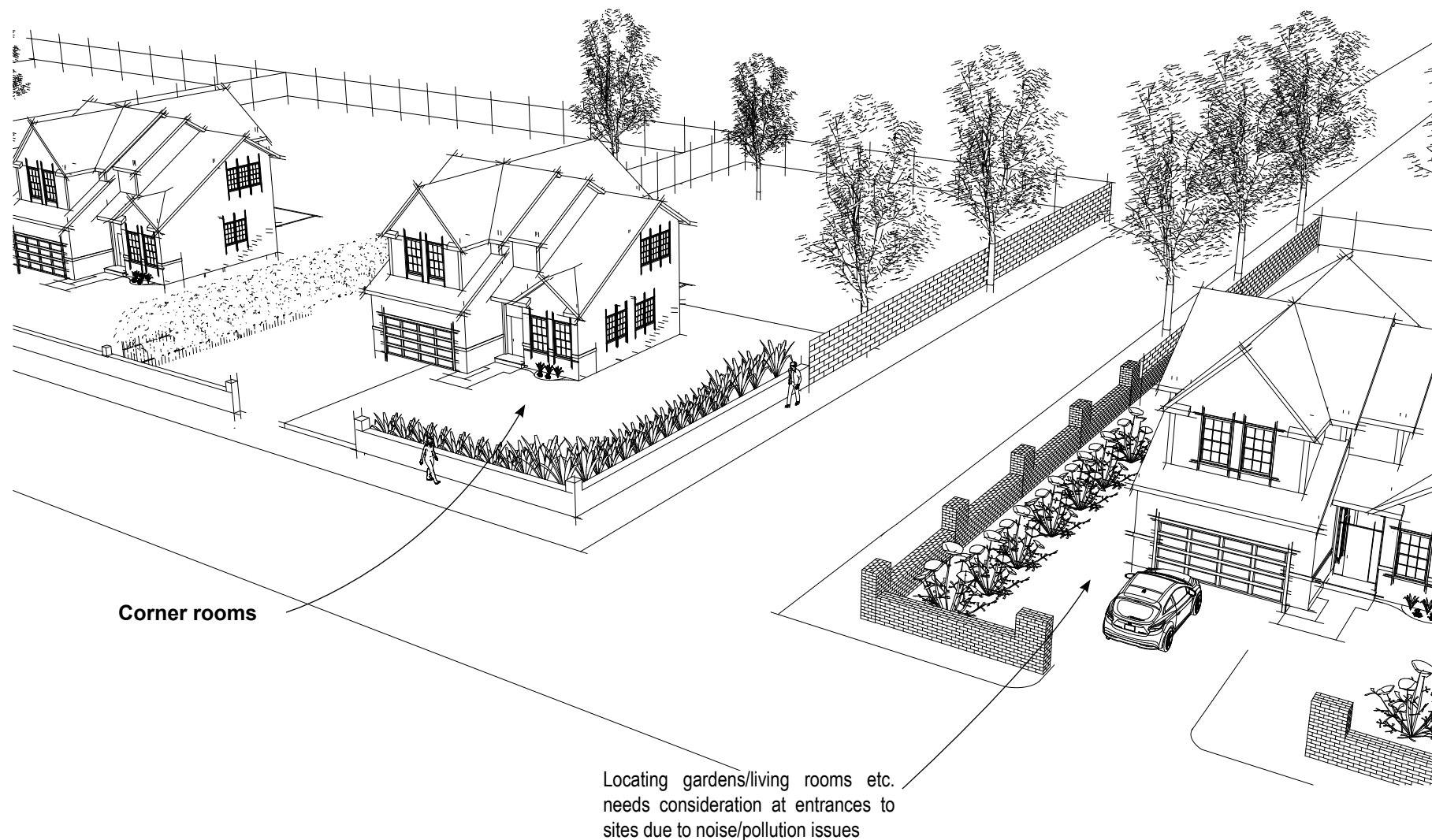
The design of the access will depend very much on the nature and size of the development and the size and traffic speed of the road or route that it links into.



Vehicle dominated layouts are created when footpaths and buildings follow wide swept paths and must be avoided.



Tighter footpaths create less vehicle-dominated road layouts and give greater priority to pedestrians and make better use of the land available.



Corner rooms



Corner rooms should have windows in walls addressing both sides of the street to allow complete surveillance and avoid the problem of blank flank walls.

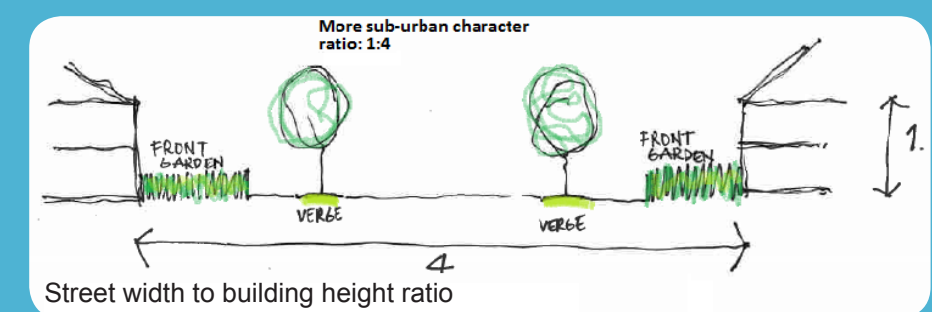
Layout



In lower density areas, the size and spaciousness of new plots and the buildings on them should respect the surrounding character.



Proposals for higher density development which would be out of keeping with the area's character will be unacceptable.

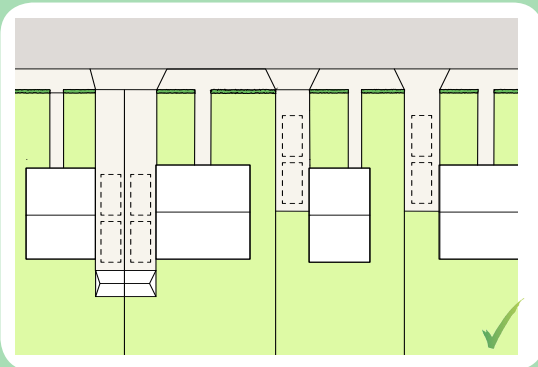


The scale of buildings, widths of streets and frontages will reflect the more sub-urban character.

On-plot parking

On-plot parking spaces provide more convenient and secure spaces for vehicles. However, frontage parking can often result in a street which is dominated by hard surfacing and parked cars, particularly when narrow plots (below 5.5m) are adjacent to each other, making it unsightly.

In general, on-plot parking wholly in front of a property should be avoided. Parking to the side of the house and behind the building line of the street will be visually more appropriate.



Private car spaces and drives should be surfaced in high quality porous materials which will allow sustainable drainage and contrast with standard tarmac. Materials that can cause a noise nuisance, like gravel, should be avoided.

Parking spaces should not be placed close to windows to habitable rooms. It is also important that sufficient space be provided for parked vehicles to avoid overhanging on adjacent footpaths.

Even in lower density development tandem parking can lead to on-street parking. This is particularly a problem where the streets are of modest width leading to parking partially on the footway. If on-street parking is likely the width of the street should be designed with sufficient space for street trees and other planting.

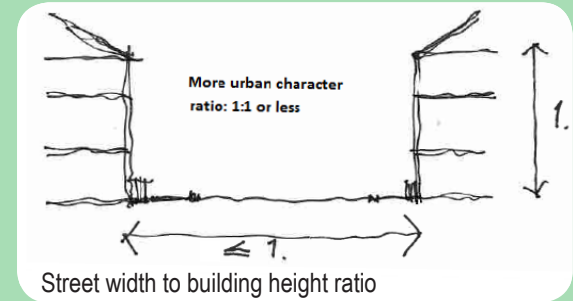
Well designed houses, incorporating appropriate front boundary treatments, will enable natural surveillance of the street while protecting the privacy of residents.



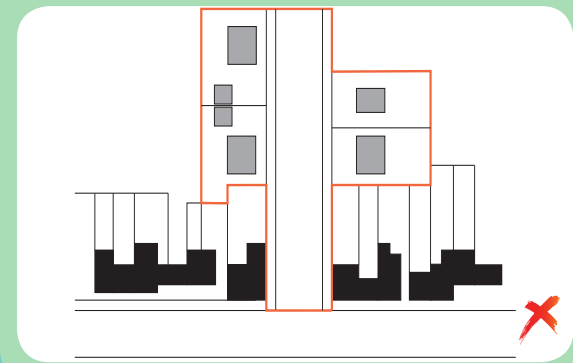
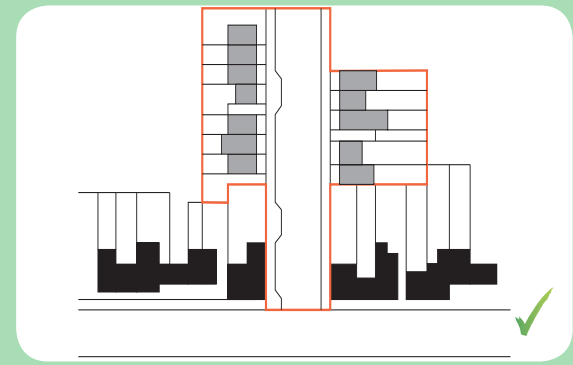
***Habitable rooms** - Habitable rooms are rooms usable for living purposes such as bedrooms, sitting rooms and kitchens. Bathrooms, utility rooms and WCs are not considered to be habitable rooms.

Layout

In existing areas of higher density development, new streets should reflect this character through the size of plots, scale of buildings and width of the street and the sense of enclosure this creates.



Trying to introduce lower density suburban type housing will be out of keeping with the character of the area



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New streets (higher density)

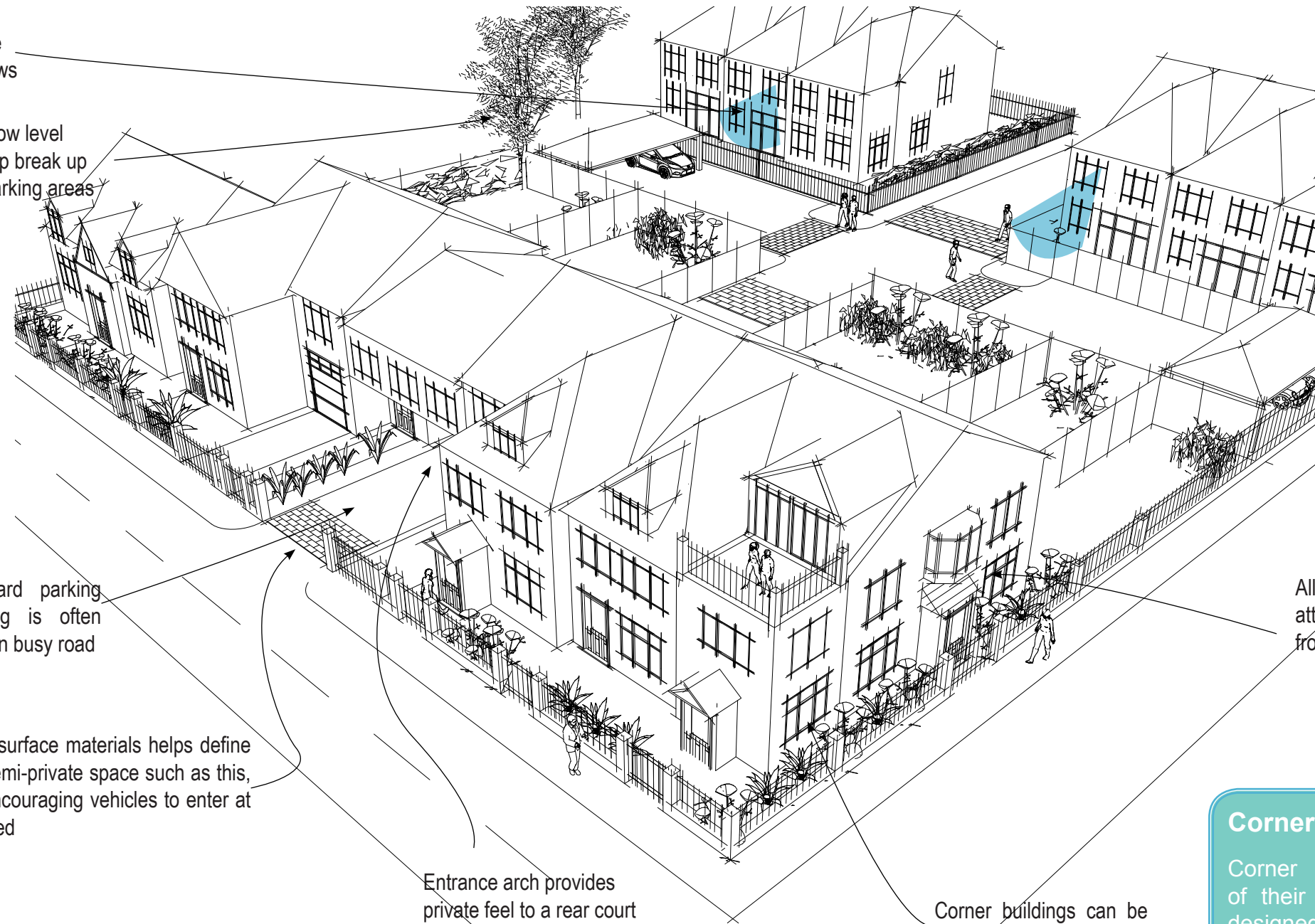
Natural surveillance from windows

Trees and low level planting help break up large car parking areas

Rear courtyard parking and servicing is often appropriate on busy road

A change in surface materials helps define public and semi-private space such as this, as well as encouraging vehicles to enter at a slower speed

***Habitable rooms** - Habitable rooms are rooms usable for living purposes such as bedrooms, sitting rooms and kitchens. Bathrooms, utility rooms and WCs are not considered to be habitable rooms.



All street elevations should be attractive and contain windows from habitable room* for natural surveillance

Entrance arch provides private feel to a rear court car park

Corner buildings can be local landmarks

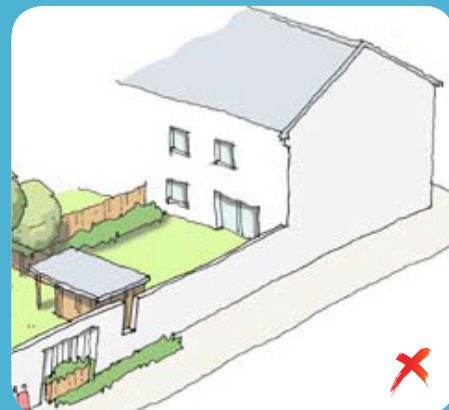
Corner buildings

Corner buildings, because of their location, need to be designed to address all aspects facing the street.

Blank walls

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

In exceptional circumstances where blank walls cannot be avoided design solutions that reduce their impact should be used. This could be through the use of planting, such as non-destructive climbers or green walls, or through detailing such as weatherboarding, tile hanging, brick detailing or public art.



Rear court car parking

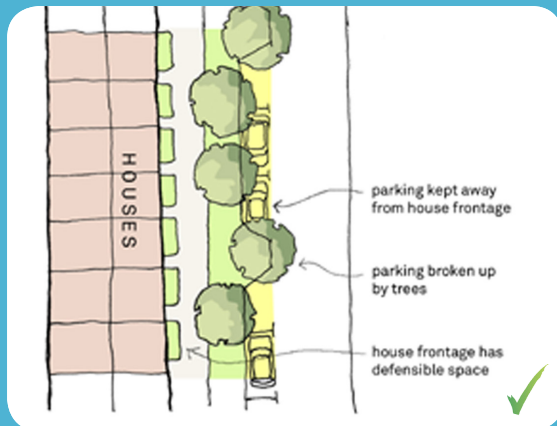
Areas behind buildings can be used to provide communal parking spaces where appropriate.

- All spaces should ideally be within 20 metres of the properties they serve.
- Parking should not cause adverse impact to windows at ground level,

particularly at night.

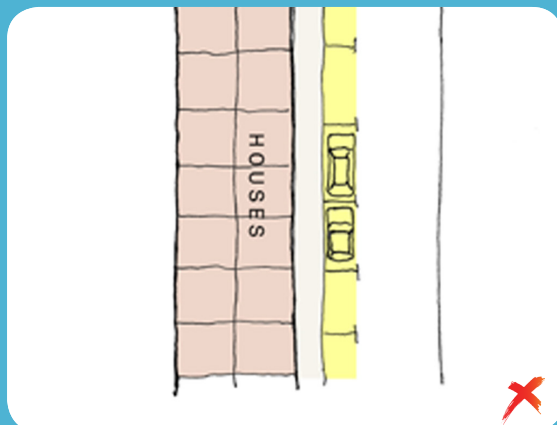
- Any block of more than 5 parking spaces should be broken up with appropriate paving and tree planting to reduce its visual impact.

On street parking



The most traditional car parking method is to provide unallocated spaces on the street. This enables every space to be used by anyone and to its greatest efficiency. It often allows residents to see their car from their house and contributes to an active street and traffic calming, while keeping most vehicular activity on the public side of buildings.

Continuous areas of communal parking are visually intrusive and need to be avoided by breaking up their quantity in one place.



Street layouts should be designed to discourage on-pavement parking near the fronts of houses or elsewhere.

Parking squares

Parking squares can provide more car spaces in a wide street than parallel kerbside parking.

- They need to be designed with robust materials and as attractive public spaces which also accommodate

parked cars. This can be achieved with generous and appropriate street trees, surfaces other than tarmac and appropriate street furniture.

- Small squares can add interest and provide parking in a traffic calmed environment.
- All unallocated parking spaces should be suitable for adoption and cannot be subsequently allocated or conveyed to individual properties.



Trees

Trees and planting are essential elements in creating high quality well designed streets and spaces. Care should be taken to ensure that there is sufficient space for the planting to mature and achieve its potential as well as adequate space to maintain the planting.

The species and siting should not

give rise to pressures in the future leading to pruning, lopping or felling due to space, amenity, ownership or future infrastructure maintenance issues.

Retained trees must be designed into the scheme in a positive way, such as a focal point within public open space.



New public spaces

Larger developments will be expected to provide new well designed and thought out public spaces which function successfully. New development adjacent to existing public spaces will take every opportunity to improve and enhance these spaces and where possible should connect to surrounding public spaces. The scale of surrounding buildings and their uses should reflect the type of public space, its size and location (e.g. town centre, residential, etc.)

Residential public spaces

Parks and open spaces will be designed with the recreational needs of residents in mind. Play equipment should be located a minimum distance of 20 metres from residential properties to avoid disturbance to neighbouring homes

Public space should be overlooked by active habitable rooms*. This not only provides surveillance but also helps create vibrant, active spaces.

***Habitable rooms** - Habitable rooms are rooms usable for living purposes such as bedrooms, sitting rooms and kitchens. Bathrooms, utility rooms and WCs are not considered to be habitable rooms.

Buildings should front onto public space.

good pedestrian route network

Natural surveillance from flats at night

High quality planting, surfacing and street furniture should be provided to create new public spaces which people enjoy spending time in

Natural surveillance from offices/shops during the day

Town centre public spaces

Well laid out public spaces which incorporate appropriate planting and trees have a positive visual impact which provides relief to the development. They also have the added benefit of enhancing biodiversity

Section 4: Shopfronts

Shopfronts

Well designed shopfronts will enhance the building as a whole and be in keeping with the wider street scene.

Traditional details

In streets with a strong traditional character, appropriate details, such as pilasters, cornices and corbels should be used.

Windows

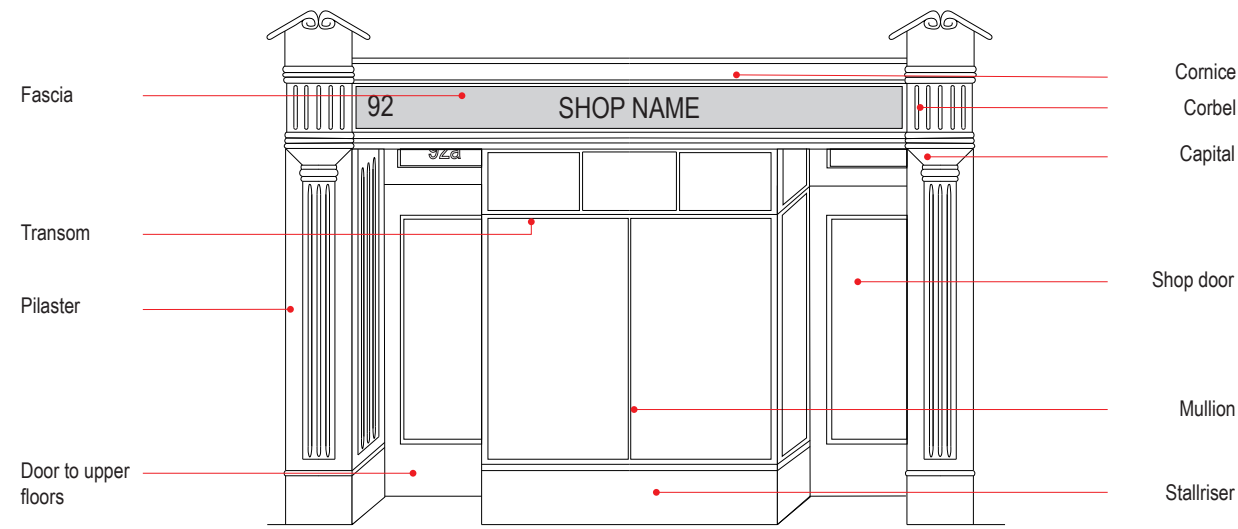
The size and proportions of the windows should relate well to the design of the building.

Large areas of sheet glass are often out of proportion. Dividing them vertically with mullions can help improve their appearance.

Canopies

Canopies over shopfronts should respect the appearance of the building and not obscure any architectural detail.

Plastic or glossy materials and the use of "Dutch" canopies are not appropriate for listed buildings or in conservation areas.



Elements of a shopfront



Bad street scene



Good street scene

Doorways

Doorways are better recessed so that they provide shelter for shoppers and avoid a flat shopfront.

Fascias

Fascias which obscure windows, or do not relate well to the building as a whole (for example by extending across a number of units) will look unsightly and will be unacceptable.

The use of plastic fascia signs and internally illuminated box fascias on listed buildings or within a conservation area will not be acceptable.

Shop numbers should be included on fascias to help orientate people within a street.

Security shutters

Solid external shutters create dead and hostile frontages when down and can attract vandalism and graffiti.

Open grill shutters located between the window display and the glass will be encouraged as an alternative which preserves an active shopfront whilst still providing protection for the premises.



FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date **14 September 2015**

Report of: **Director of Planning and Development**

Subject: **REVIEW OF WORK PROGRAMME 2015/16**

SUMMARY

At its meeting on 19 May 2015, the Planning and Development Policy Development and Review Panel agreed to a draft Work Programme for 2015/16.

RECOMMENDATION

Members are now invited to review the Work Programme for the year 2015/16.

INTRODUCTION

1. At the last meeting of the Panel on 19 May 2015, members agreed a draft Work Programme for 2015/16, see Appendix A.
2. Appendix B contains details of the outcomes from matters considered at the Panel meeting on 19 May 2015.
3. Appendix C contains details of the Planning and Development Executive Portfolio programme of items proposed to be reported to future meetings of both the Panel and the Executive.

REVISIONS TO THE WORK PROGRAMME

4. Members are asked to note that the following revisions to the work programme:
 - (i) the report on Fareham Borough Design Guidance Supplementary Planning Document (Excluding Welborne) draft for Consultation scheduled for the Cancelled July meeting is now to be considered at the 14 September 2015 meeting.

RISK ASSESSMENT

5. There are no significant risk considerations in relation to this report.

CONCLUSION

6. The Panel is invited to:-
 - (a) review and agree the proposed Work Programme for 2015/16, (as updated with the revisions referred to above), and as appropriate, add to the draft programme any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel;
 - (b) review the outcomes from matters considered at the Panel meeting on 19 May 2015; and
 - (c) note the Planning and Development Executive Portfolio work programme for 2015/16.

Appendices:

Appendix A – Planning and Development PDR Panel Work Programme 2015/16

Appendix B – Progress on Actions Since Last Meeting

Appendix C – Planning and Development Portfolio – Combined Executive and Policy Development and Review Panel Work Programme 2015/16 as at 25 August 2015

Background Papers:

Reference Papers:

Enquiries:

For further information on this report please contact Richard Jolley. (Ext 4388)

APPENDIX A

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND
REVIEW PANEL - WORK PROGRAMME 2015/16**

<u>MEETING DATES FOR 2014/15</u>	<u>ITEMS</u>
19 May 2015	<p>Fareham Borough Non-Residential Parking Standards: Draft for Consultation</p> <p>Review of the Work Programme 2015/16</p>
21 July 2015 - CANCELLED	Review of the Work programme 2015/16
14 September 2015	<p>Performance Review: Parking Strategy Service & Strategy Action Plan</p> <p>Fareham Borough Design Guidance Strategic Planning Document (excluding Welborne) – Draft for Consultation</p> <p>Review of the Work Programme 2015/16</p>
3 November 2015	<p>Performance Review: Planning Strategy service including 2014/15 Local Plan Annual Monitoring Report</p> <p>Review of the Work Programme 2015/16</p>
12 January 2016	<p>Performance Review: Tree Service & Strategy Action Plan</p> <p>Preliminary Review of the Work Programme 2015/16 and Draft Work Programme 2016/17</p>
1 March 2016	<p>Performance Review: Environmental Sustainability Strategy & Action Plan</p> <p>Final Review of Work Programme 2015/16 and Draft Work Programme 2016/17</p>

Unallocated Items:

Environmental Improvement Programme

Performance Reviews: Coastal Management Service; Building Control Service

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL PROGRESS ON ACTIONS
SINCE LAST MEETING ON 19 MAY 2015**

Date of Meeting	19 May 2015
Subject	<u>Fareham Borough Non-Residential Parking Standards: Draft for Consultation</u>
Type of Item	Consultation
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development on Fareham Borough Non-Residential Parking Standards revised document which has been drafted in preparation for consultation.</p> <p>The report was presented by the Transport Planner (Planning Strategy & Regeneration) who explained to the Panel the rationale for the production of a new revised Non-Residential Parking Standards Supplementary Planning Document, who then took questions from members on the proposed strategy.</p> <p>Councillor Englefield enquired as to whether the document provided provision for mobility scooters. The Director of Planning and Development addressed the Panel and stated whilst this is not currently covered within the proposed parking standards it is something the Council could consider in relation to Fareham Borough Council public car parks.</p> <p>Councillor Trott suggested that, in addition to being advertised on the Council's website, the consultation also be advertised on the Council's public notice boards throughout the Borough. The Director of Planning and Development advised the Panel that this could be arranged, and that additionally a press release will be issued regarding the consultation.</p> <p>Several members raised questions regarding the parking standards set out in Part B – Table 2 of the draft SPD for several of the listed use classes. The Director of Planning and Development proposed that Tables 1 and Tables 2 of the draft SPD be integrated in order to provide greater clarity of the proposed parking standards, enabling the document to be easier to</p>

	<p>understand and use; this was supported by the Panel.</p> <p>RESOLVED that the panel approves the content of Appendix A to the report “Non-Residential Parking Standards Supplementary Planning Document (SPD) (Draft for Consultation)”, subject to the amendments above in order to issue for consultation.</p>
Outcome	Notices regarding the consultation were displayed on the 42 notice boards around the Borough during the consultation period 15/6/15 and 3/8/15. The Fareham Borough Non-Residential Parking Standards for Adoption is going to the Executive on 7 September for approval.
Link Officer	Robert Burton
Subject	<u>Review of Work Programme 2015/16</u>
Type of Item	Programming
Action by Panel	<p>The Panel considered a report by the Director of Planning and Development which reviewed the work programme for 2015/16.</p> <p>Councillor Trott enquired if an item could be included onto the agenda for a review of the Residential Parking Standards (Supplementary Planning Document) as these have not reviewed since 2009, and was concerned that not all of the standards are now appropriate for the developments taking place throughout the Borough. In particular, a concern was raised as to the accommodation of visitor parking off-street at evenings and weekends.</p> <p>The Director of Planning and Development stated that whilst it has been several years since they were adopted no wider concerns had been expressed in relation to the appropriateness of the current Residential Parking Standards. The Panel was advised that the forthcoming Fareham Borough Design Guide (excluding Welborne) SPD will address issues such as parking layouts and arrangements in new residential schemes, and that the forthcoming presentation of this document to the next meeting of the Panel will therefore provide the opportunity for Members to consider these matters further.</p> <p>Councillor Trott also enquired as to whether the current Residential Parking Standards also apply to the Welborne development. The Director of Planning and Development confirmed that the current parking standards would also apply to Welborne, in accordance with the emerging Welborne Plan. However, the Panel was also advised that the emerging Welborne Design SPD will also address issues such as parking layouts and arrangements within the new community.</p> <p>It was AGREED that the Panel:-</p>

	(a) notes the proposed work programme for 2015/16; (b) reviewed the outcomes from matters considered at the last Panel meeting on 5 March 2015; and (c) notes the Planning and Development Executive Work Programme for 2015/16.
Outcome	Report Noted
Link Officer	Richard Jolley

APPENDIX C

Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Key Decision?	Referred to Council?	Referred to Exec.?
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Non-Residential Parking Standards: Draft for Consultation	Report	19/05/15	May	No		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Welborne Financial Update	Report	13/07/15	July	No		
Planning & Development	Individual Decision	N/A		Attendance at Town and Country Planning Association Annual Conference 2015 and Report Launch: New Towns – Past, Present and Future	Report	30/07/15	July	No	No	No
Planning & Development	Individual Decision	Planning and Development	Planning & Development	Portchester Castle to Paulsgrove Coastal Defence Scheme – Outline Design: Award of Contract	Report	17/08/15	August	No	No	No
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Non-Residential Parking Standards: for Adoption	Report	07/09/15	September	Yes		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) – Draft for Consultation	Report	14/09/15	September	No		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Parking Strategy Service & Strategy Action Plan	Report	14/09/15	September	No		

APPENDIX C

Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Key Decision?	Referred to Council?	Referred to Exec.?
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Welborne Design Guidance Supplementary Planning Document – for Adoption	Report	12/10/15	October	Yes		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Planning Strategy service including 2014/15 Local Plan Annual Monitoring Report	Report	03/11/15	November	No		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) for Adoption	Report	07/12/15	December	Yes		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Tree Service & Strategy Action Plan	Report	12/01/16	January	No		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Environmental Sustainability Strategy and Action Plan	Report	01/03/16	March	No		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	CIL Review – Draft Charging Schedule	Report	TBC	TBC			
Planning & Development	Individual Decision	Planning and Development	Development Management	Welborne consultancy advice: Viability/Planning application – Award of Contract	Report	TBC	TBC			
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	CIL Review – Draft Charging Schedule	Report	Under Review				

APPENDIX C

Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Key Decision?	Referred to Council?	Referred to Exec.?
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Welborne Planning Obligations and Affordable Housing Supplementary Planning Document – for Adoption	Report	Under Review				

