

**FAREHAM**  
BOROUGH COUNCIL

**Fareham Borough Design  
Guidance (excluding  
Welborne)**  
Supplementary Planning Document  
**Post Consultation Statement**

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November 2015

## **Introduction**

- I This statement summarises and addresses the main issues raised during the public consultation on the Fareham Borough Design Guidance Supplementary Planning Document (SPD) (excluding Welborne). The document was published for 4 weeks of public consultation from Monday 21 September until 5pm Monday 19 October 2015.
- II This consultation statement has been prepared in accordance with Regulation 12(a) of the Town and Country Planning (Local Planning) (England) Regulations 2012.

### **1 Name of the Supplementary Planning Document**

- 1.1 Fareham Borough Design Guidance (excluding Welborne)

### **2 Persons consulted**

- 2.1 Fareham Borough Council consulted persons and organisations on the Local Development Scheme Database who previously expressed a wish to be notified of Local Development Document Consultations. In addition, residents and planning professionals who submitted planning applications in the 12 months previous to the consultation period were also contacted. A local development forum workshop was convened on the 13<sup>th</sup> of October at the Council offices to which local agents were invited. A total of 1249 people and organisations were consulted, of these, 98 persons responded and 5 agents responded.
- 2.2 A summary of the consultation responses and results of the workshop along with the Council's response to them are set out in Appendix 1 and Appendix 2.

### **3 Availability of consultation documents**

- 3.1 The documents were available at the following places:

- Online: [www.fareham.gov.uk/planning](http://www.fareham.gov.uk/planning)
- *Fareham Borough Council Civic Offices (Planning Reception)*  
Civic Way, Fareham, Hampshire, PO16 7AZ.
- *Fareham Library*  
Osborne Road, Fareham, PO16 7EN;
- Lockwood Library  
Lockwood Centre, Locks Heath District Centre, Southampton, SO31, 6DX
- Portchester Library  
West Street, Portchester, Hampshire, PO16 9TX
- Stubbington Library  
Stubbington Lane, Stubbington, Fareham, PO14 2PP

## Appendix 1: Summary of Consultation responses

### Design Guidance Survey Analysis of comments made by residents of the Borough

Fareham Borough Council asked local residents, members of the E-panel and those who applied for planning permission in the past 12 months for general comments on the section of the draft SPD dealing with 'Improving and extending your home', and in addition, the following specific questions;

1. Would you feel confident in extending your home after reading the guidance document?
2. If not, why do you not feel confident enough to extend your home?
3. What further information would you require?

#### **Would you feel confident in extending your home after reading the guidance document?**

The majority 84 of respondents do feel confident in extending their home after reading the design guidance document, while 9 respondents did not.

#### **Why people don't feel confident?**

Issue raised	Council's response
Confusion over right of light, exact sizes, whether planning consent is still required, on which aspects require planning and which do not.	The right to light is a term commonly used which refers to a non-planning matter. However a proposal's effect on the light to neighbouring properties is a material consideration in the determination of a planning application.
	The aim of the Design Guidance is to provide a framework of guidance that is not overly prescriptive. As such, where possible, the Council has refrained from stipulating exact standards so as to allow a degree of flexibility in design solutions and varying local circumstances.
	To determine whether proposed works require planning permission or not, customers are welcome to talk to the Council's Duty Planning Officer. Additional information on the Duty Planning Officer service has been added to the Introduction section of the document. This service is provided 8:45am – 5:15pm Monday to Friday free of charge.
	Customers will also be sign posted to the Planning Portal website which will provide up-to-date

	information on permitted development rights.
No information on providing drainage.	Foul water drainage is normally a matter addressed under the Building Regulations. Advice on surface water drainage from hardstandings is contained within the document.
Some of the guidance isn't appropriate.	Without specific references to particular guidance the Council is unable to comment. Notwithstanding this, the guidance has been prepared in line with national guidance and policy and is deemed to be appropriate.
More details on helpline and architects needed.	<p>Customers are welcome to talk to the Council's Duty Planning Officer. Additional information on the Duty Planning Officer service has been added to the Introduction section of the document. This service is provided 8:45am – 5:15pm Monday to Friday free of charge.</p> <p>Whilst the Council is unable to recommend individual agents or architects, the Duty Planning Officer is able help customers find suitable agents or architects for the project they propose.</p>
It helps but is not as clear as planning portal picture guidance	<p>The design guidance document addresses issues specific to the Borough and goes one step further to provide clear guidance on what constitutes 'high quality design'.</p> <p>Customers will be sign posted to other relevant guidance through the website and by Duty Planning Officers.</p>
Find the white on light blue writing hard to read.	Noted. Adjustments have been made to the document to address this issue.
Neighbours' outlook & light can be affected just as much by a single storey extension with a high roof as a two storey extension. Neighbours get little sympathy from the planners and their protests are ignored and distorted	The Guidance within this SPD is consistent with the approach exercised by Fareham Borough Council for many years. Different guidance exists for single storey and two storey extensions. In the opinion of Officers, two storey extensions can have a greater impact upon neighbours than single storey extensions. There will still need to be a case by case assessment on every individual planning application.

## Any further information required?

The most common comment was to clarify what needs planning permission and what does not.

Further information was also requested on:

Information required	Council's response
Examples of acceptable driveway extensions, dropped kerbs and drainage options	<p>Provided they are made of porous material, or they direct surface water drainage to areas of the garden or a drainage system, planning permission is not likely to be needed for driveways or parking spaces.</p> <p>Dropped kerbs onto unclassified roads normally do not need planning permission. Customers are advised to contact the Duty Planning Officer Service for further advice. Permission will be needed from Hampshire County Council to carry out works to the footpath/ highway.</p> <p>Customers will be sign posted to the Planning Portal.</p>
Parking spaces required per household for new developments	Parking Standards are covered by the Residential Car and Cycle Parking Standards SPD which is provided through the Council's website.
Guidance on tree species to avoid problems of trees maturing to obscure vision, daylight and sight lines for vehicles. Guidance on species of hedges as they can on maturing over sail footpaths causing obstruction.	Issue acknowledged and further notes included within the Guidance.
Information about foundations; building regulation requirements and legal issues of non-compliance.	These are matters that are covered by Building Regulations and are not Planning matters.
Good practice of discussing plans with neighbours	As a Council we advise applicants to discuss their proposals with neighbours. Additional wording has been added to the introduction to reflect the comment.

<p>Does timber decking come under planning rules?</p>	<p>The Guidance does not include advice on what does and doesn't need planning permission as this can change frequently.</p> <p>The Duty Planning Officer Service will be able to answer such questions and the online guidance at the Planning Portal is signposted from this SPD.</p>
<p>Guidance on materials, texture and colour etc., internal noise insulation, safe emergency exits, environmental additions e.g. water butts, solar panels, bike storage etc.</p>	<p>Issues such as internal noise insulation and emergency exits are covered by the Building Regulations. For information on solar panels and water butts, customers will be sign posted to the Planning Portal on the Council's Website.</p> <p>With regard to materials, texture and colour, proposals to extend or improve residential properties should normally be carried out using matching materials where possible. For listed buildings and buildings within Conservation Areas great care will be needed to ensure appropriate materials are used.</p>
<p>How long will it take to get a decision on a planning application?</p>	<p>The Government requires planning decisions to be taken within 8 weeks of an application being submitted. Fareham Borough Council will aim to issue decisions as soon as it is possible to do so and often in less than 8 weeks.</p>
<p>Why does this guidance exclude Welborne?</p>	<p>Design Guidance for Welborne is subject to a separate design guidance document.</p>
<p>Effect of on street parking on traffic flow and pedestrians</p>	<p>This will need to be carefully considered to ensure that there is no harm to highway safety and operation.</p>
<p>Determined by positive elements within the street" - What is a positive element??</p>	<p>This will need to be assessed on a case by case, street by street basis. It will be necessary to look at sections of a street, or sometimes the street as a whole, and determine which characteristics represent high quality design and in turn positively contribute to the street.</p>

## Design Guidance Survey Analysis of comments made by Local Agents

Overall there were 5 responses received from people contacted on the LDF database. There is a strong focus on parking from all three.

<b>Issue raised</b>	<b>Council's response</b>
Concerns over 'on-plot parking' being unacceptable in all circumstances (page 13). This is considered too restrictive and not reflective of NPPF policy para 58 and market demand.	The guidance advises that proposals "should avoid" using the entire frontage of a property for parking. It does not preclude a particular type of parking nor is it overly prescriptive. In this vein the Council considers the guidance to be in conformity with para 58 of the NPPF.
Needs to show a balanced view of the type of parking.	The guidance provides an overview of different types of parking arrangements and where relevant highlights the advantages and disadvantages of particular arrangements.
Perhaps would be better to give advice on styles of parking instead of insinuating preferences.	The guidance relates particular types of parking to the relevant contexts where it would be most appropriate. There is no stipulation or restriction on particular types of parking. It is for an applicant to agree, in discussion with the Council on what arrangement best suits the proposals.
It is not accepted that side extensions look better if the ridge is below the original roofline and that a two-storey extension is set back from the front wall of the house.	Noted. Text adjusted to reflect comments.
A three-metre outlook (50% of the 6-metre distance) towards a single-storey dwelling (50% of a two-storey house) would be acceptable – the requirement for a four-metre outlook distance is unnecessary and would be unreasonable	Historically, Fareham Borough Council has sought a minimum distance of 4 metres. Officers do not believe there are good reasons to reduce the light and outlook standard at this time.
Use of vague terms like "adequately sized", "average home" and "large family homes".	Noted. With the exception of "large family homes" the wording has been changed to reflect the comments received.

<p>With regard to 'Character', the requirement for 'The new dwelling should be in proportion to the plot' does not provide a definitive basis for decisions.</p>	<p>The wording as it stands reflects the need to assess character on a case by case basis.</p>
<p>Internal space. If reliance is to be placed on 'National Guidance', the reference should be precise, not generalised.</p>	<p>Noted. Text amended to reflect comment. Additional text added to the Introduction clarifying the source of the standards.</p>
<p>The requirement that 'New flats should have access to adequately sized and good quality outdoor space' is vague and does not provide a sound basis for decisions. Many flat-dwellers have no call for an external amenity area and the financial/practical responsibility for its maintenance is frequently an encumbrance.</p>	<p>Historically, Fareham Borough Council has sought provision of gardens, often communal, to serve individual flats. This SPD seeks the provision of gardens wherever possible and suggests acceptable alternatives in situations where gardens cannot be achieved. Officers do not believe there are good reasons to remove the requirement to provide garden areas to serve new flatted development.</p>



## Appendix 2: Analysis of Local Development Forum Workshop

A Local Development Forum Workshop was convened on the 13<sup>th</sup> of October 2015. A summary of the comments and issues raised are set out below.

Issue raised	Council's response
What space is required between properties when proposing a 2 storey side extension? This is unclear.	The distance sought in such circumstances is set out in the Guidance, and ranges from 4- 6 metres. The Guidance sets out the circumstances in which a distance of less than 6 metres might be acceptable.
Could the document also sign-post to the interactive site on the planning portal?	Where relevant links will be provided through the Council's website to additional resources.
Has FBC looked at other authorities design SPDs? Some seem to be more detailed (ref Eastleigh)	Fareham Borough Council have looked at other Design Guides but the intention for this document was to keep it simple so as to be accessible and understandable to a broad range of users and members of the community.
	Whilst the Council wishes to provide guidance on what makes high quality design, it does not wish to be too prescriptive. The document has been designed to very visual rather than dominated by text to get messages on design across.
	There is also a need to strike the balance between aspirations and deliverable design.
In the introduction, planners should be added to the paragraph beginning "It has been prepared with the needs of residents, architects and developers in mind".	Noted. Additional text added to the Introduction section to reflect the comment.
Page 5 – Insert "blank" to read in the rear of neighbouring houses and the <b>back</b> wall of a proposed extension	Noted. Additional text added to the section.

Page 7 – Other Councils give guidance that first floor windows should be at least 10 metres from boundaries; the guide says at least 11 metres.	Historically, Fareham Borough Council has sought a minimum distance of 11 metres between first floor clear glazed windows and party boundaries. Officers do not believe there are good reasons to reduce this privacy standard at this time.
Page 8 - Private gardens should be adequately sized is too subjective, other authorities are more specific. (ref Arun & Eastleigh).	Noted. Additional text added to the sections referring to dwellings to reflect the comment.
Page 9 – “Flat Building” should be amended to Flatted buildings	Noted. Text amended to reflect the comment.
Page 14 – Rear Court car parking – could reference be made to natural surveillance and add reference to trees included to prevent areas becoming playgrounds.	Noted. In text reference to natural surveillance added.
Page 18 – No reference has been made to hanging signs,	In-text reference added.
Do recessed doorways invite rough sleepers?	This has not proved a problem within the Town Centre and other centres within the Borough and no amendment to this aspect is recommended.
The document is a problem to email due to the size, could this be addressed?	Noted. A reduced size pdf will be made available on the website.
Will the document be free to collect from FBC offices?	Whilst it is designed to be viewed online or printed off at the user’s home/offices, Fareham Borough Council will print of sections of the document when requests are received from callers to the office.