

**Supplementary Planning Document**

**Advertisements**

**Adopted May 2019**





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## Supplementary Planning Document: Advertisements

### 1. About this guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** This advice note offers guidance to anyone seeking to display an outdoor advertisement, including signs, notices, hoardings and flags.

### 3. Policy

- 3.1** This guidance supplements Local Plan Policy D1 High Quality Design and Place Making which states as follows:

#### Policy D1 High Quality Design and Place Making

##### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;

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- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;
- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;
- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;
- Provide clear and obvious connections to the surrounding street and pedestrian network;
- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm

In terms of place-making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

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In terms of place-making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

### 4. The purpose of advertisement control

**4.1** The aim of the system is to regulate advertisements in the interests of 'amenity' and 'public safety'. The main issues in determining an application will, therefore, usually be:

- The impact of the advertisement on the appearance of the site or building upon which it is displayed and upon the visual character of the area.
- The impact of the proposal upon the safety of pedestrians and vehicles.

**4.2** The system is not intended to control the content of an advertisement.

### 5. Does my advertisement require consent?

**5.1** Some advertisements can be displayed without the consent of the Council. However the regulations relating to the display of advertisements are complex and you are therefore advised to contact Development Management on 01226 772595 to discuss whether the advertisement you wish to display requires consent.

**5.2** Generally, consent will be required to display an illuminated sign, poster hoarding or advance warning or directional sign. Many other signs will also need consent.

**5.3** It is illegal to display an advertisement without consent or without the permission of the site owner.

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### 6. Is the Council likely to grant consent?

**6.1** Signs on shops, businesses and commercial premises should be limited to that which is necessary to identify the premises. Advertisements should, therefore, have regard for the design, scale and proportions of the building or site on which they are displayed. The over provision or poor design of signs can give rise to a cluttered and aggressively commercial appearance which will can have a damaging impact upon the visual character of an area.

**6.2** The Council is, therefore, unlikely to grant consent for:

- Advance warning or directional signs.
- Advertising hoardings, including poster panels and banner signs.
- Signs on shops above fascia level.
- Signs on business premises above 1st floor level.
- Signs which appear out of scale or character with the building locality or surrounding signage.

### 7. Signs on shop fronts

**7.1** Well designed signs can project an image of quality, confidence and permanence; whereas too many or oversized signs can give a cluttered and unattractive appearance which does not relate to either the building or the surrounding area.

**7.2** The Council is likely to approve signs which are:

- In character with the scale of the building;
- Located at fascia level;
- Respectful of the architectural features of the building, including first floor windows and shop front details;
- Fascia box signs which do not protrude more than 100mm;
- Designed using a style of lettering appropriate to the character of the building;

**7.3** The best option for signs is often to use individual letters restricted to the shop name. Clear well spaced letters are as easy to read as larger oversized letters. If additional signage is required then this is best applied to the window. For the safety of pedestrians and vehicles the bottom of any protruding sign should be at least 2.3m above the pavement and should not overhang the carriageway. A separate SPD on Shopfront Design has been produced and provides additional information.

### 8. Illumination

**8.1** Excessive illumination causes light pollution and is therefore wasteful of energy. Well directed lighting can, however, aid personal safety within an area and enhance its attractiveness. The form which this illumination takes should also be considered at an early stage. For example, a suitably designed fascia box in a solid material which allows internal illumination to show through cut out lettering can be a very effective solution, whilst internally illuminated box mounted signs in an opaque material is an unsightly option and will be discouraged.

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- 8.2** External lights can also be an acceptable solution, either by means of trough lighting or carefully designed and located spot lighting.
- 8.3** Where the Council considers that the principle of illumination is acceptable, the light source should be designed so that it is not directly visible to drivers on adjacent roads or likely to cause nuisance to nearby residential properties. The level of illumination should be kept to a minimum.

### **9. Conservation areas and listed buildings**

- 9.1** Special consideration should be given to the location and design of signage or advertisements when they affect heritage assets or their setting. These assets include listed or historically important buildings, conservation areas, registered parks and gardens and scheduled ancient monuments. Signage design that is proportionate in size, of a sympathetic design, respectful of architectural detail, and located in a way that respects what is significant about the heritage asset are likely to be approved. Lighting of signage on historic buildings or in historic areas will require particular care and may not always be appropriate.

### **10. Signs which project over the adopted highway**

- 10.1** The consent of the highway authority is required for any signs that project over the adopted highway. This consent is separate from any need for advertisement consent. Failure to gain consent of the highway authority or to comply with any terms or conditions is an offence.



**Supplementary Planning Document**

**Affordable Housing**

**Adopted May 2019**





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## Supplementary Planning Document: Affordable Housing

### 1. About this guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** This Supplementary Planning Document offers guidance on planning contributions for affordable housing.

#### Local Needs

- 2.2** Some people cannot afford to buy or rent houses that are generally available on the open market. The Council aims to provide homes for everyone in the borough, no matter what their income and the cost of buying or renting a house.
- 2.3** The main source of information on local housing needs is taken from the 2014 Strategic Housing Market Assessment (SHMA) and 2017 SHMA Addendum.
- 2.4** The 2017 SHMA Addendum identified an annual net shortfall of 292 affordable dwellings assuming the backlog is cleared over a ten year period.
- 2.5** The Local Plan seeks to achieve at least 21,546 net additional homes during the plan period 2014-2033. This equates to 1,134 net additional homes per annum. The Local Plan housing growth target seeks to meet the need for market and affordable housing in full, including the backlog from previous years.
- 2.6** The Council's housing waiting list for the whole borough, as of November 2018, is 7,066.<sup>1</sup>

<sup>1</sup> This may include an element of double counting as customers can choose to be on the waiting list for more than one housing management area.

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### The National Planning Policy Framework (NPPF)

- 2.7** In accordance with the NPPF (paragraph 62), where a need for affordable housing is identified, planning policies should specify the type of affordable housing required and expect it to be met on-site unless:
- Off-site provision or an appropriate financial contribution in lieu can be robustly justified; and
  - The agreed approach contributes to the objective of creating mixed and balanced communities.
- 2.8** Where major development<sup>2</sup> involving the provision of housing is proposed, planning policies and decisions should expect at least 10% of the homes to be available for affordable home ownership, unless this would exceed the level of affordable housing required in the area, or significantly prejudice the ability to meet the identified affordable housing needs of specific groups.

### Defining Affordable Housing

- 2.9** The National Planning Policy Framework (NPPF) defines affordable housing as:

*'Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers)'*

- 2.10** Affordable Housing must comply with one or more of the following definitions:

**Affordable housing for rent** – meets all of the following conditions:

- The rent is set in accordance with the Government's rent policy for Social Rent or Affordable Rent, or is at least 20% below local market rents (including service charges);
- The landlord is a registered provider, except where it is included as part of a Build to Rent scheme;
- It includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision.

For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision otherwise known as 'Affordable Private Rent'.

**Starter homes**<sup>3</sup> – are expected to be well designed and suitable to purchase for qualifying first time buyers that are at least 23 years old but have not yet reached 40 years old.

The new dwelling should be sold at a discount of at least 20% of the market value up to the price cap of £250,000.

<sup>2</sup> For housing where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more

<sup>3</sup> as per the definition and restrictions set out in the Housing and Planning Act

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**Discounted market sales housing** – are dwellings sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.

**Other affordable routes to home ownership** – is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes:

- Shared ownership
- Relevant equity loans
- Other low cost homes for sale (at a price that is 20% below local market value)
- Rent to buy (which includes a period of intermediate rent)

Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision, or refunded to Government or the relevant authority specified in the funding agreement.

### 3. Policy

- 3.1** This guidance supplements Local Plan policy H8 Affordable Housing which states as follows:

#### Policy H7 Affordable Housing

Housing developments of 15 or more dwellings will be expected to provide affordable housing.

30% affordable housing will be expected in Penistone and Dodworth and Rural West, 20% in Darton and Barugh; 10% in Bolton, Goldthorpe, Thurnscoe, Hoyland, Wombwell, Darfield, North Barnsley and Royston, South Barnsley and Worsbrough and Rural East

These percentages will be sought unless it can be demonstrated through a viability assessment that the required figure would render the scheme unviable.

The developer must show that arrangements have been put in place to keep the new homes affordable.

Limited affordable housing to meet community needs may be allowed on the edge of villages.

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### 3.2 Supporting text paragraph 9.29 states:

*"We recognise the importance of providing affordable homes in rural settlements that are constrained by or washed over by Green Belt. Policy H7 makes provision for rural exception sites to be considered. These may in some instances be on the edge of the settlement. Sites on the edge of settlements will need to provide acceptable mitigation of their impact on the countryside or they will not be considered to be acceptable locations for residential development. We will require a planning obligation to make sure the homes remain affordable. If provision of some market housing is necessary to make the affordable housing viable, this would be considered and would be subject to an open book viability appraisal. "*

When negotiating the level of affordable housing provision on site, the Council will take account of the most recent evidence, such as the SHMA and any subsequent updates or other relevant and recent information.

Where a site is to be split and delivered in phases, the affordable housing contribution will be calculated for the whole site.

## 4. Self-Build and Custom-Build Housing

- 4.1** In line with the NPPF, we encourage the delivery of self-build and custom-build developments in Barnsley. In general most of these projects are suited to smaller development sites. For self-build and custom-build developments of 15 or more properties anywhere in the Borough 10% of the houses must be available for affordable home ownership and this will be secured via Section 106 planning obligations.
- 4.2** In order to avoid the full affordable housing contributions set out in Policy H7, the Council will need to be satisfied that the self-build and/or custom-build development model is genuinely and demonstrably 'not for profit' and this will require developers to fully engage in transparent open book accounting with the Council during the planning application process.

## 5. Affordable Housing Statements

- 5.1** For applications which meet or exceed the 15 unit threshold, the Council will expect applicants to submit an Affordable Housing Statement setting out how they propose to deal with affordable housing before an application is validated. Developers will need to submit an Affordable Housing Statement for a:
- Full planning application.
  - Material alteration that changes the number and/or type of housing.
- 5.2** Affordable Housing Statements will be expected to contain:
- The total number of residential units proposed.
  - Number, type, tenure and location of affordable homes.
  - Site plan identifying affordable plots.
  - Schedule of floor areas for affordable homes.

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- Details of any Registered Provider acting as a partner in the development.
- The timing for the construction of the affordable housing and its phasing in relation to the occupancy of the market housing.
- Evidence of existing local market rent and/or sales values.
- The arrangements to ensure that such provision is affordable for both first and future occupiers of the affordable housing or, if not possible, for the subsidy to be recycled for alternative affordable housing provision.
- Proposed transfer value (if available).

### 5.3 The National Planning Policy Framework states at paragraph 57 that:

*"Where up-to-date policies have set out the contributions expected from development, planning applications that comply with them should be assumed to be viable. It is up to the applicant to demonstrate whether particular circumstances justify the need for a viability assessment at the application stage. The weight to be given to a viability assessment is a matter for the decision maker, having regard to all the circumstances in the case, including whether the plan and the viability evidence underpinning it is up to date, and any change in site circumstances since the plan was brought into force...."* Viability was tested at Local Plan examination and therefore should not be tested again. Should a developer seek to justify affordable housing provision below the Council's requirements, the onus will be on the developer to justify what circumstances have changed and submit sufficient evidence. Any viability appraisal should be carried out in accordance with the approach set out in the latest National Planning Practice Guidance.<sup>4</sup> The Council will recover costs associated with a viability review, and this will be agreed in writing prior to commissioning a viability review.

The Planning Practice Guidance on viability identifies a developer profit range of 15% - 20%, which the Council deems reasonable.

## 6. Engagement with Registered Providers

- 6.1** Affordable housing will usually be provided on-site and transferred to a Registered Provider. If practicable, negotiations with a Registered Provider should begin well in advance of when a planning application is submitted. This will enable the Council to complete the S106 agreement promptly and determine the application within the necessary timescales. Developers should also continue to involve the Council's Housing Growth and Energy Team at an early stage and should refer to any Neighbourhood Plan that may have been prepared for the area.
- 6.2** The Council has a list of Registered Providers that usually work in the Borough and have signed up to our Registered Provider Framework and Nominations Agreement (available upon request). It should be noted that Berneslai Homes is the Council's Arm's Length Management Organisation (ALMO) and will work with developers to deliver new affordable housing. Berneslai Homes, as a Registered Provider, should be approached alongside other Registered Providers prior to submitting a planning application.

<sup>4</sup> Paragraphs 010 to 019 NPPG July 2018



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**7. Design Requirements**

- 7.1** It is important to consider affordable housing from the inception of a design concept. The requirement for affordable housing could significantly alter the design of a scheme depending on the percentage of affordable housing and the size, type and tenure required.
- 7.2** The Council expects affordable housing to be built to a high standard of design and be in-keeping with housing on the rest of the site. In the interests of delivering sustainable, inclusive and mixed communities, the affordable homes should be indistinguishable from the open market housing in terms of style, quality of specification, finish and materials. They should also be indistinguishable in their external layout, including the balance of soft and hard landscaping where front of dwelling parking is proposed. This will help ensure transfer of housing to a Registered Provider.
- 7.3** Whilst buyers of market housing may upsize when they outgrow a property, affordable housing generally has to accommodate larger households for longer periods of time. As such new affordable housing will be expected to meet the minimum internal and external floorspace requirements set out in Design of Housing SPD.
- 7.4** Government Guidance states that, in the interest of creating mixed and balanced communities, affordable housing should be provided on-site and integrated with market housing wherever possible.
- 7.5** The Council will not support the grouping of affordable units together in large numbers as this can reinforce the feelings of social exclusion and can have a negative impact on the establishment of sustainable communities. Smaller clusters of affordable housing should be dispersed throughout a housing development to aid integration rather than congregated in specific areas such as at the end of cul-de-sacs.

**8. Type and Tenure of Affordable Housing**

- 8.1** The various types of affordable housing that can be provided in accordance with the implementation of Policy H7 are identified in the NPPF definition of affordable housing. The Council will seek to negotiate the type of housing preferred which will vary from site to site according to local circumstances. This will be determined, in discussion with the applicant at pre-application and planning application stage, by consideration of a combination of information including:
- Local housing needs studies
  - Waiting list/Choice Based Lettings data
  - Availability and type of existing stock
  - Local housing market data
- 8.2** The Council's preference remains for two and three bedroom homes, and two bedroom bungalows. The Council intends to publish an updated Strategic Housing Market Assessment (SHMA) which will provide an update on housing needs.

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- 8.3** Based on our current housing needs evidence base and the NPPF's requirement to deliver 10% affordable homes for ownership (where it would not undermine the ability to address local affordable housing needs), the Council will require the following tenure split. The Council will review Table 1 following the publication of the updated SHMA.

**Table 1: Affordable Homes - Tenure Split**

Area	Local Plan Policy Requirement	Affordable Housing Tenure Split
Penistone, Dodworth and Rural West	30%	67 % affordable homes for rent
		33% affordable home ownership
Darton and Barugh	20%	50% affordable homes for rent
		50% affordable home ownership
Bolton, Goldthorpe, Thurnscoe, Hoyland, Wombwell, Darfield, North Barnsley and Royston, South Barnsley and Worsbrough and Rural East	10%	80% affordable homes for rent
		20% affordable home ownership

- 8.4** We aim to achieve the affordable housing delivery target through on-site provision across the whole of the Borough, however the mix of affordable tenures on each individual site will be agreed with the developer depending on local circumstances. Notwithstanding this position, in order to facilitate development, and to ensure that a mix of different housing types and tenures is available both in specific localities and across the borough, the Council will consider proposals for different types of properties, as well as homes for sale and affordable rented units and any emerging hybrid models where this is supported by evidence of local need or development viability.
- 8.5** The Council will also take account of future evidence and up-to-date information, therefore Table 1 may be subject to amendment.

## 9. Calculating Affordable Housing

- 9.1** Where the percentage of affordable housing sought does not give rise to an exact number of dwellings e.g. 2.5 units, the number will be rounded up to 3 units whereas 2.4 would be rounded down to 2 units.

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### 10. Indirect Delivery of Affordable Homes

**10.1** In the interest of creating mixed and balanced communities, and in line with paragraph 62 of the NPPF, the Council will expect affordable housing to be delivered on-site. Discussions regarding alternative delivery will take place in exceptional circumstances. These circumstances exist where:

- An independent viability assessment confirms delivery on-site is not viable;
- No registered provider of off-site provision or a commuted sum is willing to purchase the affordable unit(s); or
- Delivery of off-site or a commuted sum would deliver more sustainable development and/or more affordable units.

**10.2** The Council will consider the following alternatives:

- Transfer of free serviced land.
- Off-site provision.
- Commuted sum.

**10.3** The Council will not consider granting planning permission for a proposal with less than the required proportion of affordable housing without reviewing the financial viability of the proposal.

### 11. Transfer of Free Serviced Land

**11.1** An alternative option is to transfer free serviced land, equivalent to the level of contribution secured, to a Registered Provider or the Council to enable them to deliver affordable housing within the site.

**11.2** Free serviced land is defined as cleared, remediated land with all services (e.g. gas, electricity, water, sewerage, telephone, broadband, lighting etc) and infrastructure (e.g. roads to an adoptable standard, footpaths, boundary walls etc) necessary for development right up to the edge of the land. There must be no legal, physical or financial barriers to the servicing of the land by the developer constructing the affordable housing.

**11.3** For full or reserved matters applications, developers will be expected to provide details of the specific location of the serviced plots within the site in the form of a block plan. The Council will usually expect the plots to be clustered. The appropriateness of proposed locations for affordable housing will be determined in consultation with the Council as part of the planning process taking into consideration the Council's strategic priorities.

### 12. Off-site provision

**12.1** Where a developer can robustly justify that on-site provision or the transfer of land to a Registered Provider is not appropriate, or where on-site provision would not meet the Council's strategic priorities, off-site provision will be considered by the Council.

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- 12.2** Examples of robust justification, although not exclusive, include provision that will contribute to other policy objectives, for example enabling empty homes to be brought back into use or where the development location is unsuitable for affordable housing. Applicants will be required to provide evidence-based reasons to demonstrate that:
- The original housing site is in an area where there is little or no local need for affordable housing; and
  - There is an identified local need for affordable housing in the area where the alternative affordable units are proposed; or
  - There is other reasoning and justification for off-site provision.
- 12.3** Off-site provision can include improvements to, or refurbishments of, existing stock, or new provision on alternative parcels of land. Improvements to, or refurbishments of, existing or acquired stock must be to a level which meets the Barnsley Homes Standard and must provide the same number of units or units to the value of those which would have been provided on the original site.

## 13. Commuted Sum

- 13.1** Where the applicant can robustly justify that on-site provision is not appropriate or where this would not meet the Council's strategic priorities, the affordable housing contribution can take the form of a commuted sum. This will be equivalent to the cost of on-site provision.
- 13.2** A mix of the above (part on-site provision, part off-site provision and part commuted sum), will be considered by the Council where this can be robustly justified by the developer and is in line with the Council's strategic priorities. For example on larger sites or where the development of specialist homes are proposed to be included in the affordable housing requirement for the site and/or where there is a need to use commuted sums to bring back long-term empty properties into use for affordable housing in the borough. However, this must still meet the overall affordable housing contribution level required by this policy.
- 13.3** Commuted sums will be secured via a Section 106 agreement.
- 13.4** A formula will be applied to agree a commuted sum based on the Open Market Value ("OMV") of dwellings less the Transfer Values and agreed developer profit. Transfer Values are:
- 74% of OMV for Affordable Home Ownership Properties
  - 50% of OMV for Affordable Homes for Rent

**Open Market Value – Transfer Values - the agreed developer profit = commuted sum**

Commuted sums will be used to deliver affordable housing activity within the wider borough and improve or make more effective of the existing housing stock for affordable housing purposes.

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- 13.5** Any sums received from receipts from the sale of affordable homes or the repayment of equity loans will be used for the alternative future provision of affordable housing in the Borough.

### 14. Transfer Values

- 14.1** Data collected from Land Registry transactions from 2017 and 2018 indicate that affordable properties were transferred at 51% of Open Market Value (OMV).
- 14.2** The indicative transfer values below are a starting point for negotiations and are included to provide clarity to developers on the amount they may expect to receive from a Registered Provider:

**Table 2: Transfer Values<sup>5</sup>**

<b>Tenure</b>	<b>Percentage of Open Market Value</b>
Affordable homes for rent	50%
Affordable home ownership	50%

- 14.3** Changes in rent setting and other national affordable housing policies may impact on the ability of some Registered Providers to achieve transfer values similar to these percentages and on their overall capacity to acquire S106 properties.
- 14.4** The indicative transfer values will be used to calculate the commuted sum should it not be possible to reach an agreement with a Registered Provider.
- 14.5** These values will be updated periodically through the Local Plan Annual Monitoring Report to ensure they remain relevant and responsive to the current policy climate and market conditions.

### 15. Section 106 Agreements

- 15.1** Where affordable housing will be delivered off-site or as a commuted sum, the Council prefers to use S106 agreements to secure this provision. The Council aims to expedite negotiations on S106 agreements in a timely manner to avoid unnecessary delay in the planning process.

<sup>5</sup> To be agreed with developer based on the most recent quarter's verifiable publicly available data e.g. Land Registry price paid data for postcode sector.

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S106 agreements and unilateral undertakings should cover the following:

- How completed dwellings or land are to be transferred to an approved development partner, including costs and phasing of handover;
- How the occupancy of the affordable housing is to be preserved for people in housing need;
- The number, size and tenure of affordable housing or the area of land to be made available; or the level of financial contribution if it is to be provided off-site (commuted sum);
- A restriction requiring that no more than a specific proportion of the site will be sold or occupied before the affordable housing has been contractually secured;
- Where applicable, the means of restricting 'stair casing' to full ownership on grant-funded low-cost home ownership properties;
- How dwellings, completed as affordable units, are retained as such to benefit future occupants;
- The level and timing of payment of any commuted sum.

### 16. Vacant Building Credit

The Council supports the re-use of brownfield land, and where vacant buildings are being re-used or redeveloped, the Council will allow a proportionate reduction in the affordable housing contribution in line with Paragraph 63 of the NPPF.<sup>6</sup> This does not apply to vacant buildings which have been abandoned as set out in footnote 28 associated with paragraph 63 of the NPPF.

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<sup>6</sup> Proportionate amount equivalent to the existing gross floorspace of the existing buildings. This does not apply to vacant buildings which have been abandoned.

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**Appendix 1. Affordable Housing Statement Examples**

Below are some worked examples of the on-site affordable housing ask for each policy area (30%, 20% and 10%).

<b>Example 1</b>	
Site Location	Penistone
Planning Application	32 dwellings
Local Planning Policy Requirement	30%
Number of affordable units on site	10
Affordable rent (20%)	7
Affordable home ownership (10%)	3

<b>Example 2</b>	
Site Location	Darton
Planning Application	100 dwellings
Local Planning Policy Requirement	20%
Number of affordable units on site	20
Affordable rent (10%)	10
Affordable home ownership (10%)	10

<b>Example 3</b>	
Site Location	Royston
Planning Application	58 dwellings
Local Planning Policy Requirement	10%
Number of affordable units on site	6
Affordable rent (8%)	5
Affordable home ownership (2%)	1



**Supplementary Planning Document**

**Barn Conversions**

**Adopted May 2019**







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## Supplementary Planning Document: Barn Conversions

### 1. Introduction

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.
- 1.3** This note offers design guidance to anyone seeking to convert a farm building to residential or other use. By their nature they are normally located in rural areas and within the Green Belt.

### 2. Policy

- 2.1** This document supplements the following Local Plan policies :

#### Policy GB3 Changes of use in the Green Belt

We will allow the change of use or conversion of buildings in the Green Belt provided that:

- The existing building is of a form, scale and design that is in keeping with its surroundings;
- The existing building is of a permanent and substantial construction and a structural survey demonstrates that the building does not need major or complete reconstruction for the proposed new use;
- The proposed new use is in keeping with the local character and the appearance of the building; and
- The loss of any building from agricultural use will not give rise to the need for a replacement agricultural building, except in cases where the existing building is no longer capable of agricultural use.

All such development will be expected to:

- Be of a high standard of design and respect the character of the existing building and its surroundings, in its footprint, scale and massing, elevation design and materials;

## Supplementary Planning Document: Barn Conversions

- Have no adverse effect on the amenity of local residents, the visual amenity of the area, or highway safety; and
- Preserve the openness of the Green Belt

In addition to the above, when a residential use is proposed, we will allow the change of use provided that:

- There are not strong economic reasons why such development would be inappropriate; and
- Residential use would be a more appropriate way of maintaining and improving the character and appearance of the building than any other use.

We will not generally allow the change of use of Green Belt land to extend residential curtilages for use as gardens.

### Policy D1 High Quality Design and Place Making

#### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;
- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;
- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;
- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;
- Provide clear and obvious connections to the surrounding street and pedestrian

## Supplementary Planning Document: Barn Conversions

network;

- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm.

In terms of place making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

### Policy HE3 Developments affecting Historic Buildings

Proposals involving additions or alterations to listed building or buildings of evident historic significance such as locally listed buildings (or their setting) should seek to conserve and where appropriate enhance that building's significance. In such circumstances proposals will be expected to:

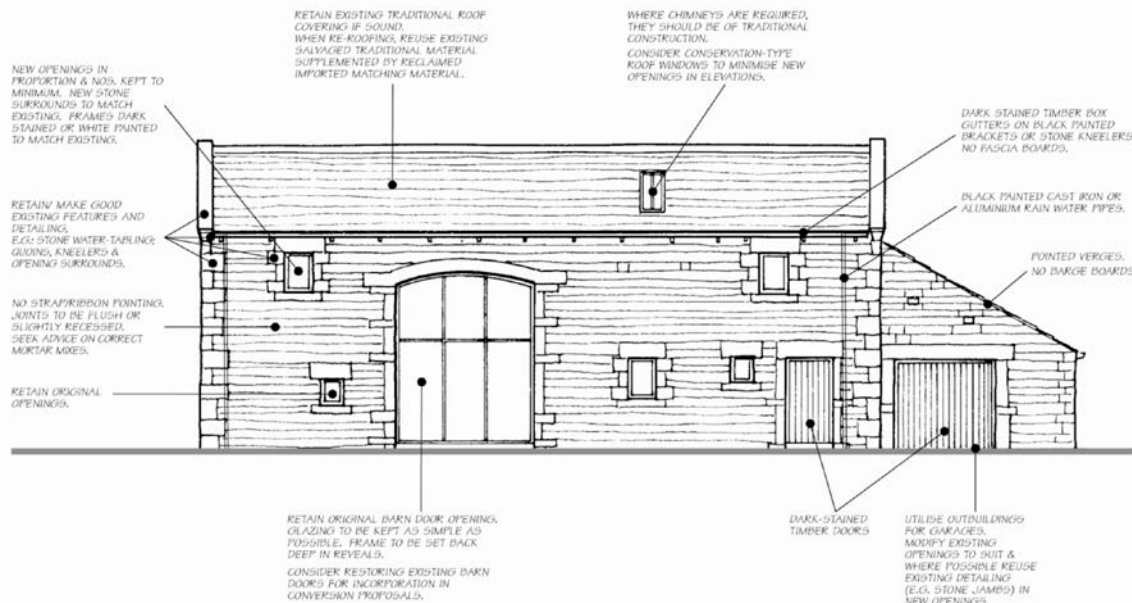
- Respect historic precedents of scale, form, massing, architectural detail and the use of appropriate materials that contribute to the special interest of a building. Capitalise on opportunities to better reveal the significance of a building where elements exist that detract from its special interest.

**2.2** Proposals to convert farm buildings will be considered against the requirements of these policies. It is advisable to contact Development Management at an early stage to discuss whether your building is likely to be suitable for conversion to the use you propose.

## Supplementary Planning Document: Barn Conversions

### 3. Design guidance

Figure 3.1



**3.1** Although individual buildings vary, traditional or historic farm buildings within the Borough tend to be characterised by external stone walls with relatively few window and door openings. Roofs tend to be simple in form, un-hipped and covered with natural stone slates or sometimes natural grey slate. It is important that conversions are designed so that the character of the building is preserved and to ensure that the impact upon the Green Belt, historic significance, and the visual amenities of the area is kept to a minimum. The illustration at figure 3.1 provides detailed design guidance.

- A structural survey will be required as part of the planning application. A thorough understanding of how the building is constructed and its present condition is essential to inform the extent and nature of repairs and its limits for alteration.
- The existing appearance of the building(s) should be retained. With any adaptation or conversion a balance must be struck between practical requirements of a new use and protection of the special character, significance, and appearance of the barn and its setting.
- Existing openings should be used and minimum of new openings would be expected. In particular, glazing and frames should be deeply recessed, or bedded directly into or behind masonry to reduce reflections and visual impact. Wherever possible, existing joinery should be repaired and retained. New doors and window frames should be timber, and doors should be vertically boarded, ledged and braced.
- The introduction of dormer windows is generally inappropriate unless evidence clearly exists of their use.

## Supplementary Planning Document: Barn Conversions

- Rooflights may be appropriate, but these should be traditional in design, of low profile, vertically emphasised, and with a single vertical divider.
- Wall and roofing materials should match the existing materials (generally coursed sandstone or stone flags/slates to the roof), and pointing should be lime mortar and recessed in the joint.
- The building should be capable of alteration with the minimum of extensions.
- Extensions (when required) should normally be located on the short or gabled elevation of the barn, typically incorporating a single pitch or 'lean to roof' avoiding deviations from a single rectangular plan.
- Where proposals include any extension on the longer elevation, clear and convincing justification for this departure must be provided. This should include robust design rationale and evidence of locally occurring historic precedents (such as side aisled barns) that show the proposal reflects and enhances the locality and the building.
- A survey of existing trees and hedgerows and proposals for their retention should be submitted where appropriate.

### 4. Permitted development rights

- 4.1** Where planning permission is granted for conversion to residential or other use, it is likely that permitted development rights for extensions, alterations and outbuildings would be removed.

### 5. Barn owls and bats

- 5.1** Farm buildings provide a valuable habitat for some species of bats and barn owls, both of which are protected under the Wildlife and Countryside Act 1981 (as amended). Barn Owls are listed in Schedule 1 of the Act and for Barn Owls it is an offence to disturb them while they are nesting, building a nest, in or near a nest that contains their young, or to disturb their dependent young. All UK bat species are also covered by the higher level of protection afforded to 'European Protected Species' under the Conservation of Species and Habitats Regulations 2017 (as amended), which not only directly protects individual bats but also any roost (whether in use or not), plus their flight lines and foraging areas in so far as it could affect their ability to reproduce. It is therefore important that you establish at an early stage whether these species are present so that you can take measures to secure their wellbeing. If the presence of these species is only established at a late stage, then costly delays can result. Bat surveys supporting planning applications or listed buildings applications will not be conditioned.
- 5.2** Over the years, the conversion of farm buildings has resulted in a loss of habitat for barn owls, and applicants should, therefore, make provision for them in conversions (unless the site is within an urban area or more than 300 metres above sea level).
- 5.3** Provision will be required in all cases where there is evidence of current or previous use of the site by barn owls or bats. Advice for developers on site surveys should come from licensed experts. With regards to provision of new bat features, sensitive lighting must also

## Supplementary Planning Document: Barn Conversions

be utilised to ensure features installed are useable for their intended function (i.e. protect entry/emergence points and foraging/commuting lines (see BCT Guidance Note, 2018)

- 5.4** For further advice on this matter contact BMBC Biodiversity Officer, Planning Policy on 01226 772606. Advice on site surveys can be obtained by viewing Natural England's standing advice which can be found using this link:  
<https://www.gov.uk/topic/environmental-management/wildlife-habitat-conservation>

## 6. Archaeology

- 6.1** Older farm buildings are often of archaeological interest. In some cases buildings will have been erected over or incorporating earlier buildings. Some farm buildings may be of sufficient age to warrant archaeological interest in their own right. When this is the case and where significant alteration is proposed, a building recording exercise may be required by a qualified specialist. This is particularly likely if the building is also listed. For further guidance please contact South Yorkshire Archaeology Service on 0114 273654.

## 7. Drainage

- 7.1** Where possible, connection should be made to a public foul sewer. If a public foul sewer is not available, groups of houses should be drained to a small Sewage Treatment Plant and single houses to a septic tank designed to BS 62 97 : 1983 (available from HMSO). In addition, Local Plan Policy CC4 indicates that all development will be expected to use sustainable drainage systems to control surface water run-off.

## 8. Flood Risk

- 8.1** Barns converted to a use more vulnerable to flood risk, including residential, are required to demonstrate through a Flood Risk Assessment (FRA) that the development is not at unacceptable flood risk. If this cannot be demonstrated the conversion is not appropriate and should not be granted planning permission.
- 8.2** Please see the Planning Practice Guidance on Flood Risk and Coastal Change: <https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications>. The PPG makes clear where Flood Risk Standing Advice (FRSA) applies and where consultation with the Environment Agency is required.
- 8.3** A flood risk activity permit may be required, under the Environmental Permitting Regulations, from the Environment Agency for any proposed works or structures in, under, over or within eight metres of a 'main river'. A permit is separate to and in addition to any planning permission granted. Further details and guidance are available on the GOV.UK website: <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>
- 8.4** Local Plan policy CC3 Flood Risk also provides further information on how the extent and impact of flooding will be reduced.



## Supplementary Planning Document: Barn Conversions

### **9. Impact upon neighbours and highway safety**

- 9.1** Your proposal should be designed so that any impact upon the amenities of neighbours is kept to a minimum and so that there is no adverse impact upon highway safety. A separate guide on Infill Residential Development is being revised which provides advice on these matters. For further advice on highway safety please contact Highways Development Control on 01226 772177.

### **10. Further information**

- 10.1** For further information please contact Development Management on 01226 772595 in the first instance.

**Supplementary Planning Document**  
**Biodiversity and Geodiversity**

**Adopted May 2019**





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## Supplementary Planning Document: Biodiversity and Geodiversity

### 1. About This Guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** This Supplementary Planning Document offers guidance to anyone seeking to develop land which may have, or is in proximity to a site that has, value for biodiversity and/or geological conservation. Paragraph 4.3 in the guidance section gives advice on how this is established.
- 2.2** Biodiversity is the variety of life on earth, from complex ecosystems, through individual species of plants, animals, fungi etc to the genetic differences within a species. Biodiversity is important for its own sake, and human survival depends upon it. The ground-breaking UK National Ecosystem Assessment (NEA) published in June 2011 provides a comprehensive account of how the natural world, including its biodiversity, provides us with services that are critical to our wellbeing and economic prosperity. The State of Nature figures 2016 states that between 1970 and 2013, 56% of species declined, with 40% showing strong or moderate declines.
- 2.3** Geodiversity is the term used to describe the variety of ancient rock, fossils, minerals, earth structures, sediments, soils and more recent landforms (depositional and erosional features) that create the foundations of physical landscapes and habitats. The recognition, management, and conservation of significant sites is important as it contributes to understanding and maintaining the natural environment, to scientific research and to teaching an understanding of the earth, as well as to leisure activities and the enhancement of green spaces. The industrial heritage of the area and building construction are closely linked to the geological resources of the area, particularly coal, clay, ironstone, sandstone and roofing flags. It is essential that geoconservation factors are taken into account in the planning process, the opportunities for educational, scientific and recreational advance are appreciated and realised and that significant features of geological interest are conserved.
- 2.4** The richness of the biodiversity of Barnsley owes its existence to the borough's varied geology giving rise to a range of landscapes – from the open moors in the west, to the

## Supplementary Planning Document: Biodiversity and Geodiversity

lowlands of the Dearne in the east – each landscape, be it moorland, woodland, grassland, wetlands, parks and gardens or neglected former industrial land, supports its own habitats and species which contribute to local distinctiveness and character. Some of these habitats are recognised as being of national and even international importance, while other areas are recognised as important at a local level. They support a countless number of wild species, many of which are noted as being rare or threatened in the UK.

- 2.5** Barnsley borough has, at the time of writing, 2 Internationally-designated statutory nature conservation sites ('Natura 2000' sites) which are to the west, in the Peak District National Park Local Planning Authority (LPA) area. The Barnsley LPA area contains the following nationally-important statutory sites: all or part of 7 Sites of Special Scientific Interest (SSSIs), 5 Local Nature Reserves (LNRs) and one Nature Improvement Area (NIA). The SSSIs list includes sites designated for their biodiversity or (separately) geodiversity value. Non-statutory Local Wildlife Sites (LWSs) and Local Geology Sites/ Regionally Important Geological and Geomorphological Sites (LGSs/ RIGS) have been designated in the borough for their local ecological or geological value respectively. Up to date lists of statutory and non-statutory sites can be found at: <https://magic.defra.gov.uk/MagicMap.aspx>; <http://www.barnsleybiodiversity.org.uk/> and <http://www.sagt.org.uk/>
- 2.6**
- 2.7** The rocks underlying Barnsley borough are Upper Carboniferous in age, and are mainly mudstones, siltstones and sandstones with coal seams, some of which are/were of major importance. There are also beds of ironstone and roofing flags. In the west of the borough, by Dunford Bridge, are the "Millstone Grit" sandstone outcrops of the Pennines. These rocks support expanses of peat and acid heathland. The more resistant sandstones form hills and edges, which run roughly northeast – southwest and influence the shape of river catchments as well as the flow of groundwaters and geochemistry of the river ecosystems.
- 2.8** Many of Barnsley's older settlements are located on the slightly higher ground of the "Coal Measures" sandstones, above the less-well drained areas underlain by mudstone. Extractive industries still provide some employment in quarrying stone and pot clay, and many of the older buildings in Barnsley include local sandstones. Some of these sites have become a significant source of raw materials, including stone for appropriate building conservation within the region, enabling a distinctive sense of place and authenticity to be maintained.

### 3. Policy

- 3.1** The NPPF lists in its sections 170, 171, and Nos. 174-177 issues of particular relevance to biodiversity and geological conservation. These are detailed in Appendix D.
- 3.2** This document supplements the following Local Plan policies:

#### Policy BIO1 Biodiversity and Geodiversity

Development will be expected to conserve and enhance the biodiversity and geological features of the borough by:

## Supplementary Planning Document: Biodiversity and Geodiversity

- Protecting and improving habitats, species, sites of ecological value and sites of geological value with particular regard to designated wildlife and geological sites of international, national and local significance, ancient woodland and species and habitats of principal importance identified via Section 41 of the Natural Environment & Rural Communities Act 2006 (for list of the species and habitats of principal importance) and in the Barnsley *Biodiversity Action Plan*;
- Maximising biodiversity and geodiversity opportunities in and around new developments;
- Conserving and enhancing the form, local character and distinctiveness of the boroughs natural assets such as the river corridors of the Don, the Dearne and Dove as natural floodplains and important strategic wildlife corridors;
- Proposals will be expected to have followed the national mitigation hierarchy (avoid, mitigate, compensate) which is used to evaluate the impacts of a development on biodiversity interest;
- Protecting ancient and veteran trees where identified;
- Encouraging provision of biodiversity enhancements.

Development which may harm a biodiversity or geological feature or habitat, including ancient woodland and aged or veteran trees found outside ancient woodland, will not be permitted unless effective mitigation and/or compensatory measures can be ensured;

Development which adversely affects a European Site will not be permitted unless there is no alternative option and imperative reasons of overriding public interest (IROPI).

### Policy GI1 Green Infrastructure

We will protect, maintain, enhance and create an integrated network of connected and multi-functional Green Infrastructure assets that:

- Provides attractive environments where people want to live, work, learn, play, visit and invest;
- Meets the environmental, social and economic needs of communities across the borough and the wider City Regions;
- Enhances the quality of life for present and future residents and visitors;
- Helps to meet the challenge of climate change;
- Enhances biodiversity and landscape character;
- Improves opportunities for recreation and tourism;
- Respects local distinctiveness and historical and cultural;



## Supplementary Planning Document: Biodiversity and Geodiversity

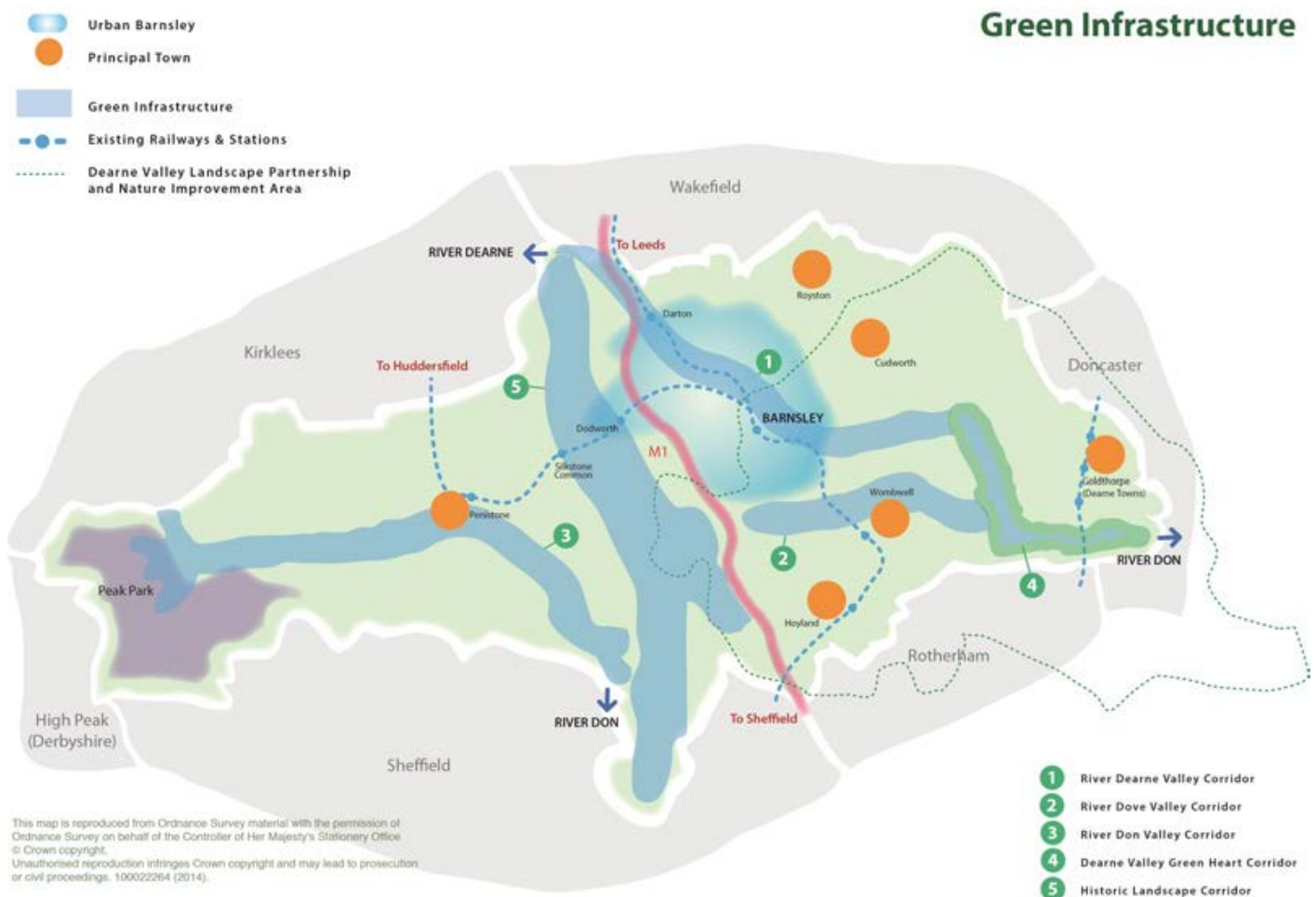
- Maximises potential economic and social benefits;
- Secures and improves linkages between green and blue spaces.

At a strategic level Barnsley's Green Infrastructure network includes the following corridors which are shown on the Green Infrastructure Diagram (see below):

- River Dearne Valley Corridor;
- River Dove Valley Corridor;
- River Don Valley Corridor;
- Dearne Valley Green Heart Corridor;
- Historic Landscape Corridor .

The network of Green Infrastructure will be secured by protecting open space, creating new open spaces as part of new development, and by using developer contributions to create and improve Green Infrastructure

We have produced a Green Infrastructure Strategy for Barnsley which is informed by the Leeds City Region and South Yorkshire Green Infrastructure Strategies.





## Supplementary Planning Document: Biodiversity and Geodiversity

### Policy GS1 Green Space

We will work with partners to improve existing green space to meet the standards in our Green Space Strategy.

Green Spaces are green open areas which are valuable for amenity, recreation, wildlife or biodiversity and include types such as village greens, local open spaces, country parks, formal gardens, cemeteries, allotments, woodlands, recreation grounds, sports pitches and parks.

Proposals that result in the loss of green space, or land that was last used as green space, will not normally be allowed unless:

- An assessment shows that there is too much of that particular type of green space in the area which it serves and its loss would not affect the existing and potential green space needs of the borough; or
- The proposal is for small scale facilities needed to support or improve the proper function of the green space; or
- An appropriate replacement green space of equivalent or improved quality, quantity and accessibility is provided which would outweigh the loss.

In order to improve the quantity, quality and value of green space provision we will require qualifying new residential developments to provide or contribute towards green space in line with the standards set out in the Green Space Strategy and in accordance with the requirements of the Infrastructure and Planning Obligations Policy. The Supplementary Planning Document 'Open Space Provision on New Housing Developments' offers guidance to developers on what will be expected in terms of open space provision in order to achieve those standards.

Where there is a requirement to provide new green space an assessment will be carried out to determine the most appropriate provision, taking into account site characteristics and constraints. In cases where it is deemed unsuitable to make provision for open space within or adjacent to a development site, suitable off-site open space facilities may be acceptable either as new facilities or improvements to those existing. Where appropriate new green space should secure access to adjacent areas of countryside.

### Nature Improvement Area

- 3.3** The Local Plan also refers to the Dearne Valley Green Heart 'Nature Improvement Area' (NIA), which includes parts of Barnsley, Doncaster and Rotherham boroughs. NIAs are large, discrete areas that will deliver a step change in nature conservation, where a local partnership has a shared vision for their natural environment. NIAs were established to help address ecological restoration as part of series of actions at a landscape-scale to improve biodiversity, ecosystems and our connections with the natural environment identified by the Natural Environment White Paper (2011) and taking forward recommendations identified in the Lawton Review *Making Space for Nature* (2010). The Dearne Valley Green Heart has been designated as an NIA and its extent within Barnsley's boundary can be seen in the map in figure 17.1 from the Local Plan (reproduced above, with a more detailed map in Appendix A).

## Supplementary Planning Document: Biodiversity and Geodiversity

- 3.4** The Dearne Valley supports nationally important assemblages of breeding birds of lowland damp grassland, lowland open water and their margins and scrub plus nationally important numbers of some individual species of breeding water birds. The Dearne Valley has the ambition to become a new type of urban area for living, working and relaxing, in which environmental quality, biodiversity and contact with nature underpin the choices people make to move to and invest in the area and create a sustainable future there. The River Dearne provides a fantastic asset to the valley and the surrounding communities, with its wetlands, washlands and marshlands providing a haven for wildlife. The valley has many publicly-accessible woodlands with networks of footpaths, cycle and bridle trails. Over recent years reclaimed colliery sites have been restored to create community green spaces and the valley is a model for large-scale environmental regeneration. Economic regeneration and prosperity are key to addressing social deprivation arising from the area's industrial past.
- 3.5** The vision of the NIA partnership is to restore and enhance the ecological network in the valley. At its core will be areas of reedbeds, fen, wet grassland, wet woodland and woodland buffered by areas of farmland, amenity grasslands, parklands and reclaimed industrial areas whose biodiversity value will be enhanced. 'Stepping stone' sites exist along the river corridor where habitat should be enhanced and specific measures put in place for species such as eels, otters and water voles. The NIA area will support an even richer diversity of wildlife, including nationally-important numbers of wintering waterbirds and breeding farmland birds.

### **Barnsley Biodiversity Action Plan**

- 3.6** The Barnsley *Biodiversity Action Plan* (BAP) is produced by Barnsley Biodiversity Trust and is reviewed periodically. The BAP lists the key species and habitats targeted for specific conservation action in the borough. The list draws from nationally-approved BAP targets but also includes certain species and habitats which the Trusts' partners feel to be locally important too. The BAP indicates conservation actions which should be taken to help protect the species and habitats and/or allow them to recover. Barnsley Council has adopted the BAP as part of the evidence-base supporting Local Plan decisions. The presence of local priority habitats and species identified in the BAP is a material consideration in planning decisions
- 3.7** Barnsley does not as yet have a Geodiversity Action Plan, but relevant guidance is available in West Yorkshire Geological Action Plan: A consultative Document, March 2008 published by the West Yorkshire Geological Trust (<http://www.wyorksgeologytrust.org/misc/Draft%20WYGAP.pdf>). A geological action plan for Rotherham is at present being written (see <http://www.sagt.org.uk>).

## **4. Guidance**

- 4.1** Any development proposal which may do harm to a biodiversity or geodiversity interest should follow the mitigation hierarchy thus: *avoid, mitigate, compensate*. If it is not possible to avoid damage to the interest and planning permission is still requested for then the developer/applicant should seek to mitigate impacts by good design which not only retains as much of the value *in situ* as possible, but also reduces impacts during the construction

## Supplementary Planning Document: Biodiversity and Geodiversity

phase and leaves behind value which is protected and maintained. On occasion, the LPA may allow compensatory works on other sites outside of the development where avoidance or mitigation are not possible/sufficient, but this should be seen as a last resort. The LPA will not support applications that would damage the ecological network and cause a net-loss in biodiversity in line with the NPPF. Whilst the Environment Agency is the lead authority regarding implementation of the Water Framework Directive and the Humber River Basin District Management Plan, the LPA must have regards to them when determining development proposals.

- 4.2** At present there is no nationally-agreed system for measuring biodiversity or geodiversity losses proposed on a site through a development and creating a comparable biodiversity element off-site (biodiversity compensation). It is likely that one will be made available in the near future. The LPA may choose to adopt such a 'metric' and apply it in cases where compensation works are the only possible solution – in which case a new policy will be produced and publicised. Until such time the LPA will continue to use its best judgement, based on precedents, as to what the appropriate compensation amount, as a monetary value, should be.
- 4.3** Biodiversity and/or geodiversity mitigation plans should be designed-in from the outset, with suitably qualified and experienced professionals being part of the design team to prevent conflicts of interest. Any landscape design plans/documents should clearly identify between ornamental plantings and 'green' features which are part of biodiversity retention/mitigation/enhancement. A maintenance plan for a minimum of 5 years should be provided – for example, if a valuable hedgerow or quarry is to be incorporated within a development, the application should state how it will be protected and managed. Planning applications will be expected to commit to not cover trees, hedgerows or other habitats with netting etc, prior to construction in order to exclude birds from nesting, etc. Mitigation and enhancement proposals are welcomed that contribute to enlarging, enhancing and connecting existing wildlife sites, creating new sites, and providing joined up and resilient ecological networks throughout the borough. This includes conserving and enhancing the form, local character and distinctiveness of the borough's natural assets such as the river corridors of the Don, the Dearne and Dove as natural floodplains and important strategic wildlife corridors.
- 4.4** Ecology or geodiversity reports submitted in support of planning applications should not only evaluate the site's importance, but also detail the mitigation, etc proposals. Relevant externally-held data sources should be contacted to provide their data as appropriate given the likely value of the features in the locality and proportionate to the development proposal. Report recommendations such as 'the applicant could install.....' are insufficient: report authors should work with applicants to offer clear measures which could be conditioned at planning decision stage. 2 key reference documents, the British Standard, BS 42020: 2013: Biodiversity: Code of Practice Planning and Development, and the CIEEM (2016) Guidelines for Ecological Impact Assessment in the UK and Ireland: Terrestrial, Freshwater and Coastal, 2nd edition, should be used by the applicant's ecologists when writing ecology reports to guide their evaluation and recommendations. Local Validation Requirements for planning applications have been adopted by the LPA which include biodiversity and geodiversity elements that state when relevant reports are required and outline what, broadly, is needed within them.

## Supplementary Planning Document: Biodiversity and Geodiversity

- 4.5** Local Plan allocations have been assessed for their biodiversity value. Some site specific policies contain biodiversity requirements. Where the ecological assessments carried out to inform the Local Plan site selection process assessed a site as having medium or high biodiversity value, and that value has been eroded through the actions of a landowner, the site will still be expected to deliver net gains in biodiversity assessed against the Local Plan ecological assessment.
- 4.6** Barnsley's history of quarrying, mining and the building of regional transport infrastructure created a variety of old and valuable geological surface exposures but many of these are now becoming lost to infilling, neglect and development in both urban and rural situations. This dwindling of exposures takes on added significance since the ending of coal mining has prevented underground study of faults and strata in three dimensions, thereby leaving surface exposures as the only source of primary evidence.
- 4.7** Some compensation for loss of the sub-surface data can be achieved by applying new technologies and techniques to surviving surface exposures, resulting in a wealth of valuable information on the geodiversity/geomorphological feature and its local and regional structure. For these reasons, geoconservation is important. Some developments can create new geoconservation/geomorphological sites and opportunities, either temporary, or possibly permanent. Where an application proposes that geoconservation/geomorphological assets will be lost or diminished, the applicant and their geoconservationists should consult the LPA and its geological advisors, Sheffield Area Geology Trust (SAGT) in drawing up proposals to mitigate the effects.
- 4.8** Prior to submission of any planning application, all relevant geodiversity datasets should be gained, particularly those held by SAGT. Geological sites should be recorded by suitably qualified and experienced geoconservationists/ geomorphologists using the best means available, including photography and sampling, before the loss of/damage to the feature occurs. Information obtained in this way, by the cooperation of the developer, will be shared freely with the local museum service and other publicly-owned stakeholders, for the benefit of the wider community with geological geomorphological interests.
- 4.9** The geoconservation and biodiversity needs at any one site are considered on a case by case basis but geoconservation aims to achieve the following goals:
- to preserve the geological/geomorphological integrity of the site;
  - to preserve its visibility and availability for scientific and educational use;
  - to ensure workable, ongoing access arrangements after completion, and;
  - to work to protect the value from any subsequent risks from the new landowners, tenants, or residents.

### Nature Improvement Area

- 4.10** Within the NIA (Nature Improvement Area) we require specific biodiversity enhancements with developments over and above the minimum mitigation/ compensation measures. Great nature-spaces provide the ideal background for investment in housing and industry.

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**4.11** The NIA Partnership has 2 main aims for development in the area:

1. The network of sites and places for nature across the NIA is restored and enhanced. This makes our important natural assets more useful for wildlife and more resilient in the future. In reality this means that the partnership will actively seek opportunities to infill and augment the nature network with new and restored wildlife sites.
2. Where development of housing and Industry is appropriate, the LPA will support developers in the creation of sustainable sites that include good examples of sustainable drainage, incorporated high quality habitats and wildlife corridors and encourage the use of sustainable transport.

**4.12** This SPD does not describe detailed design guidance on how to realise the aims of the NIA Partnership. Instead, it identifies the key issues that should be reconciled, through good practice points, whilst also drawing attention to relevant policies, documents and contact names. A combination of all these components will, through appropriate negotiations, achieve a development proposal that will accord with the aims of the NIA.

**4.13** The quality of design of new development is a critical factor in ensuring the overall success of the NIA. The design of development should reflect the specific objective(s) for each site (e.g. biodiversity, public access, wood products etc). It is important that good design is used to provide and promote accessibility to the NIA for everybody in the borough. In turn, this will help to promote the economic vitality and viability of the area.

**4.14** Minor developments will not be required to contribute to ecological improvements in the NIA. Small housing developments, up to ten units, and conversions of traditional buildings have not been covered in the specific guidance relating to the NIA but would be subject to the existing validation process and planning policy requirements of the relevant planning authority. Therefore, only development proposals of a scale that can contribute a significant, quantifiable benefit, or conversely undermine the ability, i.e. a loss of wetland areas, of the NIA to meet its aims and objectives should be subject to this SPD.

**4.15** Such quantifiable, significant benefits could include:

- New woodland;
- New wetland;
- Enhancing areas of poor environmental quality;
- Improving public access, or
- Improving the management of existing habitats;

**4.16** Development proposals considered by the LPA to be of a scale that would significantly impact on the delivery of the aims and objectives of the NIA, shall seek to enhance and improve the ecological network of the valley by incorporation of features and design



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principles that follow the conservation principles supported in the Natural Environment White Paper.

- 4.17** Within the NIA we would expect to see developments come forward where the natural environment has been taken into consideration early in the design process and connection through and around the development site with the wider habitat networks is delivered. Small commercial and retail development sites (less than 1,000 m<sup>2</sup>) and sites with limited ecological interest are expected to provide modest enhancements. Major developments<sup>1</sup>, including business parks, particularly those in close proximity to river corridors or NIA key sites, will be supported to incorporate positive full-site biodiversity measures including comprehensive sustainable drainage systems and landscape schemes. Such sites will be expected to provide connectivity throughout the site and link to sites and features outside the site. It is recommended that such schemes are included in master-planning and are agreed at an outline stage to prevent inconsistent and piece-meal delivery.
- 4.18** Where a development agreement involves a commuted sum arrangement in relation to the delivery of biodiversity (or drainage) elements the NIA partnership should be involved in discussions to agree those elements. Where possible, such arrangements should aim to support the delivery of NIA aims.
- 4.19** We would welcome applications that seek to provide improvement for the priority species listed in Appendix B.
- 4.20** Opportunities for biodiversity enhancements in developments by size of development are suggested in Appendix C.
- 4.21** Case studies relating to innovative biodiversity enhancements on new developments can be viewed in Appendix C.

## 5. Further information

- UK National Ecosystem Assessment, <http://uknea.unep-wcmc.org> (2011)
- National Planning Policy Framework (NPPF) – review 2018: <https://www.gov.uk/government/publications/national-planning-policy-framework--2> includes sections copied in the text above to the following footnotes:
  - *56 Circular 06/2005 provides further guidance in respect of statutory obligations for biodiversity and geological conservation and their impact within the planning system.*
  - *57 Where areas that are part of the Nature Recovery Network are identified in plans, it may be appropriate to specify the types of development that may be suitable within them.*
  - *58 For example, infrastructure projects (including nationally significant infrastructure projects, orders under the Transport and Works Act and hybrid bills), where the public benefit would clearly outweigh the loss or deterioration of habitat.*

<sup>1</sup> As defined in Article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 and subsequent updates

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- Natural Environment White Paper (2011): <https://www.gov.uk/government/publications/the-natural-choice-securing-the-value-of-nature>
- Barnsley Biodiversity Trust: <http://www.barnsleybiodiversity.org.uk/>
- The current Barnsley *Biodiversity Action Plan* is viewable either directly from the Trust's homepage or here: <http://www.barnsleybiodiversity.org.uk/Barnsley%20BAP%202009.pdf>
- British Standard **BS 42020: 2013**: *Biodiversity: Code of Practice Planning and Development*. <https://shop.bsigroup.com/ProductDetail/?pid=000000000030258704>
- CIEEM (2016) *Guidelines for Ecological Impact Assessment in the UK and Ireland: Terrestrial, Freshwater and Coastal*, 2nd edition. (CIEEM)
- Links to updated lists of current Local Sites in Barnsley (non-statutory sites): Local Wildlife Sites (LWS): <http://www.barnsleybiodiversity.org.uk/localsites.html> Local Geology Sites/ Regionally Important Geological and Geomorphological Sites: <http://www.sagt.org.uk/>
- Multi-Agency geographic information website: <https://magic.defra.gov.uk/MagicMap.aspx> - click on 'designations' and make 'live' tab for 'land-based designations' and 'statutory'; uncheck 'less-favoured areas' and 'nitrate vulnerable zones'.
- Environment Agency – Humber River Basin District Management Plan <https://www.gov.uk/government/publications/humber-river-basin-district-river-basin-management-plan>

**Dearne Valley Green Heart**

**Nature Improvement Area**

□ Nature Improvement Area Boundary

0 2.5 5  
Kilometres

Scale (at A3): 1:55,000  
Map produced by E. Common  
GIS and Analysis Services  
Date: 10/10/2021. Map Reference: 100001\_001  
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ENGLAND**



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### **Appendix B. Priority Species for Dearne Valley Green Heart 'Nature Improvement Area'**

We would welcome applications that seek to provide improvement for the focal species of the NIA as set out below:

- Lapwing
- Redshank
- Snipe
- Wintering teal
- Wintering wigeon
- Wintering bittern
- Barn owl
- Willow tit
- Water vole
- Brown hare
- Noctule bat
- Grass snake
- Dingy skipper
- Wild flowers

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**Appendix C. Opportunities for biodiversity enhancement in new development**

Applicants are expected to provide biodiversity features from the below lists proportionate to the size of the development, the proposed impacts of the site and in relation to nearby habitats.

<b>Smaller scale commercial and industrial buildings e.g. retail, factories, offices and warehouses (less than 1000m<sup>2</sup>)</b>			
Native species hedgerow planting	Provide shelter and screening for development. Nesting sites, food and shelter for birds, insects and small mammals. Provide corridors for wildlife linking areas of habitat.	<a href="http://apps.rhs.org.uk/advicesearch/profile.aspx?pid=377">http://apps.rhs.org.uk/advicesearch/profile.aspx?pid=377</a>	Hedges can be predominantly hawthorn, with a mixture of blackthorn, hazel, dog rose, holly, willow and elder included.
Insect boxes/ Bee hotel	Shelter and nesting sites for invertebrates including bees.	<a href="http://www.wildaboutgardens.org.uk">www.wildaboutgardens.org.uk</a>	
Bird boxes	Encourages and supports nesting birds, can be incorporated into roof space.	<a href="http://www.rspb.org.uk">www.rspb.org.uk</a>	Aim to install minimum 2 artificial nest sites per new unit. Unless there are trees or buildings which shade the box during the day, face the box between north and east, thus avoiding strong sunlight and the wettest winds.
Tree planting	Improves setting of development, provides shelter. Attracts birds, mammals and insects providing food, shelter and nesting sites.	<a href="http://www.woodlandtrust.org.uk">www.woodlandtrust.org.uk</a>	Frogs, toads, hedgehogs, beetles and other insects shelter underneath or among the gaps of rotting logs. Create a log pile by loosely arranging together old branches or pieces of log. Leave bark on and use a variety of species if possible.
Ponds and soak-a-ways	Improve setting of development. Habitat for amphibians, birds and wetland plants.	<a href="https://freshwaterhabitats.org.uk/news/pond-conservation-now-freshwater-habitats-trust/">https://freshwaterhabitats.org.uk/news/pond-conservation-now-freshwater-habitats-trust/</a>	
Living Roofs	Provide habitat for insects and birds. Reduce water runoff and increase insulation.	<a href="http://www.livingroofs.org">www.livingroofs.org</a> <a href="http://www.grassroofcompany.co.uk">www.grassroofcompany.co.uk</a>	
Swift bricks/ internal nest boxes	Provide access to nesting sites for swifts and other birds which use buildings.	<a href="http://www.concernforswifts.com/">www.concernforswifts.com/</a> <a href="http://www.swift-conservation.org/">www.swift-conservation.org/</a>	Incorporate swift nest bricks around the top of commercial buildings, they do not have to be on a visible façade.

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SuDS	Habitat for wetland plants and invertebrates. Valuable for amphibians especially where standing water provided. Add to the setting of a development as part of the green space requirement.	<a href="https://www.rspb.org.uk/globalassets/downloads/documents/positions/planning/sustainable-drainage-systems.pdf">https://www.rspb.org.uk/globalassets/downloads/documents/positions/planning/sustainable-drainage-systems.pdf</a> <a href="https://www.ciria.org/Resources/Free_publications/SuDS_manual_C753.aspx">https://www.ciria.org/Resources/Free_publications/SuDS_manual_C753.aspx</a>	Developers should be careful to check with bodies adopting/maintaining any new SuDS scheme for any restrictions in relation to planting and maintenance.
Use of native tree and shrub species in landscaping	Provide shelter and screening. Provide nesting sites and food for birds and insects.	<a href="http://www.tdag.org.uk/trees-in-the-townscape.html">http://www.tdag.org.uk/trees-in-the-townscape.html</a> <a href="https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity">https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity</a>	Species to consider depend on site conditions and location and include oak (pedunculate and sessile), rowan, willow sp, wych elm, ash, birch (downy and silver), bird cherry, hazel, elder, alder, aspen, guelder rose, crab apple, hawthorn, blackthorn, broom, gorse, dog rose, juniper, holly.
Green walls/habitat walls, Willow fedge (fence/hedge).	Can provide excellent visual features. Shelter, food and nesting sites for birds and insects. Willow in particular is inexpensive and easy to establish from cuttings.	<a href="http://www.livingroofs.org">www.livingroofs.org</a> <a href="http://www.grassroofcompany.co.uk">www.grassroofcompany.co.uk</a>	Hedges require annual maintenance.
Introduce wildflowers into verges.	Food plants for butterflies and other insects.	<a href="https://plantlife.love-wildflowers.org.uk/road-vergecampaign">https://plantlife.love-wildflowers.org.uk/road-vergecampaign</a>	Many grasses are tolerant of fairly high levels of salt but the following are particularly salt tolerant and may be suitable for roadside verges; red fescue, creeping bent, Yorkshire fog, creeping soft grass.
<b>Major development including residential, commercial, minerals or waste *</b>			
<b>As above plus SuDS</b>	Creation of ponds or wetland habitats will support a variety of wetland plants and attract birds and insects. Even small areas of permanent water or wetland vegetation in detention basins can be beneficial.	See links for SuDS and ponds and soak-a-ways above.	Consider reed beds or willow filtration systems as alternatives for water treatment. Living roofs may be most appropriate to deal with surface water where space is limited.

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Incorporate habitats/features within green space to create green corridors.	Retain existing wildlife habitat within the development. Links with other natural areas and the surrounding countryside are important to allow movement of wildlife along corridors.  This contributes to a developments green space requirements.	<a href="http://www.woodlandtrust.org.uk">www.woodlandtrust.org.uk</a>	Link existing wildlife habitat and/or newly created green spaces with strategically placed trees, shrubs, hedges, dry stone wall or grass verge.
Habitat creation and restoration of existing habitats.	Contribute to meeting Local Biodiversity Action Plan targets for priority habitats. Creating/restoring high quality green space to enhance development. Consider wildflower grassland, native species woodland and wetland habitats. This contributes to a developments green space requirements.	<a href="http://jncc.defra.gov.uk/page-5706">http://jncc.defra.gov.uk/page-5706</a>  <a href="https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity">https://www.tcpa.org.uk/fact-sheet-green-infrastructure-and-biodiversity</a>	Consider opportunities to re-meander canalised streams and rivers.
Use of nectar rich species and food plants for caterpillars in landscaping.	Benefits for butterflies, moths and other insects.	<a href="https://butterfly-conservation.org/">https://butterfly-conservation.org/</a>	
Buffer strips along watercourses and ditches.	Improvements to quality of water, habitat for wildlife, linear habitat and corridor for the movement of wildlife.  This contributes to a developments green space requirements.	Natural England Technical Information Note TIN099 2011 Protecting water from agricultural run-off: water retention measures <a href="https://www.gov.uk/guidance/rules-for-farmers-and-land-managers-to-prevent-water-pollution">https://www.gov.uk/guidance/rules-for-farmers-and-land-managers-to-prevent-water-pollution</a>  <a href="https://www.buglife.org.uk/sites/default/files/Ponds_web_0.pdf">https://www.buglife.org.uk/sites/default/files/Ponds_web_0.pdf</a>	
Use show home garden or demonstration area on industrial site to demonstrate wildlife gardening.	Food and shelter for birds, insects and amphibians.	<a href="http://downloads.gigl.org.uk/website/Wildlife%20Gardening%20Pack.pdf">http://downloads.gigl.org.uk/website/Wildlife%20Gardening%20Pack.pdf</a>	Include use of bat boxes/bird boxes/bee hotels, log piles, planting to encourage butterflies, bumble bees and birds. Wet areas/pond for common frog, newts and damselflies.
Develop a site/Company Biodiversity Action Plan (BAP).	Contribute to Local and English Biodiversity Action Plan targets and create a work/development site providing a network of habitats.	<a href="http://www.businessandbiodiversity.org/action-company_bap.html">http://www.businessandbiodiversity.org/action-company_bap.html</a>	All/any of the options listed above could be incorporated into a Site/Company BAP.

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\* Major development as defined in Article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015

### Case Studies: Urban Green Infrastructure for Biodiversity



### Introduction

The intention is to provide examples of a range of urban green infrastructure interventions, including green roofs, living walls, sustainable drainage schemes and species-rich grasslands. These examples are multi-functional and demonstrate how biodiversity can be enhanced whilst various ecosystem services are provided, including flood management and cooling. Costs are provided where available and are only indicative. It should be noted that for relatively small, novel schemes, establishment costs may be relatively high. Installation or establishment costs will fall as the industry adapts to new techniques. Maintenance costs of small schemes also tend to be relatively high when compared with larger schemes on a pro-rata basis.

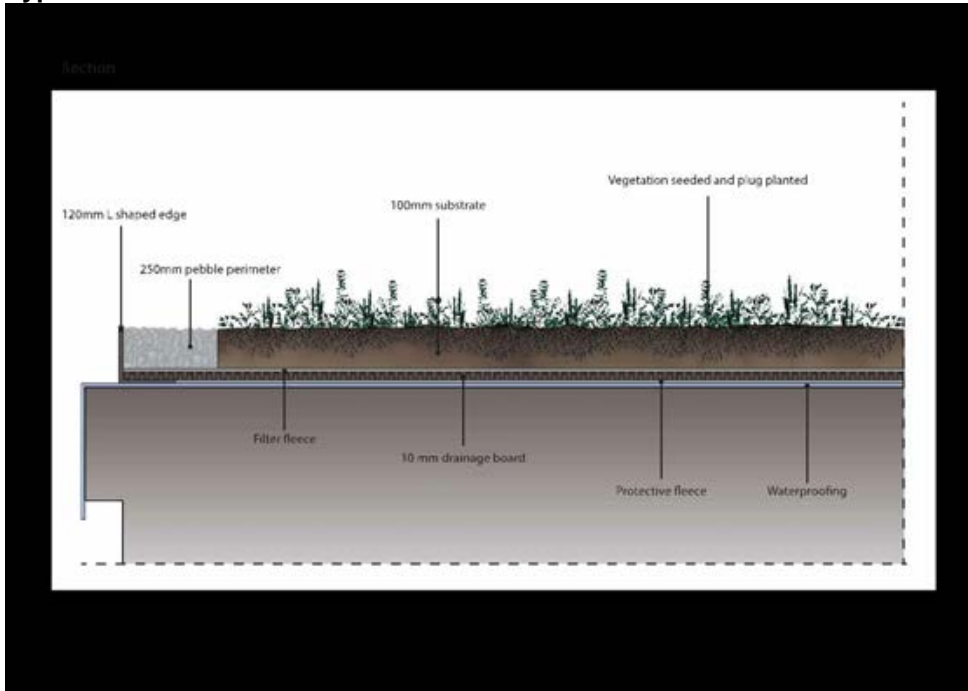
### Biodiverse Extensive Green Roofs

Biodiverse extensive green roofs are typified by free draining and water absorbent substrates of varying depth. They often include dead wood habitat, stones or pockets of bare sand. They are vegetated with predominantly native drought tolerant wildflowers. Sedum is usually included, however the industry norm of Stonecrop (*Sedum* sp.) dominated vegetated blankets should be avoided because they do not support a sufficiently diverse assemblage of flora and fauna and may not provide sufficient water attenuation. There should be a presumption for any proposals for biodiverse extensive green roofs to include a minimum of 80 mm substrate depth, a standard set in the UK by the Green Roof Code from The Green Roof Organisation (2011 to be updated 2014).

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Biodiverse extensive green roofs are relatively lightweight and low maintenance. Specifications with proven ecological value for foraging birds and invertebrates were pioneered by the Green Roof Consultancy <http://greenroofconsultancy.com>. For further information on how to attract invertebrates to green roofs see also the report by Buglife – The Invertebrate Conservation Charity. <http://www.buglife.org.uk/sites/default/files/Creating%20Green%20Roofs%20for%20Invertebrates%20Best%20practice%20guidance.pdf>

### Typical Extensive Green Roof Section



### Green Roof Example 1: Ruislip Central Line Depot Roof London Underground Limited

This is a retrofit demonstration project. The primary purpose is to absorb and slow down rainfall runoff and to reduce the risk of surface water flooding, however the brief also required an approach that enhanced biodiversity. It was important that saturated weight did not exceed  $100\text{kg/m}^2$ , a requirement of this roof and many other London Underground train sheds with relatively lightweight structures.

Two adjacent biodiverse extensive green roofs types covering a total area of  $122\text{m}^2$  have been installed on a flat roof section at the depot. One section has a typical extensive green roof build up with protection sheet over the original waterproofing, drainage board, filter fleece with Optigreen extensive green roof substrate and the other section has been constructed using an experimental approach. Both plots are vegetated with sedum cuttings and seeded/planted with native annual and perennial wildflowers.



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Monitoring devices have been installed in two downpipes of one of the biodiverse green roofs and two down pipes of a conventional control roof to measure the water attenuation.

Construction Costs: £80/m<sup>2</sup> (Total £10,000)

Running Costs: £200 (annual check of drainage outlets)

Design and Installation by Green Roof Consultancy Ltd

Monitoring by University of East London

Funding by Greater London Council through Drain London

**Image: Green Roof Consultancy**



### **Green Roof Example 2: Factory, Sins, Switzerland Gemperle AG**

Swiss Federal law requires green roofs on all large commercial buildings. The conservation of biodiversity is usually the primary objective with roof greening in Switzerland. In this case the owners also wanted to keep the building cooler in summer to improve the comfort of workers. This is an example of an extensive green roof on a new-build factory/storage building.

There are two sections, one flat and the other barrel vaulted. The build up includes 100mm depth of commercially available recycled crushed-brick based substrate placed above a filter sheet and polystyrene drainage board. Areas of pebbles, stone and logs are also included to provide habitat diversity. There is also an area of shallow ephemeral pond. The roof is vegetated by wildflower seed and sedum cuttings of local provenance.

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Maintenance of the roof is minimal, with an annual check of downpipes. Although this roof is not designed for ground nesting birds and may be too small for that purpose, many of the larger green roofs on industrial buildings in the Zurich area provide nesting habitat for Lapwing.

Area: Total of 1250m<sup>2</sup>: the flat roof section measuring approximately 450m<sup>2</sup> and the other barrel vaulted section, measuring approximately 800m<sup>2</sup>.

Construction Cost: £50 per m<sup>2</sup> (70 CHF)

Running Costs: £100 (estimated) - annual check of drainage outlets

**Roof shortly after installation with annuals prominent (Image: Green Roof Consultancy)**





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**Overview after establishment (Image: Gemperle AG)**



**General view of factory (Image: Gemperle AG)**



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### **Green Roof Example 3: Kemp House, Soho, London City West Homes**

Two biodiverse extensive green roofs covering an area of 330m<sup>2</sup> retrofitted on a social housing block with the primary aim of meeting the City of Westminster and London's Biodiversity Action Plan targets, creating habitat for the rare Black Redstart and invertebrate species. Further targeted benefits were also to cool the rooms below and to reduce surface run off by storing rainwater. The build up comprises Optigreen substrate at a depth that meets the GRO Code (80mm) with plug-planted sedum mat, with some areas that have been mounded with additional material and seeded. There are over 30 species of native wildflowers. In addition spring bulbs and log piles provide a range of habitats for both rare invertebrates. Immediately after installation three Black Redstarts were observed on the roofs and this species is now breeding for the first time in Soho. Residents within this social housing complex are able to view both green roofs from their windows and from the roof top garden adjacent to one area of biodiverse green roof.

Construction Cost: (£75 per m<sup>2</sup> (Total £ 25,000)

Maintenance Costs: £200 per annum (check of drain outlets, weeding)

Design by Green Roof Consultancy, materials supplied by Optigreen, seed from Emorsgate, plug plants from Boningales and installation by Landmark Living Roofs<sup>¶</sup>

**Image: Landmark Living Roofs/Optigreen**





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### Green Walls

#### Green Wall Example 1: Vertical Rain Garden

Tooley Street, London

Team London Bridge

This is a 25m<sup>2</sup> modular living wall combined with rainwater storage tanks. Downpipes from the pitched roof above are diverted into the tanks which are at the rear of the planters, between the planters and the supporting wall. Water slowly seeps through the modules, which makes the living wall self-watering thereby avoiding the need for pumped irrigation or use of potable water. The purpose is to reduce localised surface water flooding during intense summer storms where Tooley Street meets Tower Bridge Road. The planters are filled with intensive green roof substrate and native and non-native planting is combined to provide value for biodiversity and visual amenity.

Species include ivy *Hedera helix*, elephant's ears *Bergenia cordifolia*, hart's-tongue fern *Asplenium scolopendrium*, scaly male fern *Dryopteris affinis* and periwinkle *Vinca major*. Maintenance is four visits per annum for weeding and replacement of lost/damaged plants

Construction Cost: £ 10,000

Maintenance Costs: £400/annum (two annual inspections for weeding/replanting)

Designed by Green Roof Consultancy and supplied and installed by Treebox Ltd.

Funding provided by the Greater London Authority through Drain London.



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### Green Wall Example 2: Wire Trellis Stucki Shopping Centre, Basel, Switzerland

A vegetated façade created by tensioning stainless steel wires between anchors in the ground and on the roof of a commercial building. Climbing and trailing plants have been trained onto the wires from the beds below and the roof above to provide screening and habitat. The beds below receive run-off from the adjacent path so that the intervention constitutes a SuDS feature and the plants and do not require irrigation (except during establishment).

Such planting can attract invertebrates and birds seeking shelter, food and nesting opportunities in otherwise unused space. A range of attractive wildlife friendly native species can be selected to provide interest that is evergreen or deciduous, flowering and fruiting and can be utilised even in shaded conditions. Species used include Honeysuckle *Lonicera* species, Clematis *Clematis armandii*, vines *Vitis cognetiae*, ivy *Hedera helix*, Boston ivy *Parthenocissus quinquefolia* and star jasmine *Trachelospermum jasminoides*. Ivy a native evergreen climber with glossy foliage and nectar rich flowers which will provide bee species with much needed food sources over autumn and winter. Annual maintenance is required to cut back unwanted shoots and replace any losses.

Shading and reduction of airborne pollutants are amongst the other benefits to this type of planting.

Area: 50 linear metres with height of 20m (1000m<sup>2</sup>)

Cost: £7500 (based on estimate of £150 per linear metre) Cost per unit area is highly variable depending on height.

Information provided by Dr. Nathalie Baumann, University of Zurich

Image: Gary Grant



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### Sustainable Drainage Features

The principles of the design concept of Sustainable Drainage Systems (SuDS) are to mimic natural drainage by intercepting rain via vegetation, storing runoff in the soil or waterbodies and releasing it slowly (attenuation) and by promoting evapo-transpiration. Where ground conditions permit water may also soak into the ground (infiltration). Water may also be slowly transported on the surface through swales. In this way the risk of flood is reduced, pollution is reduced, biodiversity increased and amenity improved. SuDS can involve a wide range of components including green roofs, permeable paving, specially designed tree pits, rain gardens, swales and ponds. This section concentrates on schemes which include ponds. Reviews by DEFRA and CIRIA have shown that when SuDs are considered early in a project, considerable savings can be made in the capital cost of drainage projects, because the use of most expensive underground pipework can be avoided and replaced by soft, surface features.

#### SuDS Example 1:

##### **The Manor Pond Estate, Sheffield, South Yorkshire**

##### **Manor and Castle Development Trust, Bellway Homes, Local Authority**

This project includes a series of ponds and basins within a regenerated housing estate comprising 300 houses and service roads. The SuDS scheme is located on adjacent council owned public open space. Water enters the site and is then managed through a series of basins, dropping down through the contours of the site. The opportunity of using the adjacent park, with its watercourse, to store and treat water seemed appropriate and an opportunity to demonstrate better practice. The top basin acts as the main facility for silt collection and pollution interception. Lower down are sand filters installed behind mortar-free stone walling on vertical faces in the lower courses to allow water movement. These filters manage flow at a rate determined by the resistance of the filter and the exit pipe size. This low flow passes down to the next basin below through a shallow low flow channel. If either of the upper two basins is unable to contain and release water through their filters, overflow occurs through a grassed by-pass swale, which leads down to the next basin. The third basin has a volume release control out to an existing dry valley, which leads to the watercourse. If the third basin is unable to handle flow this overflows onto a grass arena as shallow flow and exits through a further control device down to the dry valley. Turf was used to vegetate and stabilise vulnerable areas of the system such as overflow channels and the wet benches of the basins so that the system could be operational at an early date. The permanent ponds are vegetated with reed mace and other marginal aquatic vegetation.

Construction Cost: (Pond elements only) £200/m<sup>2</sup>.

Maintenance Costs: (for whole Manor Pond Estate SuDS system): £10,000 per annum (commuted sum of £250,000 provided for 25 years)

Both capital and revenue costs of the scheme are claimed to be less than a conventional system. As the conventional system which was originally included in the budget was extremely expensive this gave the project team a strong position to argue for a suitable commuted sum for maintenance.

Information from [Susdrain case studies Website](#)



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Image: SusDrain

**SuDS Example 2:****Upton, Northampton**

**English Partnerships, Pell Frischman Engineers, The Prince's Foundation, Northampton Borough Council and County Council, Anglian Water, The University of Northampton's School of Science and Technology**

This example demonstrates the use of retention ponds and wetland habitat within a 43ha housing development on green field land. The development – 6000 residential homes, schools, works and retail and community units - was intended to provide an exemplar sustainable community that forms the first part of a major urban extension to Northampton.

The SuDS scheme comprised surface drainage designed to capture roof and road rainwater runoff from the estate (with an additional conventional underground piped system). This runoff travels via permeable paving and open, linked swales (many of which hold water behind stop logs) leading to a series of retention ponds located in a new area of parkland beyond the site into the local green infrastructure; the River Nene Country Park.

The SUDS components were designed to address hydraulic balance, reduce flood risk to Northampton, trap sediment and improve water quality whilst enhancing biodiversity.

Public engagement and monitoring of the SuDS within this housing development site has been carried out since 2003. This project has been used to inform how SuDS can be managed to benefit wildlife, residents and will enable planners and developers to use best practice in providing additional SUDS habitats for local biodiversity and people.

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Monitoring by ecologists at the University of Northamptonshire has shown that the ponds attract 14 species of dragonfly as well as other wildlife.

Construction Cost: £150-200/m<sup>2</sup> (pond elements only varies according to overall size and control structures)

Maintenance: £2/m<sup>2</sup> per year (estimated)

Information from English Partnerships - now the [Homes and Communities Agency](https://www.homesandcommunities.gov.uk/) (HCA) and <https://www.northampton.ac.uk/>



### **Invertebrate 'Hotel'** **Lend Lease HQ Staff Roof Garden** **The Green Roof Consultancy**

Two large invertebrate hotels were installed as part of the Lend Lease's HQ staff roof garden. One panel was fixed to a wall and another formed a screen. Each panel was constructed of a number of modules. Each model consisted of untreated reclaimed timber and hardwood logs with a large number of drilled holes. In order to attract a range of species (primarily but not limited to those from the *Osmia* genus of solitary bees) holes varied in diameter from 2mm to 10mm and were 90mm deep. The panels were oriented to face south to maximise use by a range of invertebrate species, including solitary bees, wasps and spiders. The invertebrates can gain shelter and breed during the year, and the panels are also an overwintering habitat for some species. Such a resource can aid local populations, which in turn conduct essential ecological roles including pollination and pest control and provide a food source for other species such as birds and bats. The panels provide nesting conditions mimicking brood chambers for egg laying and larva development. Suitable locations would include sunny facades sheltered from wind or rain, with

## Supplementary Planning Document: Biodiversity and Geodiversity

planting of wildlife value located nearby to provide nectar, fruits, seeds and pollen. The panels are fixed to walls or frames but could be is free standing if required. Roof top or ground level installations are possible.

Area: 9m<sup>2</sup> (one panel)

Supply/Installation Costs: £500/m<sup>2</sup>

Running Costs: Nil

**Lend Lease Roof Garden Invertebrate Hotel (Image: Green Roof Consultancy)**





## Supplementary Planning Document: Biodiversity and Geodiversity

### Biodiverse Grassland

#### Preamble:

The costs of establishing biodiverse or species-rich grassland are similar to the costs of establishing conventional amenity grassland. The cost of maintaining biodiverse grassland is lower, because frequent mowing regimes are usually replaced by one or two annual cuts, however adjusting to new maintenance regimes does require slightly different equipment and techniques.

The establishment of biodiverse grassland and conventional amenity grassland are similar processes, involving seeding or turfing, however with biodiverse swards, low nutrient levels are desirable to ensure that aggressive grasses do not dominate. Therefore the use of nutrient-rich topsoil should be avoided wherever possible when establishing species-rich grasslands. Sub-soil or sandy or stony material is ideal. Direct seeding of existing amenity or improved grassland with wildflowers or a simple relaxation of cutting regime rarely has the desired effect of creating a species-rich sward. Some enhancement may be possible by plug-planting wildflowers, although this is relatively expensive. It is advisable to strip and re-seed or re-turf improved or amenity grassland wherever possible.

Existing or proposed areas of amenity grassland or any plot of unutilised land may be enhanced through re-seeding or planting and amended management practices. Such techniques will increase the plant and insect diversity, which will in turn attract bird and mammal species.

When selecting a wildflower mix it is important to choose species ecologically suited to the site. Cornfield annuals and short-lived biennials establish easily to give immediate effect and act as a nurse crop. This will support long-lived perennial species that are nationally common and typical of the area. Where possible, less common plant material should be sourced locally under licence. Projects should also reflect cultural links and local character and the overall effect should be visually attractive and varied throughout the growing season.

A wide range of commercially available plants/seeds of value to wildlife can be utilised, including wildflower seed mixes, bulbs and plug plants of perennial flowers. A carefully selected locally appropriate palette of native plants used in natural associations can provide ornamental value for the majority of the year as well as providing valuable habitat including seed, pollen, nectar sources for invertebrates and birds from early summer through to winter.

A wildflower seed mix can be sown into a prepared bed or combined with a suitable grass seed mix such. Several seed houses provide mixes for specific soils and situations (e.g. the [Emorsgate EL1F](#) wild flowers for lawns). Timing of cutting to allow self-seeding to occur, and the removal of arisings will control nutrient levels whilst enabling flowering plants to persist along with relaxed mowing around trees and margins will provide undisturbed over-wintering habitat for invertebrates and important foraging resources for birds.

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### Grassland Example 1: London House Sparrow Parks Project, RSPB, London Parks and SITA

A three year research project in nineteen London parks using 25 trial areas sown with grass and wild flower mixes. The aim of the project was to study the use of the plots for insect and seed based food sources by the House Sparrow with a view to selecting the best mix to support local populations. Parks included Waterlow Park in Camden; Hampstead Heath in City of London; Laycock Green, Paradise Park and Whittington Park in Islington; Leyton Marshes, Tottenham Marshes and Water Works Nature Reserve in Lee Valley Regional Park; The Green park, Hyde park, Kensington Gardens and Primrose Hill in the Royal Parks; Burgess Park and Peckham Rye Park in Southwark; Beddington Park, Cheam Park, Perrets Field, Rose Hill park East and St. Helier Open Space in Sutton: and Tooting Bec Common in Wandsworth.

The plot types were as follows:

- Long grass - comprising the existing park grassland, but instead of regular mowing this was left uncut to go to seed, which would then be utilised by seed eating bird species- including house sparrow, and to provide overwintering habitat for invertebrates.
- A native wildflower meadow mix - where a mix of native grass and flower species were seeded in order to produce nectar and seeds and sheltering habitat for invertebrates. Maintenance involved annual cut with cuttings removed.
- 'Wildlife Seed' plots - using a bespoke mix of flowers and field margin species that will produce seeds for birds and also be beneficial to invertebrate species. Re-seeding is necessary each year.

Seed mixes were sourced from [Kings Seed](#) and [Emorsgate](#)

All of the trial plots showed biodiversity benefits achieved by improvements to local habitat quality and increased abundance of local invertebrate populations than the traditionally managed amenity grassland. House sparrows need a high protein diet for chicks during weaning in spring and summer and are typically fed insects by their parents; adult birds need more carbohydrate rich foods and so tend to utilise seeds.

Areas: <0.1 ha for wildlife seed plots, average of 0.5ha for the other two treatments.

Establishment Costs:

'Long grass': £680 per hectare (7p/m<sup>2</sup>)

Wildflower Meadow: £3,452 per hectare (34p/m<sup>2</sup>)

'Wildlife Seed': £12,120 per hectare (£1.21/m<sup>2</sup>)

Maintenance Costs: Typically £1200 per hectare or 12p/m<sup>2</sup> (for larger wildflower meadows)  
Management costs and effort were lowest for the longer grass plot type (although this is the least effective). Costs and management efforts were highest in the first year of wildflower establishment. Costs and management effort for the wildlife seed plots were higher in each year as these plots were established annually and dormant weeds had to be controlled.

## Supplementary Planning Document: Biodiversity and Geodiversity

Information from John Day, RSPB

### Green Park wildflower meadow



### Waterlow Park Wildflower Meadow



## Supplementary Planning Document: Biodiversity and Geodiversity

### Grassland Example 2:

**Popley Fields Residential Development, Basingstoke, North Hampshire**  
**Wildflower Turf Limited, David Wilson Homes, Hickman Bros Landscape Contractors,**  
**Natural England, The Landmark Practice**

The site incorporated an area designated for wildlife importance - a Site of Importance for Nature Conservation (SINC) due to the presence of a breeding population of great crested newts. As part of the Protected Species Management Plan high quality habitat was required that connected to the wider site and beyond.

Using products from Wildflower Turf species-rich wildflower meadows were created to provide a dispersal corridor for newts between ponds and meadows. The meadows have been established quickly, are attractive to residents and require little maintenance. Interpretation boards have been situated to help residents learn about the importance of the habitat enhancements.

A variety of products are available from Wildflower Turf including shade tolerant flower mixes for use around mature trees. The turf has a wide selection of native flower and grass species - up to 41 different species, with a minimum of 75% wildflowers. Non-native perennial species can also be used to extend the flowering season. The turf produces nectar, pollen and seeds which support birds, mammals, bees, butterflies and other invertebrate species. The wildflower turf can be used on sites with all soil types; will perform well under shade and in drought conditions, as well as in open meadow conditions.

A species rich lawn turf is available which can be treated as a conventional lawn i.e. regularly mowed short, and used heavily. Unlike standard monoculture amenity lawns the turf will support 26 species of native grasses and wildflowers.

Maintenance such as watering is required for the first two weeks after installation, with occasional soaks required during prolonged dry periods. Cutting regime – one to two cuts per year, once in autumn including clearance of cuttings, leaves and other vegetation under trees in particular, to avoid mulching and the addition of nutrients.

The four years of post-development monitoring indicate that the development has not impacted negatively upon the newt population which in fact appears to be increasing.

Area: 32.2ha estate, 6000m<sup>2</sup> meadow

Establishment Cost: £60m<sup>2</sup> to include design and planning (including a species list and management plan), site preparation. For purchase of turf alone the cost is £10m<sup>2</sup>.

Maintenance Cost: Information not supplied, however typical cost of annual cut with arisings removed is 12p/m<sup>2</sup>

Information provided by [Wildflower Turf](#)



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### Grassland Example 3: North-west Target Wellbeing Programme, Knowlsey, Liverpool Landlife and Groundwork Northwest

This is a programme of over 90 projects run by Landlife (National Wildflower Centre) for the benefit of targeted disadvantaged communities across the Northwest. Locations include Kirkby (Towerhill, Northwood, Central), North Huyton (Woolfall Heath, Stockbridge Village – see photo below), Halewood (Torrington, Wood Road, New Hutte), South Huyton, North Liverpool (Everton) Projects have an emphasis on public engagement to provide wildflower improvements to greenspaces in Knowlsey. Linked to Natural England's national 'Walking for Health' campaign, this initiative aimed to provide biodiversity gains whilst promoting physical and mental health and wellbeing. Techniques vary depending on the location, but a favoured technique is to strip the existing turf and re-seed with a wildflower seed mix.

One example from this scheme is an area of Public Open Space, in Quarry Green Heights, Northwood, Kirkby. This involved scratch cultivation for cornfield annuals on an area of amenity grassland which had previously been heavily mown. The project was delivered by Landlife and the Community Environmental Task Team in 2004. A variety of successful treatments took place: herbiciding and sowing into short dead turf in autumn, and scratch cultivating and sowing in spring. Additional sowing in subsequent years has helped to build up a substantial seedbank.

After flowering the site was flailed, leaving seed to overwinter providing winter food for birds. Re-cultivating in spring mimics the traditional farming practices that would have sustained cornfield annuals on light soils in the past, Costs: Entire area of all projects of 5.5 ha; since 2008 over 1.5ha of wildflower meadows have been sown into parks and green spaces. Funded by £8.9m from the National Lottery through the Big Lottery Fund (equivalent to £161/m<sup>2</sup>)

Costs for specific projects are typically lower than this.

Wildflower seed mixes cost around to £90/kg (which provides sufficient seed for 200m<sup>2</sup> – equivalent to 45p/m<sup>2</sup>). Preparation and establishment costs vary depending on local conditions however £10/m<sup>2</sup> is a typical figure for turf stripping and disposal and reseedling.

Information from [Landlife](#) and [Groundwork](#)

**North Huyton. Image: GroundWork**



## Supplementary Planning Document: Biodiversity and Geodiversity

**Appendix D. National Planning Policy Framework (2018). Sections of relevance to biodiversity and geodiversity**

170. Planning policies and decisions should contribute to and enhance the natural and local environment by:

- a. *protecting and enhancing valued landscapes, sites of biodiversity or geological value and soils (in a manner commensurate with their statutory status or identified quality in the development plan);*
- b. *minimising impacts on and providing net gains for biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures;*

171. Plans should: *distinguish between the hierarchy of international, national and locally designated sites; allocate land with the least environmental or amenity value, where consistent with other policies in this Framework; take a strategic approach to maintaining and enhancing networks of habitats and green infrastructure; and plan for the enhancement of natural capital at a catchment or landscape scale across local authority boundaries.*

174. To protect and enhance biodiversity and geodiversity, plans should:

- a. *Identify, map and safeguard components of local wildlife-rich habitats and wider ecological networks, including the hierarchy of international, national and locally designated sites of importance for biodiversity; wildlife corridors and stepping stones that connect them; and areas identified by national and local partnerships for habitat management, enhancement, restoration or creation; and*
- b. *promote the conservation, restoration and enhancement of priority habitats, ecological networks and the protection and recovery of priority species; and identify and pursue opportunities for securing measurable net gains for biodiversity.*

175. When determining planning applications, local planning authorities should apply the following principles:

- a. *if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused;*
- b. *development on land within or outside a Site of Special Scientific Interest, and which is likely to have an adverse effect on it (either individually or in combination with other developments), should not normally be permitted. The only exception is where the benefits of the development in the location proposed clearly outweigh both its likely impact on the features of the site that make it of special scientific interest, and any broader impacts on the national network of Sites of Special Scientific Interest;*
- c. *development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons and a suitable compensation strategy exists; and*
- d. *development whose primary objective is to conserve or enhance biodiversity should be supported; while opportunities to incorporate biodiversity improvements in and around developments should be encouraged, especially where this can secure measurable net gains for biodiversity.*

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176. *The following should be given the same protection as habitats sites:*

- a. *potential Special Protection Areas and possible Special Areas of Conservation; and*
- b. *sites identified, or required, as compensatory measures for adverse effects on habitats sites, potential Special Protection Areas, possible Special Areas of Conservation, and listed or proposed Ramsar sites.*

177. *The presumption in favour of sustainable development does not apply where development requiring appropriate assessment because of its potential impact on a habitats site is being planned or determined.*

**Supplementary Planning Document**  
**Design of Housing Development**

**Adopted May 2019**







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### 1. About this guidance

- 1.3** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.4** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.
- 1.5** This document covers new housing development, conversion of non residential buildings to residential use and adapting residential properties to different house types, for example dwellings to flats and Houses in Multiple Occupation.

### 2. Introduction

#### Policy D1 High Quality Design and Place Making

##### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;
- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;
- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;

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- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;
- Provide clear and obvious connections to the surrounding street and pedestrian network;
- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm.

**2.1** In terms of place making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

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### Policy GD1 General Development

Proposals for development will be approved if:

- There will be no significant adverse effect on the living conditions and residential amenity of existing and future residents;
- They are compatible with neighbouring land and will not significantly prejudice the current or future use of the neighbouring land;
- They will not adversely affect the potential development of a wider area of land which could otherwise be available for development and safeguards access to adjacent land;
- They include landscaping to provide a high quality setting for buildings, incorporating existing landscape features and ensuring that plant species and the way they are planted, hard surfaces, boundary treatments and other features appropriately reflect, protect and improve the character of the local landscape Any adverse impact on the environment, natural resources, waste and pollution is minimised and mitigated;
- Adequate access and internal road layouts are provided to allow the complete development of the entire site for residential purposes, and to provide appropriate vehicular and pedestrian links throughout the site and into adjacent areas;
- Any drains and, culverts and other surface water bodies that may cross the site are considered;
- Appropriate landscaped boundaries are provided where sites are adjacent to open countryside;
- Any pylons are considered in the layout; and
- Existing trees that are to remain on site are considered in the layout in order to avoid overshadowing.

**2.2** This Document primarily supplements Local Plan policy D1 High Quality Design and Place Making, and sets out the principles that will apply to the consideration of planning applications for new housing development, including conversions, infill and backland development.

**2.3** Paragraph 130 of the National Planning Policy Framework states:

*"Permission should be refused 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, taking into account any local design standards or style guides in plans or supplementary planning documents. Conversely, where the design of a development accords with clear expectations in plan policies, design should not be used by the decision-maker as a valid reason to object to development. Local planning authorities should also seek to ensure that the quality of approved development is not materially*

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*diminished between permission and completion, as a result of changes being made to the permitted scheme (for example through changes to approved details such as the materials used)."*

- 2.4** Further detailed guidance on residential development is provided in the South Yorkshire Residential Design Guide, which is available on the Council's website. The Guide includes information requirements, design guidelines and technical requirements. The Guide looks at the design of residential development at three scales: the wider neighbourhood scale, the streets scale and the finer scale of plots, blocks and buildings.
- 2.5** The Council uses Building for Life 12 to structure discussions with housebuilders, to help steer and assess the design and layout of developments of ten or more dwellings. It sets out twelve questions about new housing developments plus recommendations of things to achieve and avoid. It should be used by housebuilders from an early stage of their design. Any design and access statement should include a Building for Life assessment, answering the twelve questions.
- 2.6** You are advised to discuss your proposal with the Council at an early stage. Formal pre-application discussions can help avoid problems and delays once an application is submitted. Further information, including the Pre-application Advice Protocol and charges for this is available on the Council's web site.

### General Criteria

- 2.7** The Council will assess your proposal against the guidelines set out below. However, if your scheme matches these guidelines it does not necessarily mean that your application will be approved or that you have fulfilled your responsibility to achieve quality development. The guidelines should ensure that development which would have an unacceptable impact will be avoided. However, in some instances higher standards may be required and in other cases standards may be relaxed if there are mitigating circumstances and the development would result in overall benefits to the community and the environment.

## 3. Relationship with existing dwellings and space between proposed dwellings

- 3.1** The layout and design of new housing development must ensure that high standards of privacy, light and outlook are provided for existing and proposed residents.
- 3.2** Developers in the first instance should consider design led solutions to ensure layouts deliver high standards by avoiding:-
1. Close overlooking of the windows in any existing dwelling or its garden from the proposed development.
  2. The introduction or intensification of vehicular and pedestrian movements close to an existing dwelling, its garden or its boundary.
  3. The overbearing or overshadowing effect of new buildings on an existing dwelling or its garden.



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- 3.3** In order to ensure adequate levels of privacy are provided/ maintained, to ensure residential development does not result in unacceptable levels of overshadowing or loss of outlook and in order to provide adequate amenity space, development will usually be expected to comply with the external spacing standards set out below.

### 4. External spacing standards

1. Where front elevations face a road the dwellings should be an appropriate distance apart. The Council will accept a minimum of 12m where the dwellings are of the same storey and it will achieve a streetscape that reflects local character.
2. The minimum back-to-back dimension between facing habitable rooms, (ie any room used or intended to be used for sleeping, cooking, living or eating purposes), should be 21metres. Where housing abuts the edge of existing settlements, the back-to-back dimension towards existing housing should be greater than 21 metres. Advice will be given on a case by case basis, based on the privacy and outlook of the existing dwelling.
3. Where the proposed dwelling/s is/are more than two storeys in height (excluding rooms in the roofspace), the back-to-back separation distance/s should increase by 3 metres for every additional storey.
4. Proposed habitable room windows at first floor level and above should be a minimum of 10m from the boundary of any private garden which they would face and habitable room windows in existing dwellings at first floor level and above should be a minimum of 10m from any proposed private garden which they would face. A reduced distance may be accepted for bungalows provided they meet garden size standards and ensure adequate levels of amenity for occupants in terms of outlook, privacy and daylight.
5. Proposed walls without habitable room windows (usually side elevations) should be at least 12 metres from original habitable room windows. Where the proposed dwelling is more than two storeys in height (excluding rooms in the roofspace), the separation distance should increase by 2m for every additional storey.
6. Rear gardens of proposed dwellings should be at least 50m<sup>2</sup> in the case of two bedroom houses/bungalows and 60m<sup>2</sup> for houses/bungalows with three or more bedrooms. Smaller gardens may be acceptable in corner plots if privacy and daylighting can be maintained.
7. Distances between new buildings and existing dwellings may be relaxed depending on a number of factors including site level relationships, (i.e. if at a lower level), existing screening or landscaping between the existing and proposed buildings and location. Each case will be judged on its merits but detailed information must be submitted to demonstrate that adequate levels of amenity would be retained for existing residents and provided for residents of proposed dwellings (e.g. cross sections, sun path diagrams).
8. Shared private space for flats must be a minimum of 50m<sup>2</sup> plus an additional 10 m<sup>2</sup> per unit as balcony space or added to shared private space. Where private space cannot be provided balconies must be provided. Balconies must be a minimum of 3 m<sup>2</sup>. The amount of shared private space to be provided will also depend on the quality, quantity and accessibility of local public open space.
9. Full compliance with standards is expected in predominantly residential areas whereas they may be slightly relaxed in town centre situations/higher density areas.

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### 5. Internal spacing standards

- 5.1** All developments should achieve the internal spacing standards set out in the South Yorkshire Residential Design Guide –Technical Requirements section 4A.2, (p130-131).

### 6. Character

- 6.1** Development must respect local context, history, built heritage, character and communities, ensuring that proposed developments preserve or enhance local physical, environmental, social, cultural, historical and economic characteristics.
- 6.2** The design of new developments must be based on an appraisal of existing landscape and settlement character. The primary design source for maintaining character should be the character area in which the site is located if this is a positive source. Where there is no specific positive source to draw on, the development should be designed to create character. Using the lack of local character as a justification for poor and characterless design will not be accepted.
- 6.3** The design of all new development must be based on an appraisal that identifies any existing positive features within the site and assesses the advantages and disadvantages of retaining them.
- 6.4** The design of all new development must be based on an appraisal of the townscape of the site and surrounding area and their relation to topography. All new development should be designed as a considered response to topography and townscape.
- 6.5** Views into and out of the site should be considered at an early stage of the design process. Where the site is visible from a distance, especially where the local topography varies, a visual impact assessment should be undertaken to help influence the layout and design of the development.
- 6.6** The use of standard layouts, plot sizes and building designs which relate poorly to their surroundings and could be anywhere in the country should be avoided. Where standard house types are used they should be adapted to complement local character, beyond just changing external materials.
- 6.7** The design of new developments should be specific to their location and should seek to co-ordinate the landscape framework, street pattern, route hierarchy and townscape to create a coherent public realm and open space network.
- 6.8** Innovative design solutions that depart from the local context may be allowed if they are considered to have a positive impact on the character of the area.
- 6.9** Within larger schemes the pattern of house types and designs should be varied to create visual interest and support character areas within the development.
- 6.10** In all proposals elevations and fenestration should be designed in such a way that they provide relief, depth texture and modelling. This helps to provide visual interest, break down the massing of dwellings and contribute to the character of a development.

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- 6.11** Window and door openings should have sufficient recess in the reveal to give visual articulation. Typical cross sections of windows and doors at 1:5 or 1:20 scale should show a minimum 50mm set back within the reveal. Exceptions can be made where flush detail is part of a deliberate and coherent architectural composition.
- 6.12** A Design and Access Statement should include the above analysis.
- 6.13** Further guidance on character is given in the South Yorkshire Residential Design Guide, for example on pages 62-66.

### 7. Protection of Existing Larger Dwellings

- 7.1** Local Plan policy H9 Protection of Larger Existing Dwellings resists development within the curtilage of existing larger dwellings where it will have an adverse impact on the setting of the original dwelling, and the size of the remaining garden area.
- 7.2** For the purposes of this policy we consider 'larger dwellings' to be those that have four or five bedrooms, or are capable of accommodating four or five bedrooms without significant adaptation.

### 8. Health and Wellbeing

- 8.1** If considered at an early stage of design there are opportunities for developers to improve the health and wellbeing of the residents of new development.
- 8.2** For example on larger schemes the layout could include walking and cycling routes linking through the development, or the creation of green corridors to improve air quality. For the design of open spaces an inclusive approach may look not only at the needs of children and young people but also at the needs of an increasingly elderly population.
- 8.3** Sport England has produced guidance showing how to promote 'active lifestyles' in the design and layout of housing developments. Their 'active design guide' sets out 10 principles to help increase activity in everyday lives, helping to improve the health and wellbeing of local residents and neighbouring communities. The guide has been developed in partnership with Public Health England. The online resource, including case studies, is available via:  
<https://www.sportengland.org/facilities-planning/active-design/>
- 8.4** Supporting information on the promotion of health and wellbeing could be included in the design and access statement which accompanies a planning application.

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### 9. Designing Out Crime

- 9.1** Measures to design out crime should be considered at an early stage of the design process. These should include maximising opportunities for natural surveillance and ensuring a clear definition of public and private spaces. Development should take account of the guidance within the Secured by Design website. Please see the link below.

<http://www.securedbydesign.com/industry-advice-and-guides/>

### 10. Streets

- 10.1** The design and layout of new residential streets should reflect the principles of Manual for Streets, which are expanded upon in pages 75-82 of the South Yorkshire Residential Design Guide.

- 10.2** Developments should therefore comply with the following:

- The design of all new development must be based on an appraisal of the surrounding street pattern, which identifies the hierarchy of routes and the pattern of movement through the area.
- The design of the street pattern should form a connected network of streets. There should be enough connections with surrounding streets and neighbourhoods and within new development to create a layout that is walkable, offers direct connections, choice and flexibility.
- As far as possible, new streets should be connected at both ends to form a through street. Cul-de-sacs should only be used sparingly, where they are the only appropriate design solution and should be short and straight. Proposals should allow for the future expansion of the movement network to enable future phases of development to be fully integrated.
- All new streets should be defined by the fronts of plots with buildings orientated to face the public highway, space or private street space to create an active frontage. Blank side elevations facing onto streets should be avoided.
- Where the development site abuts an existing public highway, the new development should where possible front the existing street.
- Management and maintenance of the public highway, as well as private street spaces, must be considered from the outset and general principles agreed with the adopting authority at the concept stage.
- By default, development should form perimeter blocks by creating connected streets and maintaining well defined frontages. The design of blocks should not be uniform but should reflect the character of the different surrounding streets that make up the block.
- The character of new streets should not be uniform but should vary as part of a hierarchy, depending on their location in order to integrate development into the locality, to retain local distinctiveness and create vibrant, legible and memorable places. Longer streets with continuity of elements tend to have a stronger sense of integration whereas short blocks, arbitrary curves and the lack of a continuous building line create a greater sense of fragmentation and can be disorientating.
- Street spaces should have an appropriate sense of spatial enclosure suitable to their location and role. Height to width ratios of between 1:2 and 1:4 provide good

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spatial enclosure. Ratios of less than 1:4 will usually need street trees to create an adequate sense of enclosure. Higher ratios (e.g. 1:1) may be appropriate in central urban areas with higher buildings and proportionately wider streets.

- Streets should have a clear definition between the public and private realms. External private space between the frontage line and building, such as front gardens or shared private gardens, is best if defined by a physical boundary or 'means of enclosure'.
- All streets should be designed to achieve the appropriate vehicular speeds:
  - No more than 20mph where principally serving residential areas;
  - No more than 15mph for shared space streets where segregation between motor vehicles and other road users is reduced;
  - Higher design speeds of up to 30mph may be appropriate on existing routes within built up areas, on bus routes and on larger developments where the extent of 20mph streets would exceed around 1km but proposals for design speeds exceeding 20-mph will be determined on a case by case basis.
- We expect residential developments to incorporate access for buses where reasonable and practical.

**10.3** Speed restraints can significantly affect the layout of a housing development. Vertical deflection, (for example speed humps), are not permitted by the highway authority in Barnsley. Instead the emphasis is on using horizontal deflection, (for example corners), to restrain speed. Long, straight roads should therefore be avoided in housing layouts where speed restraint is required. Early consultation with Highway Development Control on the layout of residential schemes is therefore advised.

**10.4** Developments will be expected to meet the technical requirements relating to street and parking geometry contained in the South Yorkshire Residential Design Guide, in Annex 4B (p133-154).

## 11. Design of residential car parking and garages

**11.1** Developments will be expected to meet the standards for parking design set out in the South Yorkshire Residential Design Guide considering parking as an integral part of the design of residential development. Particular attention should be given to sections S2.5 On-street parking (p102) and B1.6 Off-street parking (p116-117). Developments will also be expected to meet the technical requirements set out in annex 4B Street and parking geometry (p133-154).

**11.2** Parking areas to the front of dwellings should be designed to reduce their dominance. Building for Life considers that an over reliance on in front of plot parking that tends to create over wide streets dominated by parked cars and driveways, unless there is sufficient space to use strong and extensive landscaping to compensate the lack of built form enclosure, is avoided.

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- 11.3** Continuous strips of front of dwelling parking are not acceptable. The starting point should be the guidance from Building for Life of a 50:50 hard/ soft landscaping balance at the front of dwellings.
- 11.4** The maximum number of front of dwelling parking spaces acceptable in a row is four. These should be used sparingly in a development and be separated from other parking spaces by a considerable width of soft landscaping, i.e. more than the width of a parking space.
- 11.5** Side of dwelling parking spaces should not occur on the corners of junctions, as they weaken the streetscene.
- 11.6** The design and location of garages should be subservient to dwellings. Integral garages should be set back from the frontage of the dwelling. In semi-detached dwellings any integral garages should be located at the outer edges of the dwellings and not in the centre, to reduce their visual dominance. Detached garages should ideally be located behind the frontage of their dwelling; they should not be a dominant feature of the streetscene. Garages, integral or detached, should not form the end view of any vistas or be prominent in important views.

## 12. Front gardens and boundary treatments

- 12.1** The area between dwellings and the highway provides one of the best opportunities for enhancing the appearance of a housing development. Careful attention to matters such as paved surfaces rather than tarmac, tree and shrub planting, and the erection of walls and railings can have a major impact. The use of a physical boundary or 'means of enclosure' helps to define the extent of private space which has been shown to help with crime prevention and helps to reduce the visual impact of any off-street, front of dwelling, parking. Where front garden physical boundaries exist in neighbouring areas these should continue to be used in new development. In order to reduce opportunities for crime it is appropriate for front gardens to be overlooked by other dwellings.

## 13. Landscape design

- 13.1** Careful attention must be given at any early stage to the design of a comprehensive landscape scheme. The scheme should be designed to help the development fit into its surroundings and soften its visual impact. The planting of trees, hedges and shrubs in prominent locations will improve the appearance and saleability of a site and may in time prove ecologically valuable.
- 13.2** A landscaping scheme should be submitted with your planning application. The benefits of employing a qualified Landscape Architect cannot be overstated. Generally the Council will not require a landscaping scheme for a single dwelling.
- 13.3** **Trees:** The development should achieve an overall tree planting based on an average of one tree per plot. While smaller 'garden' trees such as Rowan and Cherry can be attractive, larger trees should also be provided (e.g. Oak, Beech and Chestnut). Planting will usually be most advantageous on prominent site frontages, to the front of individual houses and on the edge of open space and open countryside.



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- 13.4 Shrubs:** Tree planting will be most successful when underplanted with shrubs and/or ground cover. This helps protect the tree from vandalism and accidental damage until it is established. Careful shrub planting can also form an attractive feature in itself.
- 13.5 Hedges:** Hedges are an attractive alternative to walls, fences and open plan frontages. Prickly hedges such as hawthorn can also provide a deterrent to burglars.
- 13.6** Where trees are proposed in the street, they should reflect the technical guidance on pages 170-182 of the South Yorkshire Residential Design Guide.

### 14. Walls and fences

- 14.1** The type of fencing or walls around back gardens will generally be the choice of future residents. However, higher quality boundary treatments will usually be required where they are visible from public vantage points. This is particularly so for front and side boundaries, which will be clearly visible from the street. Where residential development is proposed adjacent to Listed Buildings, in or adjacent to Conservation Areas or in other areas where the local vernacular is dominated by natural materials, it will usually be necessary to use natural materials on prominent boundaries.
- 14.2** A freestanding retaining wall retaining over 1.5 metres of ground would need approval under the South Yorkshire Act 1980. Retaining walls forming part of a building will normally require approval under the Building Regulations. For further information you should contact the Building Control Section on (01126) 772678.

### 15. Existing trees and hedgerows and other features of ecological value

- 15.1** If there are mature trees, hedgerows or other features of ecological value (including watercourses and ponds) the Council will expect them to be incorporated into the design and layout of the development, and retained, wherever possible, for their visual and ecological value.
- 15.2** The retention of these features can greatly improve the appearance of a new housing development, giving it an instant maturity and making a significant contribution to its character and distinctiveness. Their careful integration into the landscape framework of the development can help further enhance habitats for wildlife.
- 15.3** A tree survey of the site should inform the layout of any development and should accompany a planning application.
- 15.4** For further advice refer to the SPD's 'Trees and Hedgerows' and 'Biodiversity and Geodiversity'.

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### 16. Public rights of way

- 16.1** It is important that you check whether any public rights of way cross the site. Most public paths are shown on the Definitive Map. However, if a path or track is not shown on the Definitive Map, but exists on the ground and has been used for many years, it may also be a public path and should be treated as such.
- 16.2** Existing rights of way should be incorporated into the site design. Paths should, where possible, be on convenient and attractive routes through landscaped, or open space areas and away from vehicular traffic. Shady alleys between high fences, particularly at the rear of private gardens should be avoided.
- 16.3** It is important that public rights of way are direct, safe, lit and DDA compliant to ensure that people are not discouraged from using public transport due to access to the bus stop and railway station. It is essential where applicable that development is designed to integrate into the existing PROW network to encourage sustainable travel behaviour.
- 16.4** Public rights of way also provide the opportunity for informal recreation to take place.

### 17. Drainage and flood risk

- 17.1** New residential development will be expected to comply with Local Plan policies CC 3 and CC 4, which relate to flood risk and Sustainable Drainage Systems. Drainage and flood risk issues should therefore be considered at the outset as they will have an impact on the design and layout of residential schemes. In many cases it will be possible to include sustainable urban drainage systems as part of wider Green Infrastructure provision but early discussions will be essential to ensure that the design meets the requirements of the various parties involved in drainage matters (e.g. The Council's Highways & Engineering Service, Yorkshire Water & the Environment Agency). Detailed technical drainage guidance can also be found on pages 155-161 of the South Yorkshire Residential Design Guide.

### 18. Recycling/waste provision

- 18.1** The Council encourages waste minimisation, re-use and recycling. All new development must be designed to accommodate the waste and recycling regimes in force, for example providing sufficient space for the full range of waste and recycling bins.
- 18.2** In design terms bins should not be visible from within the public realm and shared private space when stored. Communal bin storage areas should be in robust materials that will withstand vandalism.
- 18.3** In most instances access must be provided to the rear garden for the storage of wheelie bins, via a clear pathway unimpeded by cars parked within the boundary of the dwelling. For terraced properties the use of ginnels to provide direct rear garden access should be considered as they are more likely to be used than fenced pathways along the rear of adjoining gardens.

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### 19. Obscure glazing

- 19.1** A simple rule that needs to be applied is that if a site can only be developed by introducing unusual design features then it probably should not be developed in the first place.
- 19.2** It is often argued that overlooking can be overcome by using obscure glazing, borrowed light or high level windows. If such solutions are proposed this can only apply to non-habitable rooms such as landings or to secondary windows in a habitable room. For the amenity of future occupiers it is not reasonable to create habitable rooms that have no outlook. Furthermore, in the summer occupiers will want to open windows and this is more sustainable than mechanical ventilation.

### 20. Signage and street furniture

- 20.1** As far as possible use the overall design of the street to make it obvious how the space should be used in order to avoid unnecessary signage. Use signage only to fulfil legal requirements and provide essential information not obvious from other sources. As far as possible attach signs to walls and buildings.
- 20.2** Specify simple, high quality street furniture and signage that is appropriate to the character of the area. Street furniture as well as buildings should share characteristics with the locality in order to maintain character. Traditional materials are more likely to be more suited to rural locations and contemporary styles more suited to central areas.
- 20.3** Further guidance on signage and street furniture is provided in the South Yorkshire Residential Design Guide on pages 187 & 188.

### 21. Technical requirements

- 21.1** The South Yorkshire Residential Design Guide provides further guidance on technical requirements including those on: highway structures (p162-163), street lighting (165-166), public utilities (p167-170), (surface) materials (p184-186), adoption of highways (p189-193), construction waste (p194) and management (p95). Highways Development Control will refer to this section in checking through detailed proposals, which will normally be the subject of planning conditions.

### 22. Removal of permitted development rights

- 22.1** Residential developments are often designed to maximise density and make the most efficient use of land. In such circumstances the separation distances between buildings are close to the minimum recommended such that future extensions, insertion of windows, additional outbuildings etc. could be highly detrimental to nearby occupiers. Where this would be the case, normal permitted development rights may be taken away so that the impact of such matters can be assessed.

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### 23. Infill development

**23.1** As well as the general criteria, including the external spacing standards, infill development should aim to comply with the following:

- Dwellings should be orientated to have a frontage to the existing public highway. Sides and backs and garages should be sensitively located so the frontage of the new development integrates with the existing street scene.
- The space between the proposed dwelling and adjacent dwellings should reflect the prevailing character of the street.
- The siting of the dwelling should reflect the building line of the dwellings on the same side of the street.
- The eaves and ridge heights of dwellings should usually be comparable with the heights of adjacent dwellings.
- Parking provision should be accommodated in a similar manner to how it is accommodated elsewhere on the street (e.g. if existing dwellings are set forward on their plots with parking at the side, the proposed dwelling should not be set back with parking at the front).
- Architectural features, fenestration and materials should reflect the positive elements elsewhere on the street.
- Infill development should not be piecemeal so as to prejudice potential comprehensive development of a larger area of land.
- Landscaped features such as trees, particularly those prominent in the street scene, should be retained and provided with sufficient space for future growth.

### 24. Backland development

**24.1** As well as the general criteria, including the external spacing standards, backland development should aim to comply with the following:

- Tandem development, with one dwelling directly in front or behind another sharing the same access, will almost always be resisted.
- Piecemeal development, which could prejudice the potential comprehensive development of a larger area of land, should be avoided.
- Backland development is most effective where it includes a number of dwellings served by an adopted highway, which is capable of being used by refuse and other servicing vehicles. Long, narrow private drives (typically in excess of 30m), which would result in excessive 'man carry distances' should be avoided.
- Backland development may be more acceptable in circumstances where there is an existing use at the rear of dwellings and where residential development would benefit the amenity of existing residents and the character and appearance of the locality.

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### 25. Corner sites

**25.1** Corner sites can be particularly difficult to design sensitively and, as well as the general criteria, they should usually comply with the criteria relating to infill and backland development. In addition, the following matters should be considered:

- Two dwellings set at right angles can be wasteful in terms of site coverage and also create rear gardens that are overlooked and should be avoided.
- If a pair of semis is set at 45 degrees to the road frontages this can result in triangular rear gardens providing inadequate private amenity space and awkward parking areas on the frontage. This should be avoided.
- If a single aspect dwelling is proposed one frontage invariably ends up with a blank side wall and a long fence or wall facing the highway. This can be softened by introducing some side aspect windows and setting the wall or fence back behind a planted verge. A dwelling that is specifically designed to occupy a corner plot with two active frontages is therefore likely to be the best solution.

### 26. Conversions of buildings to residential accommodation

**26.1** Conversion of buildings to dwellings, flats or houses in multiple occupation (HMOs) will be allowed where the following criteria are satisfied:

- On the street in question, HMOs and bedsits account for less than 10% of the residential properties.
- HMOs and bedsits account for less than 10% of the residential properties within a 50m radius of the site.
- That the proposal would not result in 3 or more HMOs being located immediately adjacent to each other or the sandwiching of a dwelling house between two HMOs.
- The building and curtilage are of sufficient size to provide suitable facilities for residents.
  - In the case of HMOs, each one should have a shared lounge and shared dining room,
  - For dwellings and HMOs, garden sizes and external separation distances should reflect the requirements set out in the general criteria.
  - In all cases, internal spacing standards should meet the requirements set out in the general criteria.
- There will be no unacceptable noise nuisance for either existing neighbouring residents or occupants of the proposed residential unit(s).
- Satisfactory provision is made for off-street car parking in accordance with the Council's standards or, exceptionally the development is considered unlikely to give rise to unacceptable conditions of congestion or safety on the adjoining public highway(s) by reason of inadequate off street car parking.
- The appearance of the building or its curtilage would not be altered to the detriment of the visual amenities of the area.

## Supplementary Planning Document: Design of Housing Development

### Approach to determining a planning application

- 26.2** Based on the information provided and on the council's own records, the council will calculate the number of HMOs and bedsits in the relevant area for each individual planning application. The applicant should undertake their own estimate of the number of HMOs and bedsits to accompany the planning application and provide all their supporting data.

### How to apply the threshold

- 26.3** The percentage concentration of HMOs and bedsits surrounding the application site will be calculated through three main stages:

#### Stage 1 – identify residential properties

- 26.4** The residential properties identified are those located within the defined area of impact surrounding the application site i.e. the street in question or a 50m radius measured from the centre of the site curtilage. To be clear which residential properties are identified, all sub-divided properties including flatted blocks within the same curtilage are counted as one whole property at the first stage

#### Stage 2 – Count HMOs

- 26.5** The residential properties identified at stage 1 will be investigated to check whether they are an existing HMO or bedsits as well as whether or not there are live planning permissions for HMOs and bedsits.

#### Stage 3 – Calculate concentration

- 26.6** The concentration of HMOs and bedsits surrounding the application site as well as those with live planning permission is calculated against the 'total number of residential properties'.

### The approach to sandwiching

- 26.7** This document seeks to avoid dwellings being sandwiched between HMOs and bedsits. However, this would not apply where the properties are separated by an intersecting road or where properties have a back to back relationship in different streets.



**Supplementary Planning Document**

**Financial Contributions To Schools**

**Adopted May 2019**





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## Supplementary Planning Document: Financial Contributions To Schools

### 1. About This Guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** This document supplements Local Planning Policy I1 Infrastructure and Planning Obligations which states:

#### Policy I1 Infrastructure and Planning Obligations

Development must be supported by appropriate physical, social, economic and communications infrastructure, including provision for broadband.

Development must contribute as necessary to meet all on and off site infrastructure requirements to enable development to take place satisfactorily.

Where the necessary provision is not made directly by the developer, contributions will be secured through planning obligations.

Where appropriate, pooled contributions will be used to facilitate delivery of the necessary infrastructure.

- 2.2** New houses give rise to the need for additional school places. However, schools are sometimes full and do not always have spare places for new pupils.
- 2.3** When considering planning applications for new homes, the availability of pupil places in local schools is a material consideration. The National Planning Policy Framework requires planning authorities to assess the capacity of schools when deciding planning applications. This Supplementary Planning Document explains how the Council will implement the NPPF when considering the availability of pupil places in local schools, and how we will assess if contributions are required to ensure those places are in buildings of a suitable condition.

## Supplementary Planning Document: Financial Contributions To Schools

**Planning applications for new homes will be refused unless schools already have sufficient capacity to accommodate new pupils from the development or enough extra places can be created to accommodate them.**

- 2.4** Developers can make a financial contribution to the Council to provide physical space needed to accommodate new pupil places at the local school that would serve the new housing development. This space could be either classroom or other accommodation such as a new hall or canteen, depending on what is needed to permit the intake of new pupils. This allows development to go ahead and means that pupils can attend a school local to where they live.
- 2.5** Alternatively, a developer may wish to directly build an extension to a local school to provide the new space needed. In this case special arrangements will need to be agreed with the Council and set out in a planning obligation legal agreement.
- 2.6** However, it may sometimes be the case that schools are full and there is no possibility of providing extra capacity. For example, there may not be enough space on the site to locate a new classroom. In such circumstances planning permission for new homes will be refused.
- 2.7** Local Plan policy I1 states that development must be supported by 'appropriate' infrastructure. Where there are places available but there are issues with the condition of the school/schools, contributions will be sought to carry out necessary works to ensure school places can be provided that are of a standard that can be considered 'appropriate'.

### 3. When A Financial Contribution Will Be Needed

- 3.1** A financial contribution will be needed for planning applications for housing developments where:-
- The scheme provides 10 or more homes; and
  - There is insufficient capacity in schools; or
  - There is a need for contributions to ensure schools are in an appropriate condition.
- 3.2** When assessing the need for a contribution the Council will consider:-
1. How many pupils a development will generate; and
  2. The available spaces at schools in the school planning area within which the development is located; and
  3. The condition of schools in the school planning area within which the development is located, in particular whether any work is required to ensure the school is fit for purpose and can be considered to be "*appropriate*" infrastructure in line with Local Plan policy I1.

## Supplementary Planning Document: Financial Contributions To Schools

### 4. Number Of Pupils Generated

**4.1** The number of pupils a development will bring is calculated as follows:-

- Primary school pupils - 21 pupils per 100 homes.
- Secondary school pupils - 15 pupils per 100 homes.

These figures have been arrived at using information from the school census 2015.

**4.2** This calculation will be based on the number of homes included in the detailed planning application. Any increase or reduction in this number through revised applications will result in the required contribution being revised accordingly. However, as described below, the principle of a contribution being needed will be established at any outline planning stage.

**4.3** When there are concurrent applications in the same area we need to consider the full impact on schools from all those applications together (rather than considering applications individually).

### 5. When A Financial Contribution Will Not Be Needed

**5.1** The methodology for calculating the number of pupils a development will bring accounts for a standard housing mix, therefore the numbers therefore the numbers arrived at using this methodology will be applied. Evidence will be required from developers if they are seeking to make a case that the particular mix will yield less need for school places.

**5.2** The following types of housing development will not be required to make a financial contribution to schools in any circumstances:-

- Single bedroom homes;
- Homes specifically designed for elderly people;
- Sheltered accommodation; and
- Student accommodation.

**5.3** These types of homes are usually occupied by people who are unlikely to have dependant children of school age living with them. The need for additional school places is therefore also unlikely and so a financial contribution would not be necessary.

**5.4** Where a development scheme includes both 'family' housing and any of the house types listed above, a financial contribution will only be required in relation to the 'family' housing element. Homes that fall into any of the above categories will be excluded from the financial contribution calculations.

### 6. How The Amount Of Financial Contribution Will Be Calculated

**6.1** For the cost of school places the Government recommends using figures from the latest Local Authority Scorecard as a basis of the cost per pupil place. The latest scorecard figure per place for primary schools in Barnsley is £16,202 (as at 2017).



## Supplementary Planning Document: Financial Contributions To Schools

- 6.2** For secondary school places we have looked at costs incurred on a recent secondary school development. The average cost per place is £16,056.
- 6.3** Both these figures are rounded to the nearest thousand, therefore where:-
- Only primary school places are needed, a contribution of £16,000 must be made for each place;
  - Only secondary school places are needed, a contribution of £16,000 must be made for each place;
  - Both primary and secondary school places are needed, contributions of £16,000 must be made for each primary place and of £16,000 for each secondary place.
- 6.4** This is the calculation that will apply in the majority of cases. However, there may be cases where a different approach is needed, depending on what factors are affecting the capacity of the school. For example, if a whole new school is needed and the developer does not want to build this directly, then the contributions required may be different from the figure arrived at using this calculation.
- 6.5** The starting point for assessing if contributions are required to address issues with the condition of schools will be School Condition Reports carried out by the Education and Skills Funding Agency. For schools where these are not in place, we will rely on Academies and Trusts providing us with comparable information. The amount will be determined based on cost estimates of works that may be required to a particular school or schools in the locality.

## 7. How And When The Financial Contribution Will Be Secured

- 7.1** The financial contribution will be secured through a planning obligation. This is allowed by section 106 of the Town and Country Planning Act 1990, as amended by the Community Infrastructure Levy Regulations 2010.
- 7.2** Planning applications may be resolved to be granted, either by officers through delegated powers or by the Planning Regulatory Board, subject to the completion of a planning obligation providing for a financial contribution to school places. The obligation must be signed before planning permission will be granted and the Decision Notice released.
- 7.3** The Planning obligation must specify the amount of the contribution and when it will be paid. The Council will use this guidance note to calculate the amount of contribution required in each case. For outline planning applications the amount of the contribution will not be known. However, an obligation will be required at the outline stage that links the amount of contribution to be made to the calculation formula in this advice note.
- 7.4** The Council will require contributions to be made quickly once building has started on site so that the extra school places can be provided in time for the arrival of new pupils. The precise timing will be set out in the obligation.

## Supplementary Planning Document: Financial Contributions To Schools

### 8. How And When The Financial Contribution Will Be Spent

- 8.1** The planning obligation will specify what the contribution will be spent on. This must relate to creating the additional school places needed to accommodate the new development or ensuring a school is in an appropriate condition to accept pupils. This means that it will only be used in respect of schools local to the new homes built, either to increase capacity or to carry out improvement works required to ensure the condition of the school is appropriate. It will be spent on creating new classroom space or providing other new accommodation where this limits the capacity of the school, or on works required to improve its condition.
- 8.2** Once collected, the money will be held in an Education Service account specifically set aside for financial contributions to schools. It will then be spent on the works identified in the planning obligation as soon as possible. The obligation will include a date by which the contribution must have been spent. This will normally be 10 years from the date the contribution was received by the Council. If it has not been spent by the specified time, then the remaining amount will be returned, including the Council's standard rate of interest.

### 9. How we will determine if a school is local to the development

- 9.1** The starting point for deciding whether contributions to schools are required arising from a development will be to use the broad school planning areas. There are five school planning areas for primary schools and four for secondary schools. These are set out below. Appendix 1 provides more detail on which secondary schools the primary schools generally transfer to within these school planning areas.

Settlement	School Planning Area	
	Primary Schools	Secondary Schools
Urban Barnsley	Central	Central
Urban Barnsley - Darton and Dodworth	North	Central
Cudworth - including Grimethorpe and Shafton	North East	North East
Royston	North East	North East
Dearne - including Goldthorpe, Thurnscoe and Bolton on Dearne	South East	South East
Wombwell - including Darfield	South East	South East

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Hoyland - including Birdwell, Blacker Hill, Elsecar, Hemingfield and Jump	South West	South West
Penistone - including Cubley and Springvale	South West	South West

## Supplementary Planning Document: Financial Contributions To Schools

**Appendix 1.**

The following table lists those primary schools which generally constitute 5% or more of the total intake of a particular secondary school. This is provided to give further detail on the school planning areas:

<b>Secondary School</b>	<b>Transferring Primary Schools</b>
Barnsley Academy	Hunningley Oakhill Worsbrough Bank End The Forest The Mill
Darton College	Darton Wellgate Wilthorpe Kexborough Mapplewell Barugh Green
Holy Trinity 3-16 Secondary Phase	Holy Trinity Primary Phase Transfers Royston St John's Holyrood Carlton
Horizon Community College	Joseph Locke Ward Green Summer Lane Shawlands Wilthorpe St Mary's CE Keresforth Burton Road Worsbrough Common Gawber Doncaster Road

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Kirk Balk Community college	Hoyland Common Greenfield Birdwell West Meadows Jump Tankersley St Helen's Catholic The Ellis
Netherwood ALC	High View Kings Oak Wombwell Park Street Upperwood The Darfield Academy All Saints Sandhill
Outwood Academy Carlton	Athersley South Athersley North Carlton Parkside St Helen's Primary Academy Laithes Primary Summer Fields Meadstead
Outwood Academy Shafton	Littleworth Grange PLC Cudworth Churchfield Cherry Dale Milefield Birkwood Shafton Ladywood Brierley CE

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Penistone Grammar ALC	Penistone St John's Springvale Silkstone Thurgoland CE Silkstone Common Oxspring Cawthorne CE
The Dearne ALC	The Hill Carrfield Highgate Lacewood Gooseacre Heather Garth Dearne Goldthorpe



**Supplementary Planning Document**  
**Heritage Impact Assessment**

**Adopted May 2019**





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## Supplementary Planning Document: Heritage Impact Assessment

### 1. About this guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** This document offers guidance to landowners, architects, agents and builders on how to produce a heritage impact assessment or HIA. HIA's are commonly required in support of any application affecting a heritage asset such as a listed building, conservation area, scheduled monument or significant archaeology.

### 3. Policy

- 3.1** This document supplements Local Plan policy HE2 which states as follows:
- 3.2** Proposals that are likely to affect known heritage assets or sites where it comes to light there is potential for the discovery of unrecorded heritage assets will be expected to include a description of the heritage significance of the site and its setting.
- This description will need to include an appropriate but proportionate level of detail that allows an understanding of the significance of the asset but no more than is necessary to understand the impact of the proposal.
  - For sites with significant archaeological potential, a desk based assessment may be required in line with the provisions of Policy HE6.
  - Applications made in outline form will not be accepted for proposals which will affect a conservation area, a listed building or any other designated heritage asset. In such cases, sufficiently detailed plans and drawings to enable an assessment to be made of the likely impact of the development upon the significance of any heritage assets affected will be required.

## Supplementary Planning Document: Heritage Impact Assessment

### National Policy (The National Planning Policy Framework) July 2018

- 3.3** In order to comply with the advice set out in Paragraph 189 of the National Planning Policy Framework (NPPF), applicants are required to provide a description of the significance of the heritage asset and/or its setting. This can be presented in the form of a Heritage Impact Assessment (HIA). This assessment should provide the Planning Authority with enough information to understand the impact of the proposals on the significance of any heritage assets affected. The submission of inadequate information may lead to your application for Planning Permission or Listed Building Consent being made invalid.

## 4. Statutory Legislation

### The Planning (Listed Buildings and Conservation Areas) Act 1990

- 4.1** The Planning (Listed Buildings and Conservation Areas) Act 1990 provides specific protection for buildings and areas of special architectural or historic interest. These (designated) buildings or areas (also known as assets) receive enhanced and legal protection under this act.
- 4.2** It is a criminal offence not to seek consent or permission, and to undertake works, without the required consent to a listed building or for the demolition of a building in a conservation area.

### The Ancient Monuments and Archaeological Areas Act 1979

- 4.3** Under the Ancient Monuments and Archaeological Areas Act 1979, scheduled ancient monument consent is required for most works which will affect a scheduled monument.

## 5. Why is a heritage impact assessment needed?

- 5.1** Understanding the significance of a historic building, a collection of buildings, an area, or archaeology (the 'asset') and the possible impact of the proposed scheme on this significance is the key to good conservation practice. Good information, available from the outset, can speed up the processing of applications, reduce costs and lead to better overall design.
- 5.2** If the significance of a site has been clearly understood from the outset (based on how the site has changed through time and what survives today), then both the applicant and the Planning Authority can better understand the impact of the proposal and seek to minimise this. As such it is important to understand the significance of a heritage asset when considering proposals to alter, demolish or extend the asset or develop within its setting. An early understanding of the significance will inform the direction of an application and help provide a clear and convincing justification of the proposal as required by the NPPF.

## Supplementary Planning Document: Heritage Impact Assessment

### 6. When is a heritage impact assessment needed?

- 6.1** A HIA is needed for any application that directly affects a heritage asset or its setting and will always be required for the following types of application:
- Applications for Listed Building Consent;
  - Applications for Planning Permission for development attached to a listed building;
  - Applications for Planning Permission for development clearly within the setting of a listed building;
  - Applications for Planning permission for development inside or clearly within the setting of a Conservation Area;
  - Applications for Planning Permission for development likely to affect a Scheduled Ancient Monument;
  - Applications for Planning Permission for development inside or clearly within the setting of Registered Parks and Gardens;
  - Applications for Planning Permission for demolition in a Conservation Area.
- 6.2** There may also be a requirement for an HIA when a proposal has the potential to impact a non-designated heritage asset or its setting. Non-designated heritage assets may include archaeological sites that have never been assessed or not statutorily designated but have a heritage value. Carrying out a pre-application meeting with the Planning Service will ensure that will ensure that any heritage assets or their setting that are likely to be affected by the proposed development are identified at the earliest stage.

#### Is there a requirement to include this information as well as a Design and Access Statement?

- 6.3** Yes, where works are directly proposed to a heritage asset or its setting. The HIA may form part of the Design and Access Statement but the Design and Access Statement is not a substitute for it.

### 7. What information is required?

- 7.1** In accordance with the NPPF, the level of information provided should be appropriate and proportionate to the significance of the heritage asset and the potential impact of the proposal upon that significance. For example, for an application that includes substantial demolition of a heritage asset, it is reasonable to expect an applicant to provide a thorough and detailed understanding of the asset and a thorough explanation of the impact of the demolition on the asset and its setting. An application for a minor alteration to part of the asset is likely only to require information on the affected part of the asset, with only a brief explanation of how the impact relates to the significance of the asset as a whole. However,



## Supplementary Planning Document: Heritage Impact Assessment

it should be borne in mind that a minor alteration could potentially require a more detailed assessment where it is likely to affect an asset of the highest importance.

### Stage 1: Gather known information about the building or site

#### a) Documents relating to the heritage asset

**7.2** Heritage assets, especially when designated, will have some documentary information about them. For example, all listed buildings have a List Description, all Scheduled Ancient Monuments have written schedules and Registered Parks and Gardens have full detailed descriptions that include their historic development.

**7.3** The Historic Environment Record (HER) held by the South Yorkshire Archaeology Service should be consulted as part of the information gathering stage. The Conservation Officer at Barnsley MBC will also have information on individual assets and on the historic environment as a whole. Documentary evidence may also be obtained from other external archival sources and Barnsley Archives would be a good starting point for this.

#### Useful Sources of Information:

- Conservation Officer; 01226 772576,  
[buildingconservation@barnsley.gov.uk](mailto:buildingconservation@barnsley.gov.uk) Design& Conservation  
Westgate Plaza One  
PO Box 603  
Barnsley  
S70 9FE  
<https://www.barnsley.gov.uk/services/conservation/>
- South Yorkshire Archaeology Service (Historic Environment Record); 0114 2736354,  
[syorks.archservice@sheffield.gov.uk](mailto:syorks.archservice@sheffield.gov.uk)  
  
South Yorkshire Archaeology Service  
Development Services  
Howden House  
1 Union Street  
Sheffield  
S1 2SH  
[www.sheffield.gov.uk/syas](http://www.sheffield.gov.uk/syas)
- Barnsley Archives and Local Studies; 01226 773950, [archives@barnsley.gov.uk](mailto:archives@barnsley.gov.uk)  
Town Hall  
Church Street  
Barnsley  
South Yorkshire  
S70 2TA
- The National Heritage List for England (English Heritage):  
<https://historicengland.org.uk/advice/hpg/heritage-assets/nhle/>

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- Heritage Gateway:  
[www.heritagegateway.org.uk](http://www.heritagegateway.org.uk).
- Pastscape:  
<https://www.pastscape.org.uk/>
- British Listed Buildings:  
<https://britishlistedbuildings.co.uk/>

**7.4** Please note that there are numerous other information sources. Please contact the Conservation Officer for details.

### b) Photographs, including historic photographs

**7.5** A good set of colour photographs showing the proposal site should be included. There may also be historic photographs of the site, which can often reveal information about how the building has changed and can provide justification for proposed alterations or inform the design of an alteration or extension.

#### Sources for Historic Photographs:

- YOCOCO (Yorkshire Coal Communities) – Barnsley Archives image database;  
<https://wwwapplications.barnsley.gov.uk/librarydigitisation/>
- Tasker Trust - <http://www.taskertrust.co.uk>
- Viewfinder (English Heritage): <http://viewfinder.english-heritage.org.uk>
- Images of England (Listed Buildings): <http://www.imagesofengland.org.uk/>
- Francis Frith: <http://www.francisfrith.com/>
- Parish Councils
- Local History Groups
- Local historic photograph publications

### c) Historic maps

**7.6** Maps can help in the understanding of the historic layouts of sites and buildings, the relationship with other buildings/structures and surrounding landscapes or gardens. An examination of historic maps may reveal how the site has changed and developed, providing evidence for identifying different building phases. There are many sources of historic and modern maps, such as enclosure and tithe maps, to the more detailed Ordnance Survey maps which were first drawn in the mid- 19th century. The types of maps that you should consult will very much depend on the age of the heritage asset and your proposals. The amount of research should be **proportionate** to proposals.

## Supplementary Planning Document: Heritage Impact Assessment

### Sources of Information:

- Barnsley Archives and Local Studies; 01226 773950, [archives@barnsley.gov.uk](mailto:archives@barnsley.gov.uk); <http://www.experience-barnsley.com/archives-and-discovery-centre>
- South Yorkshire Historic Environment Characterisation Study; [http://archaeologydataservice.ac.uk/archives/view/syorks\\_hlc\\_2012/](http://archaeologydataservice.ac.uk/archives/view/syorks_hlc_2012/)
- South Yorkshire Archaeology Service (Historic Environment Record); 0114 2736354, [syorks.archservice@sheffield.gov.uk](mailto:syorks.archservice@sheffield.gov.uk); <https://www.sheffield.gov.uk/content/sheffield/home/planning-development/south-yorkshire-archaeology-service.html>
- National Library of Scotland (includes Great Britain): <https://maps.nls.uk/>
- Ordnance Survey (via NLS) maps 1842 – 1952: <https://maps.nls.uk/os/6inch-england-and-wales/>
- Old Maps; <http://www.old-maps.co.uk/index.html>
- Old Maps Online; <http://www.oldmapsonline.org>
- A Vision of Britain: <http://www.visionofbritain.org.uk/maps>
- Magic: <http://www.magic.gov.uk>

**7.7** Please note that there are numerous other information sources. Please contact the Conservation Officer for details.

### d) Other sources

**7.8** Many buildings and areas in the borough are referred to in other sources of information, often published by local historians or history groups. In addition, the council may hold reports on buildings or sites. Where an asset lies within a conservation area, there may be a conservation area appraisal written. Historical directories can be useful sources, especially where the site or building was built for a community purpose, often providing dates of construction, architects and benefactors.

### Sources of Information:

- Barnsley Archives and Local Studies; 01226 773950, [archives@barnsley.gov.uk](mailto:archives@barnsley.gov.uk)
- National Archives: <http://www.nationalarchives.gov.uk/>
- National Monuments Record: <https://historicengland.org.uk/images-books/archive/>
- The British Library: <http://www.bl.uk>

## Supplementary Planning Document: Heritage Impact Assessment

- Historical Directories: <http://www.historicaldirectories.org>
- Pevsner's Architectural Guides (book);

**7.9** Please note that there are numerous other information sources. Please contact the Conservation Officer for details.

### Stage 2: Written Description

**7.10** A written description should also be provided, although the amount and type of information will depend on the nature of the heritage asset and the scale/type of proposal. If appropriate, you could include copies of any relevant documents discovered as part of Stage 1. The following, to a greater or lesser extent should be included:

- A. A description of the building/structure/site and its setting (this may include important views towards and away from the heritage asset) The description should include information on architectural style, date(s) of construction, materials and notable characteristics generally and specifically in the location of the proposals. Where proposals affect the setting of a heritage asset you may wish to make reference, if appropriate, to other buildings in the grounds/garden, details of landscaping and views towards and away from the application site.
- B. A summary of the building/structure/site's architectural, archaeological or historical significance. Significance is what people value about the heritage asset. This will often be the architectural interest, but can also be social, community, economic or environmental value. Unusual or rare features will usually have a higher level of significance. Significance will often be derived from the age of the fabric of a building. For example, late 20th century extensions to an 18th-century farmhouse will not usually be considered to be as significant as the earlier original fabric. Where a heritage asset has numerous phases of development, or differing levels of significance, plans can be used to show this effectively. Where a heritage asset forms part of a group, consider the group value or cumulative significance i.e. the significance it has by virtue of being in the presence of other assets. Group value could be due to a functional relationship or a fortuitous grouping.

### Stage 3: Proposals and Justification

**7.11** The Planning Authority must clearly understand your proposals and the reasoning for them. Through a good understanding of the heritage asset, your proposals should be designed to avoid or minimise any harm to the significance of the heritage asset. A written explanation should be provided outlining your proposals and justifying them. Your explanation should answer the following questions:

- Do you understand the heritage asset well enough to make an informed decision?
- Why is the proposed work required?
- Could your requirements be met in a different way?

## Supplementary Planning Document: Heritage Impact Assessment

- What would the benefits be of the proposed work?
- Could the proposed work harm the heritage asset or put it at risk in any way?
- Will the benefits outweigh any harm?
- Could you avoid (mitigate) any minor impacts on the heritage asset?
- Is the scale, design, materials proposed for any proposed works appropriate?
- Is any proposed work in the least damaging place?

**7.12** Where an application site includes, or is considered to have the potential to include, archaeological interest, an appropriate desk based assessment or a field evaluation may be required. It is advisable to discuss the archaeological implications with the South Yorkshire Archaeology Service:

0114 2736354

[syorks.archservice@sheffield.gov.uk](mailto:syorks.archservice@sheffield.gov.uk)

South Yorkshire Archaeology Service

Development Services

Howden House

Union Street

Sheffield

S1 2SH

[www.sheffield.gov.uk/syas](http://www.sheffield.gov.uk/syas)

### How Much Detail and who can help?

**7.13** The level of detail in the assessment will depend on the heritage asset and the extent of the proposal. The HIA should be written by anyone competent to do so. In some cases, this may be the owner (i.e. householder), but for a complex heritage asset with high levels of significance, it is advisable to employ a heritage professional (i.e. conservation planner, architectural historian or building archaeologist). If using an architect/agent to submit any application on your behalf, they may also be capable of producing an assessment.

## Supplementary Planning Document: Heritage Impact Assessment

### Glossary

#### **Heritage Asset**

A building, monument, site, place, area or landscape identified as having a degree of historic Significance

#### **Heritage Impact Assessment (HIA)**

The process of establishing the impact of a proposal on the significance of a place and identifying ways of mitigating any adverse impacts.

#### **Historic Environment Record (HER)**

Historic Environment Records are information services that provide access to a range of resources relating to the historic environment of a defined geographic area for public benefit and use.

Typically, they comprise databases and / or files linked to a geographic information system (GIS) and associated reference material, together with a dedicated staffing resource.

#### **Mitigation**

Action taken to reduce potential damage to significance. This may include avoiding damage, design solutions, options appraisal or seeking further information, as well as, where damage is unavoidable, recording elements that will be destroyed.

#### **Setting**

The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.

#### **Significance**

The value of a heritage asset to this and future generations because of its heritage interest which may be historic, architectural, archaeological, or artistic.

### Contact Us

- Conservation Officer; 01226 772576, [buildingconservation@barnsley.gov.uk](mailto:buildingconservation@barnsley.gov.uk)  
Design & Conservation  
Westgate Plaza One  
PO Box 603  
Barnsley  
S70 9FE



**Planning Advice Note**

**Hot Food Takeaways**

**Adopted May 2019**





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## Planning Advice Note: Hot Food Takeaway

### 1. About this Guidance

- 1.1** This Planning Advice Note sets out the Council's approach to dealing with hot food takeaways in respect of meeting the Council's health and wellbeing agenda. It should be read in conjunction with the SPD on hot food takeaways.

### 2. Introduction

- 2.1** Hot food takeaways are controlled by a range of different regulations and a number of statutory requirements must be satisfied before trading can begin. This note has been prepared to deal principally with the land use issues. However policies which promote good public health are to be encouraged and the planning system is an important tool for improving health and well-being.
- 2.2** This Planning Advice Note sets out the Council's priorities and objective in relation to the planning control of hot food takeaways. It elaborates upon existing and emerging policy in relation to health and wellbeing.

#### Use Classes Order

- 2.3** Establishments whose primary business is for the sale of hot food for consumption off the premises fall within the Use Class A5 (as defined by the Town and Country Planning (Use Class) Order 1987 (as amended)). The proposed layouts of such premises provide a clear guide as to whether the use of the premises will fall into the A3 (restaurant) or the A5 (hot food takeaway) Use Class. In determining the dominant use of the premises consideration will be given to:
- The proportion of space designated for hot food preparation and other servicing in relation to designated customer circulation space; and/or
  - The number of tables and chairs to be provided for customer use;
  - The percentage of the use to the overall turnover of the business.

### 3. Policy

The National Planning Policy Framework section 8 "Promoting Healthy and Safe Communities" states that "*Planning policies and decisions should aim to achieve healthy, inclusive and safe places which: enable and support healthy lifestyles, especially where this would address identified local health and well-being needs – for example through the provision of safe and accessible green infrastructure, sports facilities, local shops, access to healthier food, allotments and layouts that encourage walking and cycling*".

The following extract from Local Plan policy D1 High Quality Design and Placemaking is relevant where it states that development should:

- **Contribute to place making and be of a high quality that contributes to a healthy, safe and sustainable environment.**

## Planning Advice Note: Hot Food Takeaway

- In terms of place making, development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

### 4. Further Advice

#### Planning

- 4.1** The Hot Food Takeaway Supplementary Planning Document advises that pre-application discussion about the suitability of a particular property may avoid the submission of an application where the proposal would create an unacceptable impact on the environment. If you have any questions or queries, initial contact should be made with Development Management. Telephone number 01226 772595.

#### Regulatory Services

- 4.2** As set out in the Hot Food Takeaway Supplementary Planning Document, for advice on the control of noise and odour, food hygiene, or health and safety, contact Regulatory Services on 01226 773555.

#### Licensing

- 4.3** For advice on the licensing of late night refreshments, contact Legal Services, Licensing on 01226 773843.

### 5. Health

- 5.1** Levels of obesity and excessive weight are a health concern in Barnsley. 73.1% of Barnsley adults are either overweight or obese which is 12% higher than the national average. Over a third of Barnsley's 10-11 year olds are overweight or obese and 18% of 4 to 5 year olds carry excess weight (Public Health England 2018). BMBC has revised its Public Health Strategy (2018-2021) with food as one of the priorities. A food plan has been introduced to improve and diversify the local food environment, increase access to healthy, good quality food, reduce obesity levels and improve obesity related health outcomes, such as diabetes and cardiovascular disease.
- 5.2** People who are overweight or obese have a higher risk of getting type 2 diabetes, heart disease and certain cancers. Excess weight can also affect self-esteem and mental health. The Government is spending £5 billion a year to tackle obesity. The wider cost to the economy is estimated to be £20 billion a year once factors such as lost productivity and sick days are taken into account.<sup>1</sup>

#### Hot Food Takeaways and Obesity

- 5.3** In 2018 Public Health England (PHE) emphasised that local physical surroundings have a large impact on the population as residents are now living in an environment which encourages unhealthy behaviours, such as eating more high calorie food and exercising

<sup>1</sup> Source: Public Health England, 2018 (adult data based on Active Lives survey, Sport England 2016-17 and children's data taken from the National Childhood Measurement Programme 2017-18)

## Planning Advice Note: Hot Food Takeaway

less. One of the biggest factors influencing our choices is the density of hot food takeaways.

- 5.4** PHE also advise that many of our streets are saturated with fast food outlets, selling food such as chips, burgers, kebabs, fried chicken and pizza. The sheer density of these outlets make it easier for us to consume too much, too often – and the fact that most outlets have no or limited nutrition information in store can make informed choices difficult. While not all fast food is unhealthy, it is typically high in saturated fat, salt and calories. Excess calorie consumption is the root cause of the obesity crisis, with overweight or obese children consuming up to 500 extra calories per day, depending on their age and sex.

### Hot Food Takeaways and Schools

- 5.5** PHE (2018) also advises that children with excess weight are more likely to be overweight or obese as adults, increasing their risk of preventable diseases such as type 2 diabetes, heart disease and some cancers. With a third of Barnsley's children leaving primary school overweight or obese, shaping our food environment is an important part of supporting healthier lifestyles.
- 5.6** Both the built and natural environments can have an influence on our health and wellbeing. Children may find it more difficult to make healthier choices when exposed to so many fast food options, whether on their way to and from school or out with friends.
- 5.7** Continuing to permit school children access to food sold in hot food takeaways, often high in fat, salt and sugar, will perpetuate poor food choice. Restricting the development of hot food takeaways within a ten minute walking distance of the school (i.e. a 400m radius) will limit children's exposure.
- 5.8** The table below displays population figures by electoral ward, compared to the number of hot food takeaways and local childhood obesity data.



## Planning Advice Note: Hot Food Takeaway

## Barnsley Ward Data

Table 1

Ward Name	Ward Population	Number of Outlets 2018: BMBC Local Data Source	Excess Weight in 4-5 year olds	Excess Weight in 10-11 year olds
Central	11,115	40	19.4%	34.9%
Cudworth	10,977	16	17.7%	26.4%
Darfield	10,686	11	20.5%	37.2%
Darton East	10,676	9	18.3%	35.1%
Darton West	10,669	12	28.2%	37.2%
Dearne North	10,498	19	18.1%	37.9%
Dearne South	11,889	13	24%	33.5%
Dodworth	9,777	5	19%	27.9%
Hoyland Milton	11,852	19	19.7%	27.5%
Kingstone	10,680	11	20.5%	30.8%
Monk Bretton	10,785	12	20.3%	37.9%
North East	13,189	11	17.5%	30.9%
Old Town	10,811	3	20.5%	31.4%
Penistone East	11,587	0	18.1%	33.4%
Penistone West	11,322	8	24.3%	35.6%
Rockingham	11,062	6	18.4%	26.2%
Royston	10,728	8	18.5%	28.4%
St Helens	10,250	7	15.1%	29.8%
Stairfoot	11,510	10	21%	36.9%
Wombwell	11,477	17	25.6%	36.7%
Worsbrough	9,682	10	20.4%	30.5%

Ward Population Data Source: 2011 Census.

Number of Hot Food Takeaway units and applications in Barnsley (received and in business between 2015 and 2018), in line with electoral wards and population figures. Source: BMBC 2018.

Child Excess Weight data source: PHE 2018, three year aggregated data

## Planning Advice Note: Hot Food Takeaway

### 6. Part 2 – Guidance

#### Is planning permission required?

- 6.1** As set out in the Hot Food Takeaway Supplementary Planning Document, planning permission is required to build new premises for an A5 use. The Town and Country Planning (Use Classes) Order 1987 (as amended) subdivides different development types into separate classes of use. The Order also provides details on when planning permission is required to change from one particular use to another.
- 6.2** Where a property currently has permission for use as a hot food takeaway, planning permission is not usually required to use the property for any other type of hot food takeaway. However, the conditions attached to the previous planning permission, such as restrictions on opening hours, will still apply. External building works or alterations that materially change the appearance of an existing hot food takeaway, such as the building of an extension or the installation of a new shop front to the property will usually require planning permission.
- 6.3** Separate advertisement consent is sometimes required to display shop advertisements. For example, consent would be required for signs above fascia level, including projecting signs or banners, and illuminated signs of any kind.

#### Planning Application Considerations

In addition to those considerations set out in the Hot Food Takeaway Supplementary Planning Document, the additional considerations arising from this Planning Advice Note are:

1. Over Proliferation

In assessing applications for an A5 use, consideration will be given to the number of hot food takeaways already present in each ward as per Table 1. The NPPF states that “planning decisions should aim to achieve healthy, inclusive and safe places which: enable and support healthy lifestyles”. The greater the number of hot food takeaways within a ward the more likely it therefore is that proposals for further A5 uses would be in conflict with this part of the NPPF.

2. Proximity to Schools

Outside District or Local Centres, proposals for Hot Food Takeaways within 400m of a secondary school or Advanced Learning Centre (ALC), will have regard to guidance from Public Health England on the link between childhood obesity and proximity to Hot Food Takeaways. District and Local Centres are areas of shopping and services as outlined in the Local Plan and will be measured as a circular buffer taken from the centre of the school or ALC.

## Planning Advice Note: Hot Food Takeaway

### 3. Location where there are high levels of obesity

In assessing applications for an A5 use, consideration will be given to levels of excess weight of 10-11 year old pupils. The NPPF states that “planning decisions should aim to achieve healthy, inclusive and safe places which: enable and support healthy lifestyles” Proposals for hot food takeaways within a ward where more than 32% of 10-11 year old pupils are classed as having excess weight are therefore more likely to be in conflict with this part of the NPPF.

### 4. Health Impact Assessment

Applications for A5 uses will be required to include a Health Impact Assessment (HIA). The HIA will be taken into consideration during assessment of the application.

## 7. Annex – Health Impact Assessment

### Barnsley Hot Food Takeaways

#### Health Impact Assessment checklist - guidance for planners

This HIA checklist is a practical approach used to judge the effects of the planning application on the health and wellbeing of different groups of people. The findings of the HIA checklist will inform recommendations as to how any positive health impacts of the planning application may be maximised and any negative impacts reduced.

#### How to use this checklist

**Description of Impact** – Think about what impact the proposal may have with regard to each of the themes listed. Give details of how the proposal will impact on each specific group or population.

**Recommendations** - Write recommendations in these columns detailing how positive impacts could be maximised and negative impacts minimised.

A5 uses will be required to use this health impact assessment checklist.

1. Will any population groups be adversely affected by this application? e.g. minority ethnic groups (including traveller communities, refugees & asylum seekers), people living with a disability, older people, children and young people, people living on low incomes.

Yes/No – please state which groups and potential impact

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## Planning Advice Note: Hot Food Takeaway

2. What are the positive and negative impacts of the application, and how would they be mitigated or maximised?

**Table 2**

<b>Issue</b>	<b>Describe any impacts</b>	<b>Recommendation – How will negative impacts be mitigated?</b>	<b>Recommendation – How will positive impacts be maximised?</b>
Noise			
Odour			
Contaminated land e.g. disposal of oil			
Air Quality			
Litter			
Anti-social behaviour			
Healthy Eating			
Working Conditions			
Accidental injury & public safety			

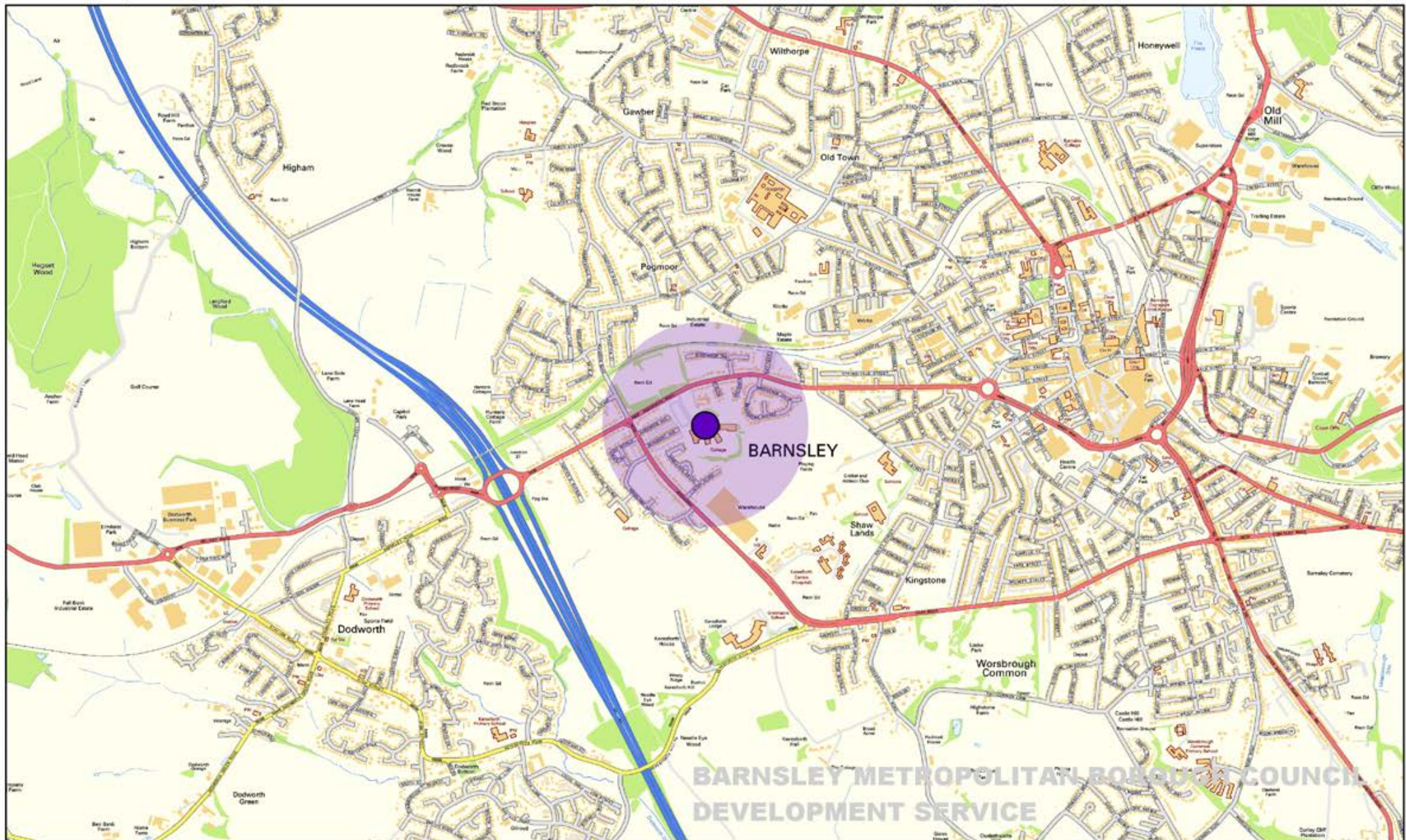
Planning Advice Note: Hot Food Takeaway

Other issues			
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*This template has been amended from the Gateshead Hot food Takeaway SPD 2015*



# Barnsley Town Centre



Scale 1:20000

Drawn by: ML

KEY



Schools



400m Buffer



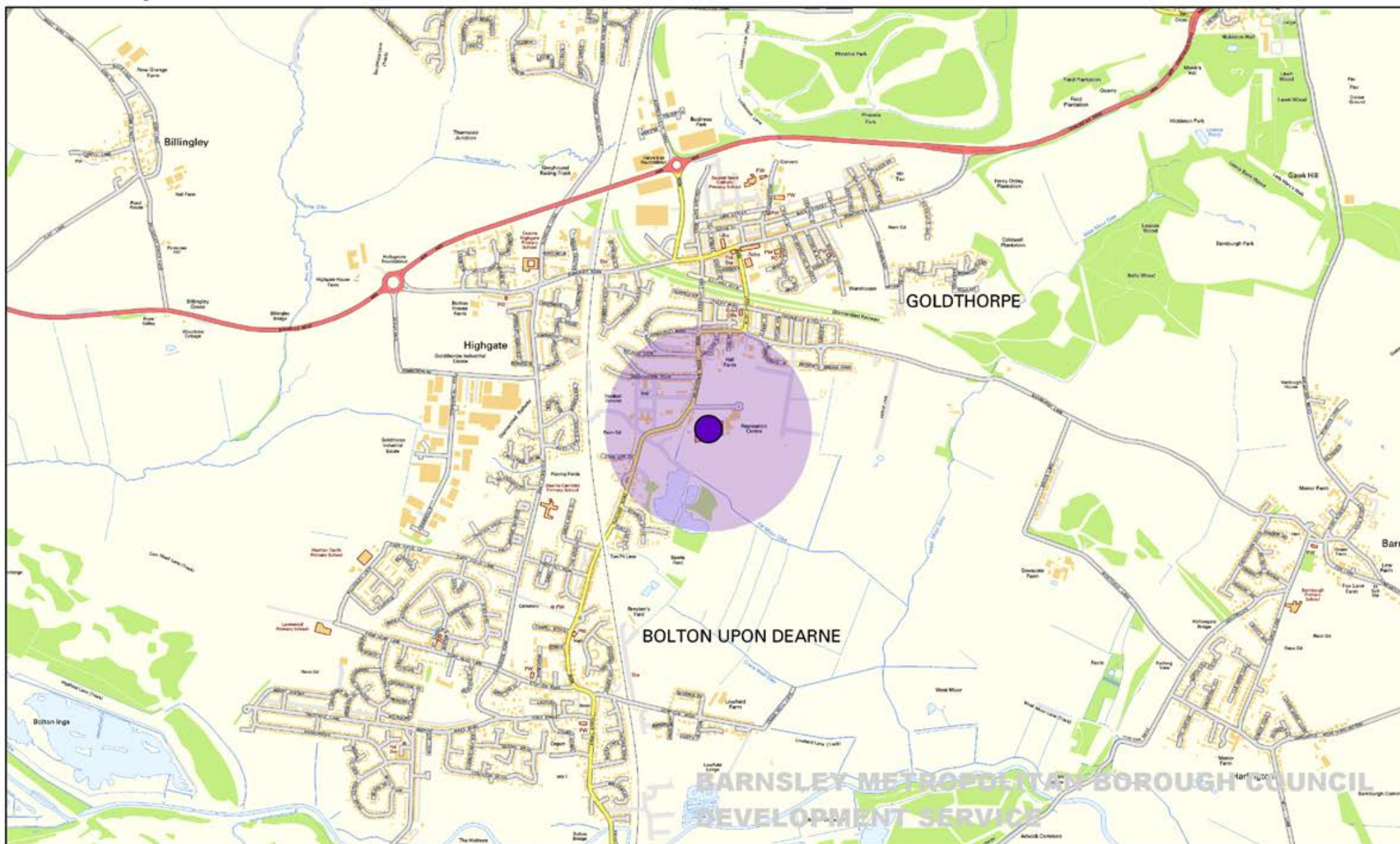
**BARNSELEY**  
Metropolitan Borough Council

**Regeneration & Property**

Service Director: David Shepherd  
PO Box 604, Barnsley, S70 9FE  
Tel: (01226) 772621



# Goldthorpe & Bolton-on-Dearne



Scale 1:20000

Drawn by: ML

**KEY**

-  Schools
-  400m Buffer



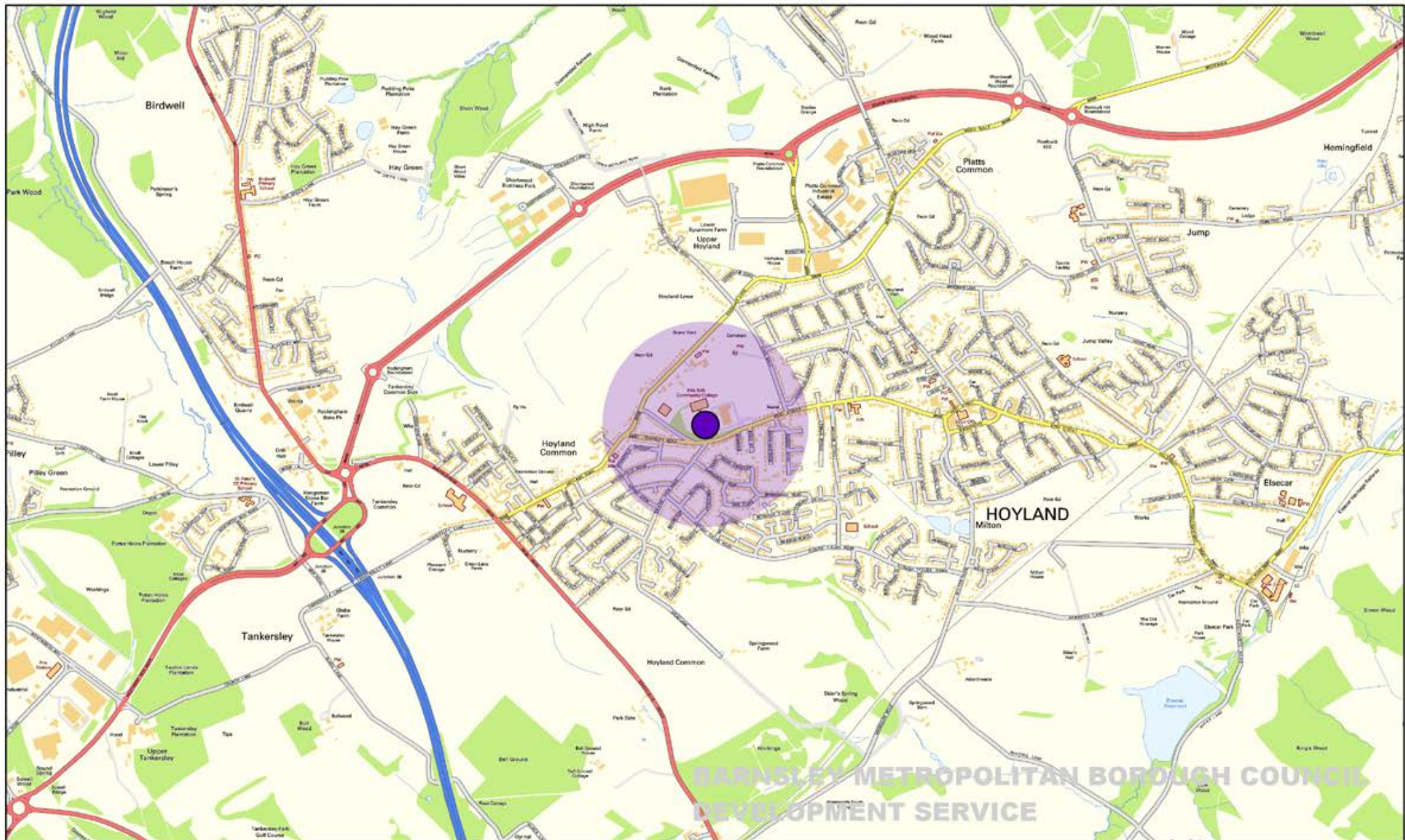
**BARNSELY**  
Metropolitan Borough Council

**Regeneration & Property**

Service Director: David Shepherd  
PO Box 604, Barnsley, S70 9FE  
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# Hoyland



Scale 1:20000

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KEY



Schools



400m Buffer



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# Kexbrough, Darton, Staincross & Mapplewell



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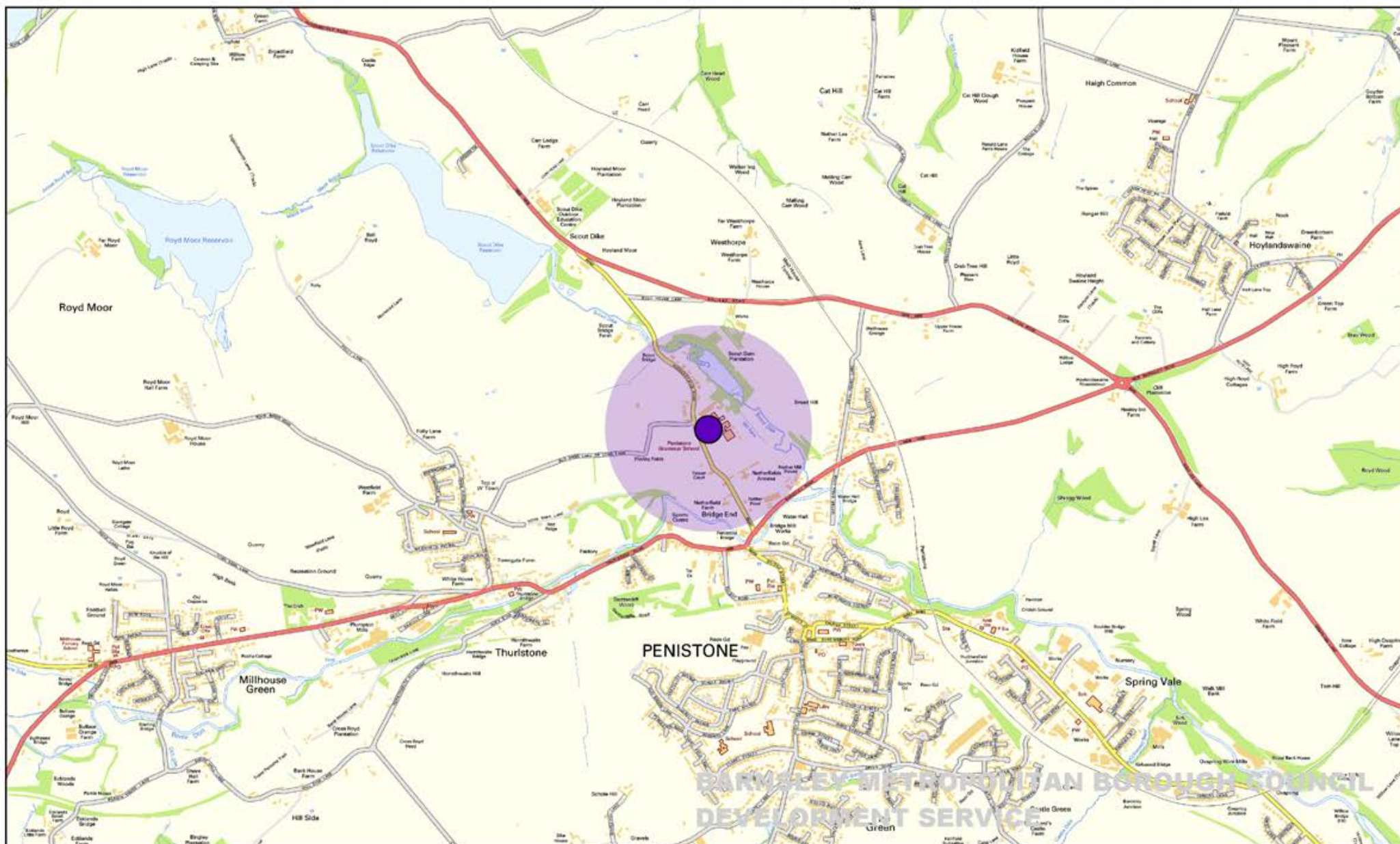
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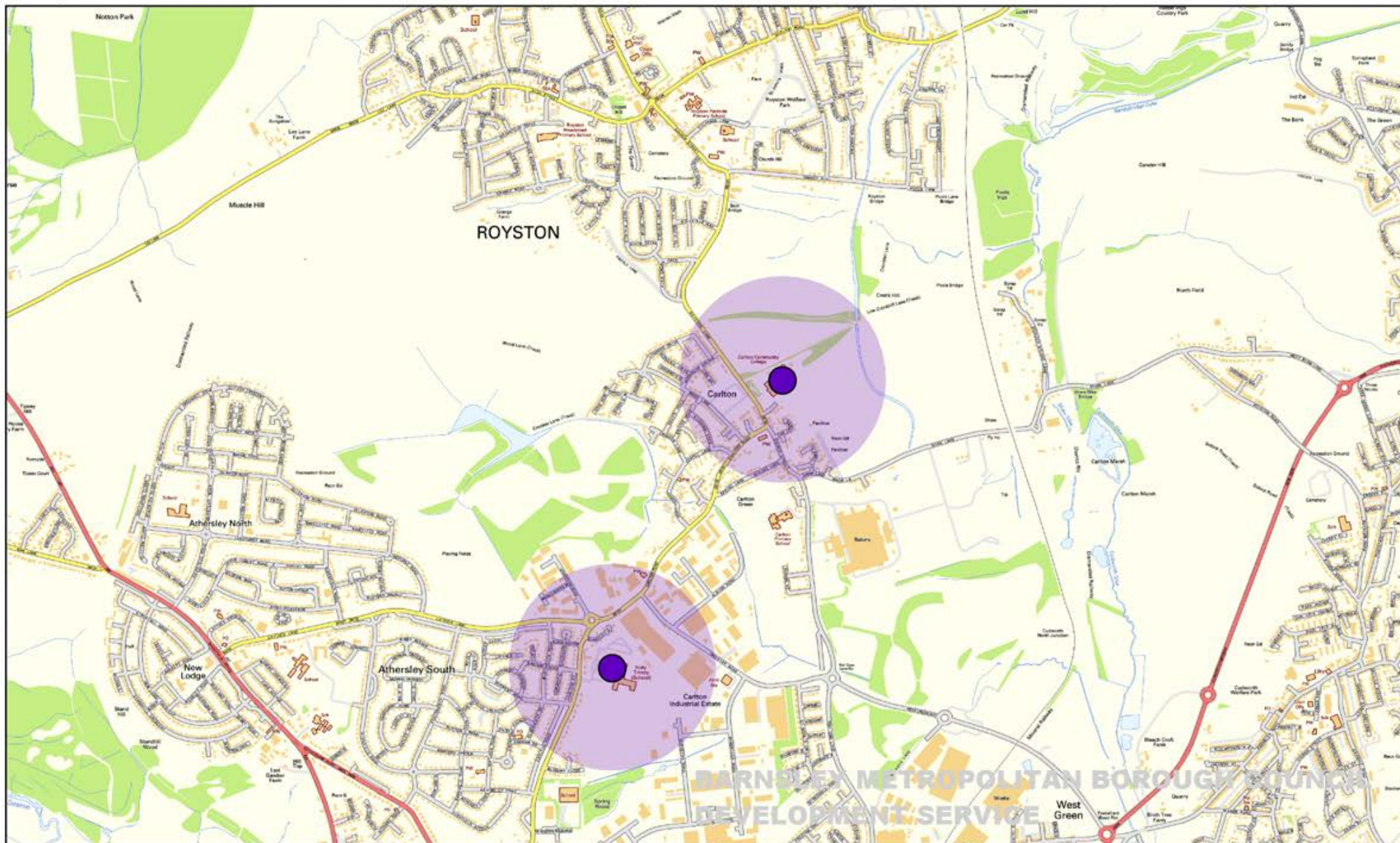
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# Royston, Carlton & Athersley



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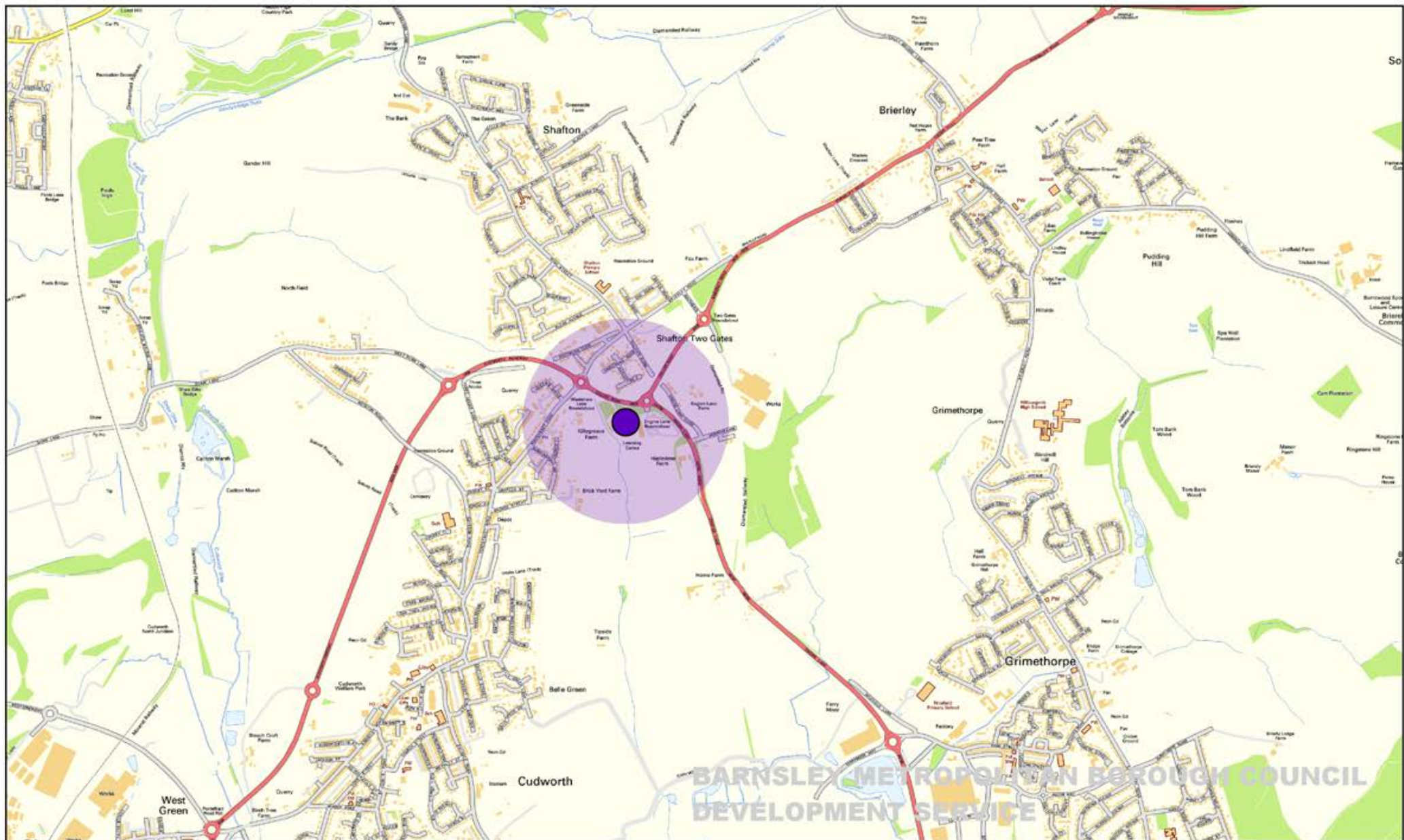
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# Shafton & Grimethorpe



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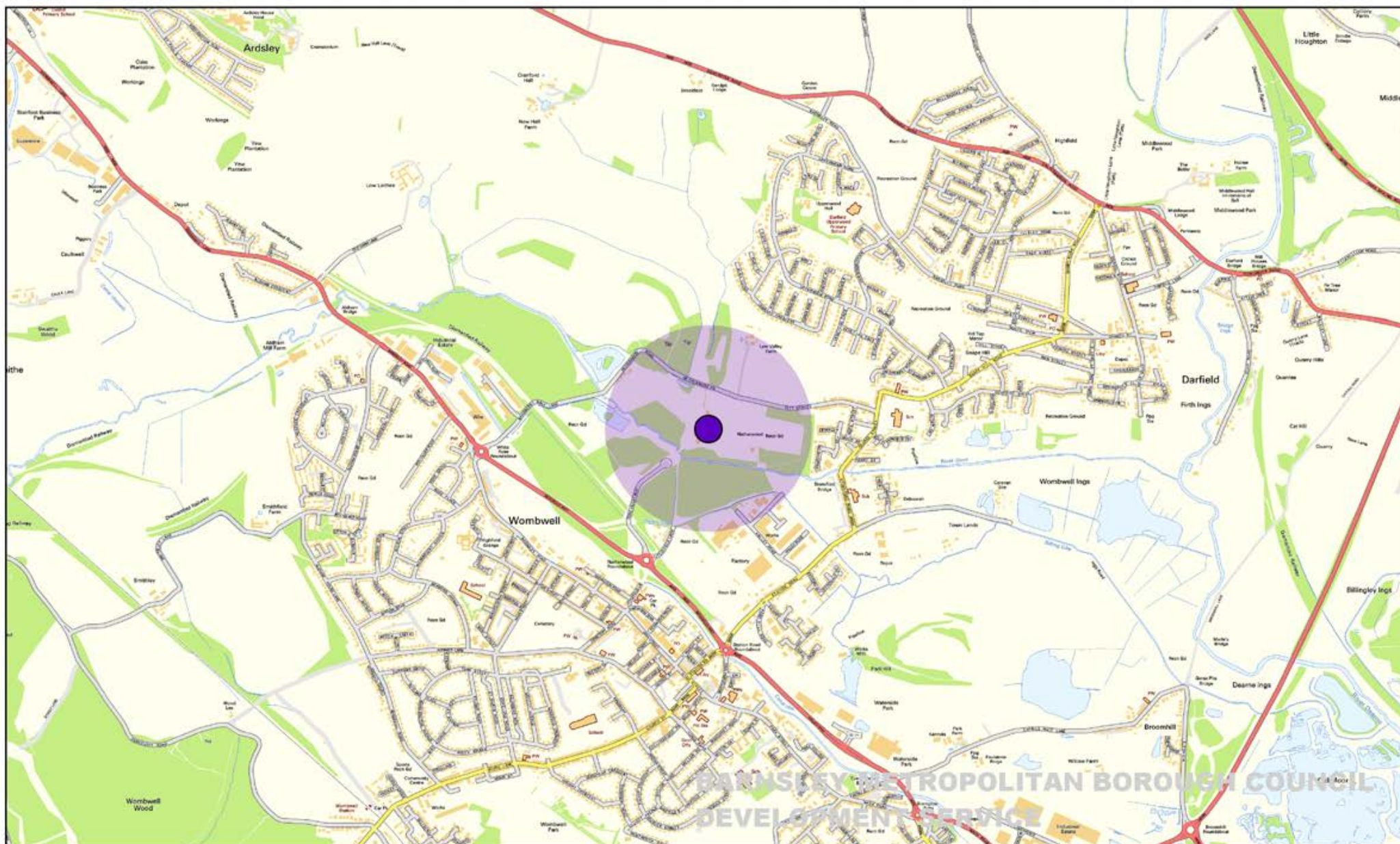
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# Wombwell & Darfield



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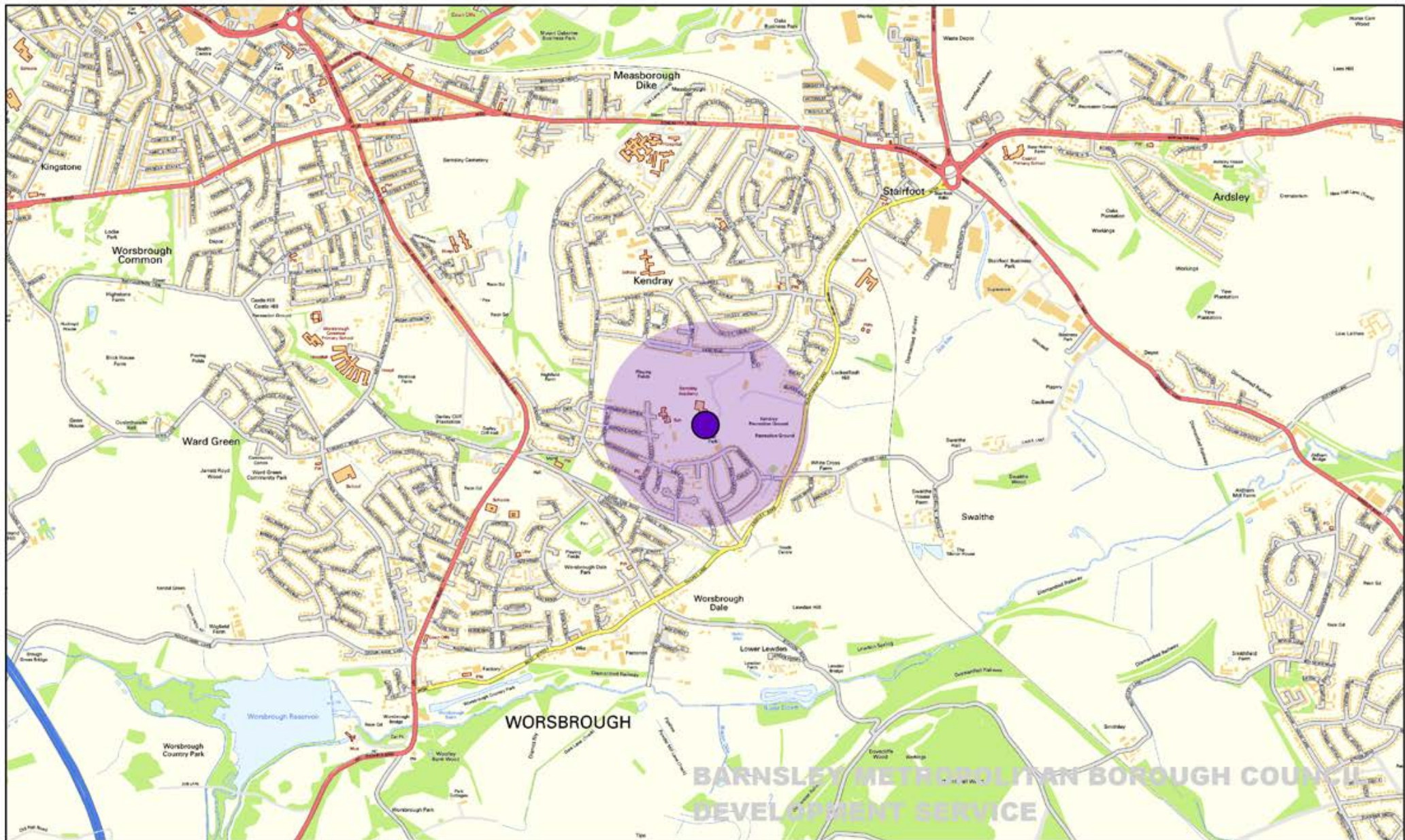
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# Worsbrough & Kendray



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**Supplementary Planning Document**

**Hot Food Takeaways**

**Adopted May 2019**





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## Supplementary Planning Document: Hot Food Takeaways

### 1. About this Guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** Hot food takeaways are controlled by a range of different regulations and a number of statutory requirements must be satisfied before trading can begin. This note has been prepared to deal principally with the land use issues. However policies which promote good public health are to be encouraged and the planning system is an important tool for improving health and well-being.
- 2.2** As levels of obesity and excessive weight are growing health concerns in Barnsley, a Planning Advice Note has also been prepared on the subject of Hot Food Takeaways. This Supplementary Planning Document should be read in conjunction with this Planning Advice Note.

#### Use Classes Order

- 2.3** Establishments whose primary business is for the sale of hot food for consumption off the premises fall within the Use Class A5 (as defined by the Town and Country Planning (Use Class) Order 1987 (as amended)). The proposed layouts of such premises provide a clear guide as to whether the use of the premises will fall into the A3 (restaurant) or the A5 (hot food takeaway) Use Class. In determining the dominant use of the premises consideration will be given to:
- The proportion of space designated for hot food preparation and other servicing in relation to designated customer circulation space; and/or
  - The number of tables and chairs to be provided for customer use;
  - The percentage of the use to the overall turnover of the business.



## Supplementary Planning Document: Hot Food Takeaways

### 3. Policy

**3.1** This document supplements the Local Plan Policy POLL1 – Pollution Control and Protection – which states:

- **Development will be expected to demonstrate that it is not likely to result, directly or indirectly, in an increase in air, surface water and groundwater, noise, smell, dust, vibration, light or other pollution which would unacceptably affect or cause a nuisance to the natural and built environment or to people;**
- **We will not allow development of new housing or other environmentally sensitive development where existing air pollution, noise, smell, dust, vibration, light or other pollution levels are unacceptable and there is no reasonable prospect that these can be mitigated against; and**
- **Developers will be expected to minimise the effects of any possible pollution and provide mitigation measures where appropriate.**

**3.2** The following extract from **Local Plan policy D1 High Quality Design and Placemaking** is relevant where it states that development should:

- Contribute to place making and be of a high quality that contributes to a healthy, safe and sustainable environment;
- In terms of place making, development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

### 4. Planning Permission

**4.1** The following list of factors explains in greater detail the main considerations that are likely to apply to the determination of a planning application. The weight to be given to each will depend upon the particular circumstances of the case and the outcome will be based upon an assessment of the overall effect of these factors.

#### Noise and Disturbance

**4.2** The protection of the living conditions of nearby residents will be a significant issue when considering applications for hot food takeaways. NPPF states the planning system should contribute to and enhance the natural and local environment by: preventing both new and existing development from contributing to or being put at an unacceptable risk from, or being adversely affected by unacceptable levels of soil, air water or noise pollution or land stability.

**4.3** It is recognised that hot food takeaways pose particular difficulties because activities are often at their peak in the evening and late at night when background noise levels tend to be low. The disturbance that can be caused by traffic and associated car parking should not be underestimated.

## Supplementary Planning Document: Hot Food Takeaways

- 4.4** Planning permission for hot food takeaways is, therefore unlikely to be granted where premises are located outside of defined shopping centres or concentrations of shops, or where the living conditions of the occupants of nearby residential accommodation would be significantly affected. In particular, planning permission is likely to be refused where premises share a party wall with an adjoining house.
- 4.5** When determining planning applications, the Council will have regard to the general character of the area, including levels of commercial and vehicular activity.
- 4.6** The presence of residential accommodation over the property or neighbouring shops, however, would not necessarily preclude a hot food takeaway use, where this is primarily a commercial area.

### **Concentration Issues**

- 4.7** To protect the street scene, achieve a diverse mix of shops and maintain good standards of design, planning permission will not be granted for A5 uses where it would result in a clustering of A5 uses to the detriment of the character, function or vitality of a centre/parade of shops, or if it would have an adverse impact on the standard of amenity for existing and future occupants of land and buildings. Therefore in order to avoid clustering, there should be no more than one A5 use in any one length of frontage.

### **Residential Amenity**

- 4.8** A5 uses will not be permitted where they share a party wall with a residential property. The discharge stack/extraction system must be located and designed so as to prevent noise and odour nuisance to neighbouring premises.

### **Opening Hours**

- 4.9** If planning permission is granted it may be necessary to restrict opening hours to avoid causing noise and disturbance at anti-social hours. For instance, within shopping centres or parades of shops it may be necessary for premises to close at 11pm/11.30pm. The proposed hours and days of opening should be specified when submitting a planning application.

### **Smells/Discharge of Fumes**

- 4.10** The extent of the impact of cooking smells is largely dependent on the location of the premises, the adverse effects being less acceptable in predominately residential areas or in local shopping areas containing flats. Details of the design and siting of a fume extraction system will be required to be submitted before any work is commenced on site. Consideration will also be given to the visual impact of flues and care should be taken to locate them where they will not appear prominent.

### **Storage of Waste Products**

- 4.11** Suitably sized, sited and screened refuse stores should be provided and be accessible at all times. Full details of any waste storage systems should form part of a planning application.

## Supplementary Planning Document: Hot Food Takeaways

### **Customer Traffic Generation/Deliveries**

- 4.12** Hot food takeaways tend to generate significant volumes of traffic, short term on street parking and associated vehicle turning movements. Where on-street parking would lead to highway safety problems, planning permission may be refused.

### **Extension and Alterations**

- 4.13** Any proposal for the extension of a property will be viewed on its merits, taking into account any increased trading that will result from the extension and therefore the effect on such factors as the amount of servicing left available to the property, the increase in traffic and the effects on any neighbouring residential properties.
- 4.14** Alterations that materially change the appearance of the building such as the installation of a new shop front require planning permission.
- 4.15** Some signs require advertisement consent and operators should contact Planning Services for guidance<sup>1</sup>.

## **5. Further Advice**

### **Planning**

- 5.1** Pre-application discussion about the suitability of a particular property may avoid the submission of an application where the proposal would create an unacceptable impact on the environment. If you have any questions or queries, initial contact should be made with Development Management. Telephone number 01226 772595.

### **Regulatory Services**

- 5.2** For advice on the control of noise and odour, food hygiene, or health and safety, contact Regulatory Services on 01226 773555.

### **Licensing**

- 5.3** For advice on the licensing of late night refreshments, contact Legal Services, Licencing on 01226 773843.

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<sup>1</sup> See 'Supplementary Planning Document: Advertisements' for further information

**Supplementary Planning Document**

**House Extensions and Other  
Domestic Alterations**

**Adopted May 2019**







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## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 1. About this guidance

- 1.0.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.0.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

#### Policy D1 High Quality Design and Place Making

##### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;
- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;
- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;
- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

- Provide clear and obvious connections to the surrounding street and pedestrian network;
- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm

In terms of place making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

**2.0.1** This SPD sets out the design principles that will apply to the consideration of planning applications for house extensions, roof alterations, outbuildings & other domestic alterations in particular. The following should be noted:

- The definition of "house" in the document includes bungalows, but excludes apartments or maisonettes.
- This SPD also applies to houses that are located in Conservation Areas and the Green Belt as well as any houses that are listed buildings, however, due to the special characteristics of these areas, more stringent controls may need to be applied (see below).

### 3. General principles

**3.0.1** Proposals for house extensions, roof alterations, outbuildings and other domestic alterations should:

1. Be of a scale and design which harmonises with the existing building
2. Not adversely affect the amenity of neighbouring properties
3. Maintain the character of the street scene and
4. Not interfere with highway safety.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 4. Extension and alterations in the Green Belt

- 4.0.1** Within the Green Belt, extensions, roof alterations, outbuildings and other domestic alterations will be considered against the general principles above and the following criteria:
1. The total size of the proposed and previous extension should not exceed the size of the original dwelling.
  2. The original dwelling must form the dominant visual feature of the dwelling as extended
- 4.0.2** Domestic outbuildings within the curtilage of the dwelling will be treated as part of the dwelling or an extension to it, except for the purposes of calculating the original size of the dwelling.
- 4.0.3** Where an extension is approved it may be necessary to remove permitted development rights for houses in the Green Belt to ensure that the total size of proposed and previous extensions would not exceed the size of the original dwelling.

### 5. Permitted development

- 5.0.1** Planning permission is not always required to extend/alter a dwelling house. This will depend on a number of factors for example the size and location of the proposal, whether any extensions have been undertaken previously and what materials are to be used. Advice in respect of permitted development is not given out over the phone but you can request a Householder Development Enquiry Form or download a copy from the website.

<http://www.barnsley.gov.uk/planning-development-management>

- 5.0.2** A written response will be sent and you are advised to keep this for future reference.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 6. Design principles

- 6.0.1** It is important that any extension is designed to be in keeping with your property and the character of your neighbourhood, therefore, before designing the extension, examine the character and details of your house.

**Figure 6.1** Respectful and unsympathetic ways to extend



- 6.0.2** Unsympathetic additions, as shown on the right in Figure 6.1, destroy the character of the house. In this case, the garage door is forward of the house and becomes unnecessarily dominant, the flat roof is a weak building form and many original features have been lost. Extending walls and roofs without any break lines can spoil the balance and proportions of the original, as well as emphasising the problems of physically joining old and new.
- 6.0.3** The left-hand semi in Figure 6.1 has been extended more respectfully. The addition is clearly expressed, by means of a vertical break, or set-back, and the original identity of the house is retained.

**An extension will tend to be more successful if you follow the following guidelines:**



## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 6.1 Building form

- 6.1.1** The extension should not normally be as large as the existing house. For example, as in Figure 6.2, a three storey extension to a two storey house, is likely to spoil the balance and character of the original and be detrimental to the street scene.

**Figure 6.2 Imbalance**



**Figure 6.3 Better balance**



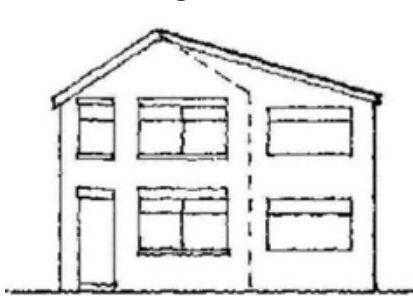
- 6.1.2** Wherever possible, extensions should be set back from the front wall of the main house, allowing a corresponding lowering of the roof line and lessening the awkwardness of the junction with the existing. See Figure 6.3

- 6.1.3** Extensions which radically alter the shape of a house are not acceptable. For example:-

**Figure 6.4**



**Figure 6.5**



**Figure 6.6**



- 6.1.4** The flat roof in Figure 6.4 is an ugly and inferior form of construction, and is visually and physically at odds with the pitched roof. The unequal roof pitch created by the extension in Figure 6.5 unbalances the whole elevation, whilst the proportions and roof pitch of the extension shown in Figure 6.6 are incompatible with the original.

- 6.1.5** Figure 6.7 illustrates a more logical and sympathetic way of extending a house whose gable faces the street. The extension is set back to allow the original house form to be expressed.

# Supplementary Planning Document: House Extensions and Other Domestic Alterations

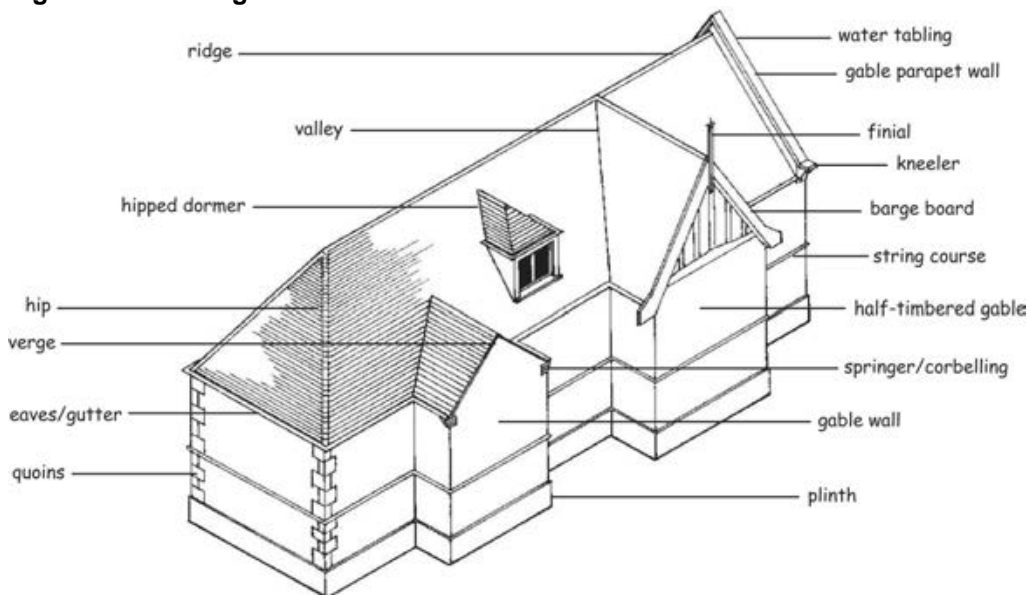
**Figure 6.7 A more satisfactory form**



## 6.2 Building elements/character

**6.2.1** Figure 6.8 is a building composite which shows the principal external components of a domestic building. Many of the features and details, though traditional, will still be found on your building, even in modern guise. They determine the style and character of your house and should not be ignored in the successful design of your extension.

**Figure 6.8 Building elements**

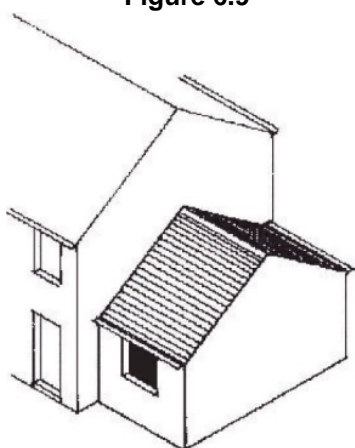


## Supplementary Planning Document: House Extensions and Other Domestic Alterations

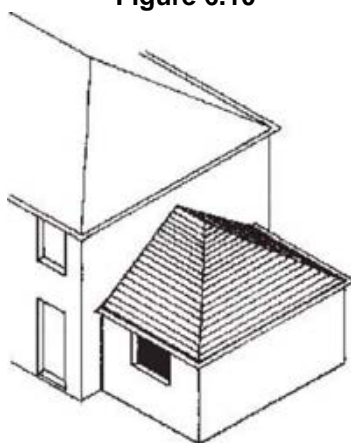
### 6.3 Roof

- 6.3.1** The roof, style pitch and detailing should match those of the existing dwelling, particularly where the extension will be prominent within the street scene or extend on parallel lines at a smaller scale.
- 6.3.2** The single storey extension roof forms shown in Figures 6.9 and 6.10 are precise replicas of the main house. The set-back helps to scale them down proportionally. The lean-to extension in Figure 6.11, again set back, is a good option to Figure 6.9, where overshadowing a neighbour's property might be an issue.

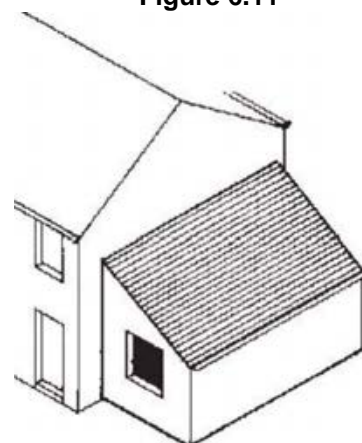
**Figure 6.9**



**Figure 6.10**

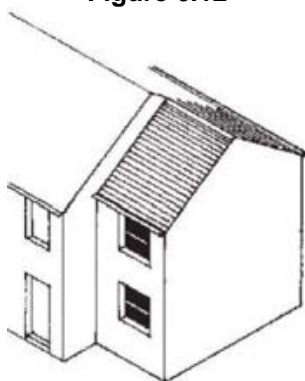


**Figure 6.11**

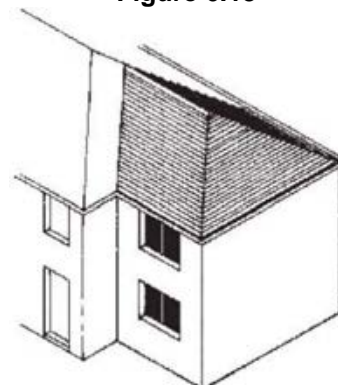


- 6.3.3** Two storey extensions, as shown in Figures 6.12 and 6.13, should follow the same principles as recommended for single storey extensions.

**Figure 6.12**



**Figure 6.13**



### 6.4 Materials

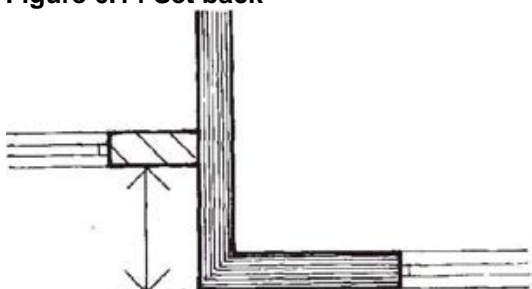
- 6.4.1** Materials should normally be of the same size, colour and texture as to the existing house or as close a match as possible. Often these materials and finishes cannot be exactly matched. This is when the set-back becomes a very important feature, not just as a means of articulating the extension but also to help reduce the unsightliness of bonding the old and new facing materials.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 6.5 The set back

- 6.5.1** An extension should appear as an extension and particularly in the case of two storey side extensions a small 'set back' of the extension from the main wall will be required. This will ensure that the extension appears subordinate and will help reduce the terracing effect that may arise where several dwellings have been extended. The inclusion of a set back also avoids the unsightly bonding of old and new materials.
- 6.5.2** The set-back itself should be a minimum of 500mm, and preferably allow the extension to line with a vertical brick joint. Figure 6.14 shows the 500mm set-back. This figure might increase slightly where the building is constructed in artificial or regular squared and coursed stone.

Figure 6.14 Set back



- 6.5.3** There will be other considerations which may vary the depth of the set-back. For example where the main house has barge boards, the extension will need to be set back sufficiently to allow its fascia to miss the barge board return, as in Figure 6.15.
- 6.5.4** Similar consideration will need to be given when matching up with corbelled eaves, etc. Also, if the main building has quoins, whether in brick or stone, the set-back should be deep enough for the largest quoin to be expressed, as in Figure 6.16.

Figure 6.15

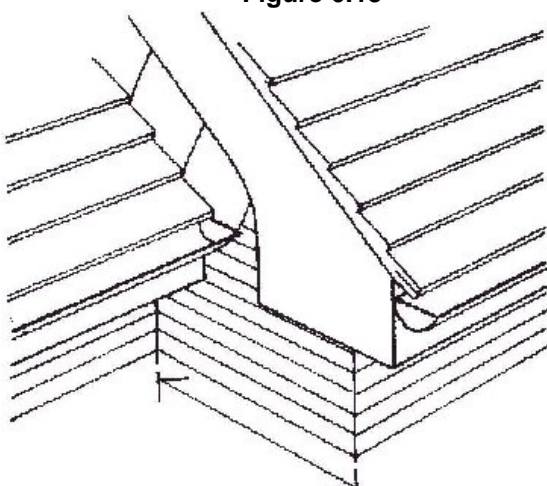
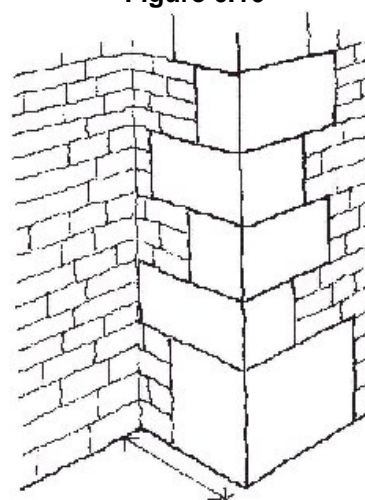


Figure 6.16



- 6.5.5** Before embarking on your extension, it will pay to examine the details of your house to help anticipate these design and detail considerations.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 6.6 Windows & doors

- 6.6.1** Windows and doors should generally repeat the proportion and style of the existing dwelling, lining through with existing openings and using matching design details. This should also include the heads, sills and other opening surrounds.
- 6.6.2** Traditionally, older houses have window openings with a vertical emphasis and it is important to retain these proportions in the new openings as well as in the divisions within the window frames themselves.
- 6.6.3** Generally, any habitable room to the upper floor of a two storey house, or where an inner room at ground floor, is required to have an openable window suitable for emergency escape purposes. The window should have an unobstructed openable area of 0.33m<sup>2</sup> and be at least 450mm high and 450mm wide. The bottom of the window opening should not be more than 1100mm above the floor.

### 6.7 Levels

- 6.7.1** Where the height of development proposed differs significantly from that in the area, developers may be asked to provide elevation drawings showing the relationship between the proposed and existing development in terms of streetscape.

## 7. Layout principles

- 7.0.1** As well as seeking an extension designed in keeping with your existing house, you must also ensure your proposals do not harm the character of the area in general or the levels of amenity that your neighbours might reasonably expect to be maintained. An extension will tend to be more acceptable if you follow these guidelines.

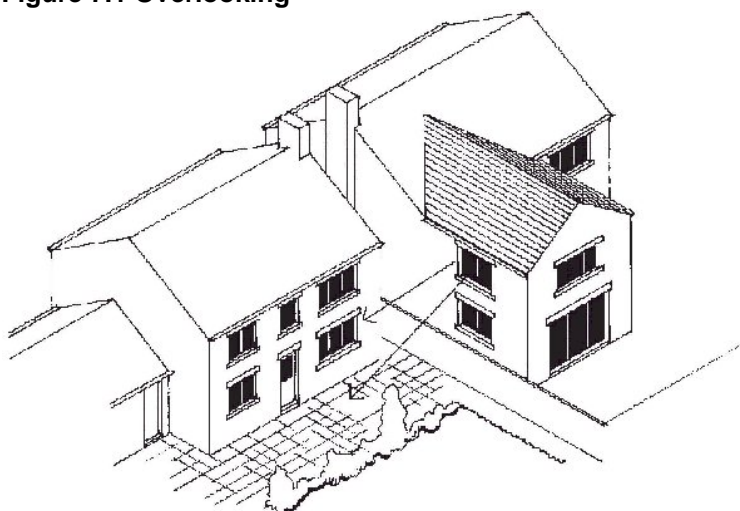
### 7.1 Privacy

- 7.1.1** Extensions should be designed so that they do not result in significant overlooking of habitable room windows to nearby houses or private gardens. Privacy problems might be overcome by using a combination of obscure glazing, high level windows, screen fencing or rooflights, but are better avoided altogether.
- 7.1.2** Figure 7.1 illustrates a situation which is unacceptable, and Planning Permission and Building Regulations approval are unlikely to be given for an extension such as this, where the window opening to a habitable room in the side elevation directly overlooks the neighbour's rear window and garden.



## Supplementary Planning Document: House Extensions and Other Domestic Alterations

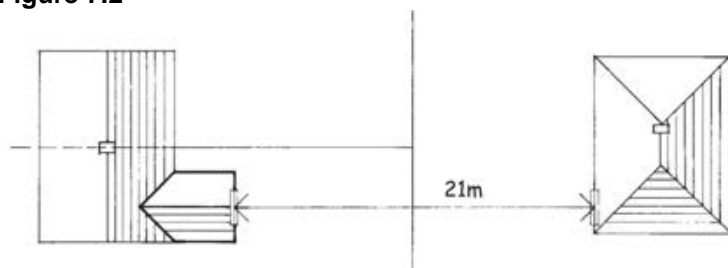
**Figure 7.1 Overlooking**



**7.1.3** A boundary fence may act as an effective screen to a single storey extension and could reduce overlooking from a side window.

**7.1.4** As a general guide, windows to habitable rooms on an extended property should not be less than 21 metres from any other properties with habitable room windows, to ensure reasonable privacy to you and your neighbours. Figure 7.2 demonstrates.

**Figure 7.2**



Habitable rooms should be taken to include: lounge/living room, dining room, kitchen, bedroom and study. A distance of 12 metres should be maintained to a blank gable wall and a distance of 10m should normally be provided between rear-facing windows in the first floor (and above) and the rear boundary.

## 7.2 Overshadowing

**7.2.1** The position of an extension in relation to a neighbouring property and to the path of the sun can influence the level of daylight and sunlight received by that property. Extensions should not overshadow neighbouring properties or their gardens to an unreasonable degree. Extensions directly to the south and to the south east and south west of a neighbouring dwelling will generally have a greater impact than those located to the north, east or west.

**7.2.2** The Council will seek to protect principal habitable room windows on the front and rear elevations of the adjacent property, but not secondary windows, i.e. halls, stairs, utility rooms, toilets and bathrooms including en-suites, particularly those on side elevations of adjacent dwellings.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

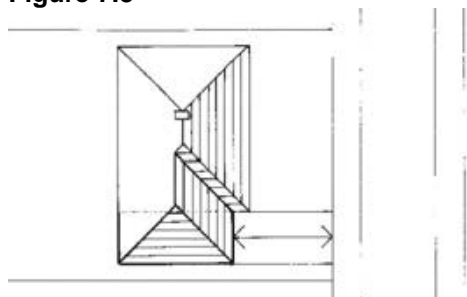
### 7.3 Garden Space

- 7.3.1** Extensions and outbuildings should not take up a disproportionate amount of private rear garden space and as a general principle should allow the retention of at least half the garden area. Account should be taken of existing trees and their future requirements for growth.

### 7.4 Parking Space

- 7.4.1** An extension or outbuilding which incorporates a garage door should have a minimum distance of 6m between the garage door and the highway (see Figure 7.3).

Figure 7.3



- 7.4.2** Extensions or outbuildings which prevent the parking of at least 1 private car within the curtilage of a dwelling will not normally be acceptable if highway safety problems would result. The use of front gardens for parking can be visually intrusive unless very careful attention is given to boundary treatment and surfacing.

### 7.5 Highway Safety

- 7.5.1** Extensions or garages should not be constructed in positions where they interfere with highway sight lines and should ensure that they maintain/provide an access with adequate visibility for drivers entering the highway.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 8. Detailed guidance on types of extensions and alterations

#### 8.1 Rear Extensions

- 8.1.1** Usually, the problem of overshadowing and loss of outlook arises as a result of rear extensions. The single storey rear extension shown in Figure 8.1 is not acceptable because it has an adverse, overshadowing effect on the adjoining property whilst the two storey extension in Figure 8.2 has an even greater impact and would not be permitted.

Figure 8.1

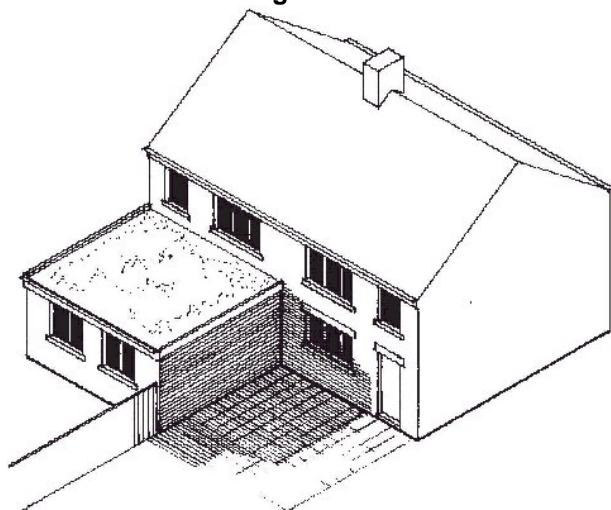
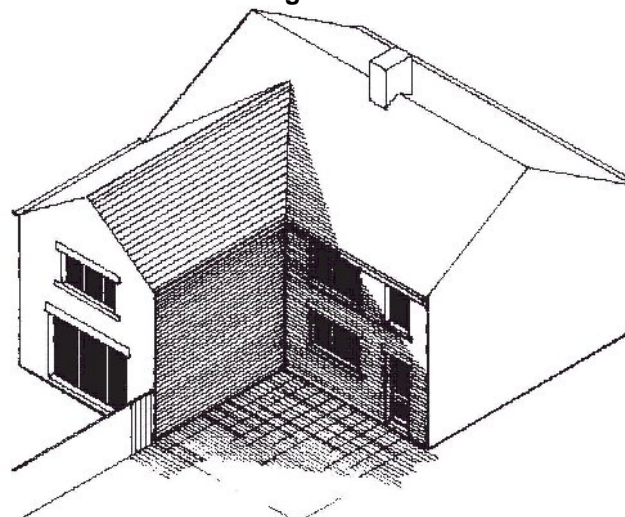


Figure 8.2



#### Single Storey

- 8.1.2** To combat the problems of loss of light, as well as loss of privacy and outlook, the size and projection of rear extensions need to be strictly controlled.
- 8.1.3** Single storey extensions to the rear of terraced houses should not exceed 3.5 metres in projection and where they exceed 3m in length the eaves height should not exceed 2.5m. On semi-detached dwellings an extension should not project more than 4m and again, the eaves height should not exceed 2.5m where the extension would project beyond 3m.

#### Two Storey

- 8.1.4** Two-storey rear extensions will be considered on the basis of the extent of overshadowing, loss of privacy and outlook. Two-storey extensions to terraces and semi-detached properties which abut a party boundary and adversely affect main windows will not normally be allowed. Two-storey rear extensions to semi-detached houses should, therefore, generally be designed with a rear projection of less than 3.5 metres and for terraced houses 2.5 metres. Larger extensions may be acceptable in certain circumstances -for instance: where the neighbouring house has been extended; or where there is a strong boundary treatment, such as a high wall or an outbuilding or garage built close to the boundary. Similarly, there may be circumstances where only smaller extensions are acceptable for instance: on sloping sites or where neighbouring houses are already overshadowed.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

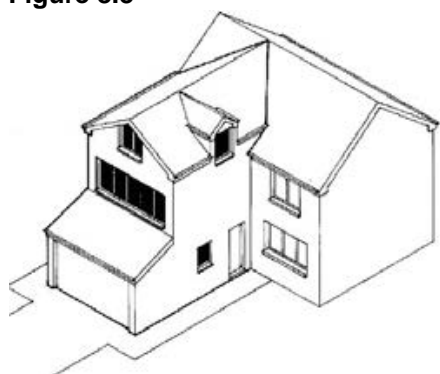
**8.1.5** Extensions to the rear of detached houses will be considered on their design merits where no adjacent properties are affected.

### 8.2 Front Extensions

**8.2.1** The front elevation of a building is the most important for its contribution to the street scene. Generally, therefore, such extensions need to be of a high standard of design and will not be considered acceptable where they detract from the quality of the existing dwelling or character of the street scene or cause overshadowing to neighbouring dwellings. Large extensions and conservatories are likely to appear particularly intrusive and will not normally be acceptable.

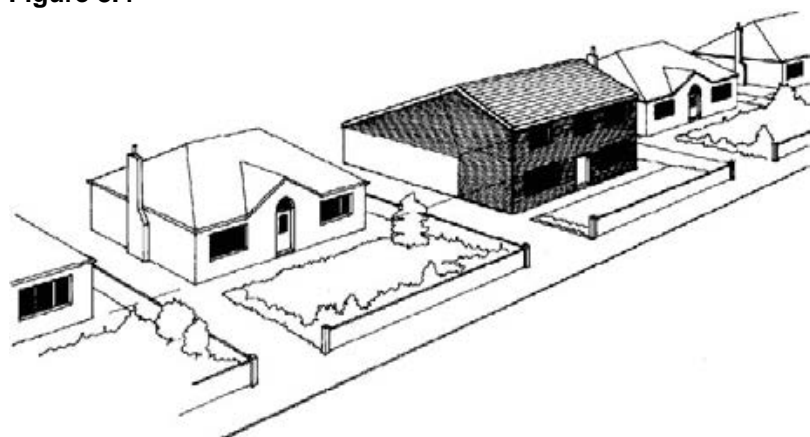
**8.2.2** The front extension in Figure 8.3 would not be acceptable. It alters the character of the original by overwhelming it in an unsympathetic manner. For example, the front door has been removed from the main elevation, and the garage door given excessive prominence.

Figure 8.3



**8.2.3** In Figure 8.4, the forward extension, which changes a hipped-roof bungalow into a gable-roofed two storey dwelling, has broken the common roof ridge line and clumsily interrupted the harmonious pattern and continuity of the street scene, to its detriment. Again this is unacceptable.

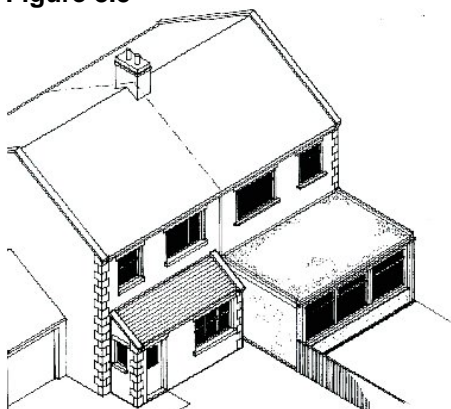
Figure 8.4



## Supplementary Planning Document: House Extensions and Other Domestic Alterations

- 8.2.4** Extensions at the front of individually-designed, detached houses, which are set back from the highway or set on staggered building lines, may, in certain circumstances, be acceptable. However, the extension must complement the original house and not adversely affect any adjacent property or the street scene.
- 8.2.5** Modest single storey front extensions, which are in keeping with the style of the existing house, may be allowed. For example, the left-hand semi shown in Figure 8.5 with a small extension to form a porch and provide some extra space in the front living room, would be acceptable because it is sufficiently discreet and adopts the form and features of the original. But the right-hand semi in Figure 8.5, with a larger extension, made more prominent by the alien form of the flat roof and conservatory-like front, is unacceptable.

Figure 8.5



### Porches and Canopies

- 8.2.6** Porches which fulfil their traditional function of providing shelter for the front door are normally acceptable as long as they respect the design and external finishes of the original dwelling. Figures 8.6 & 8.7 show examples of simple porches and canopies which fit in with the existing house style.

Figure 8.6



Figure 8.7



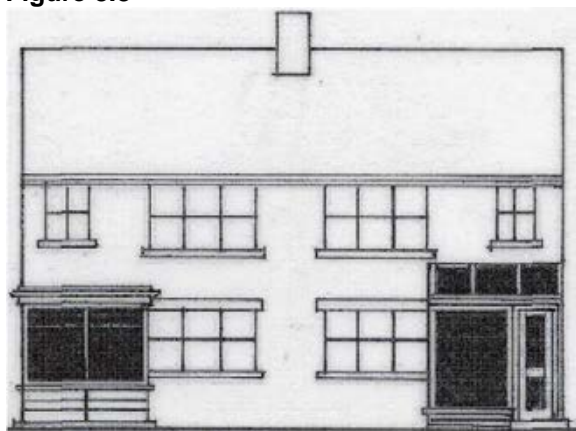
- 8.2.7** Whilst the joint porch shown in Figure 8.6 maintains the symmetry and balance of the pair of semis, it is preferable, but not always essential, to have the front door on the front of a porch. Sometimes to give it more shelter, or perhaps a better relationship with the approach path the front door needs to be set on the side of the porch. When this is the case, careful attention needs to be given to the porch windows on the front to ensure the style and rhythm of the existing fenestration is maintained.



## Supplementary Planning Document: House Extensions and Other Domestic Alterations

- 8.2.8** Porches which have flat or low-pitched roofs, or resemble small conservatories in appearance, as in Figure 8.8, will not normally be permitted.

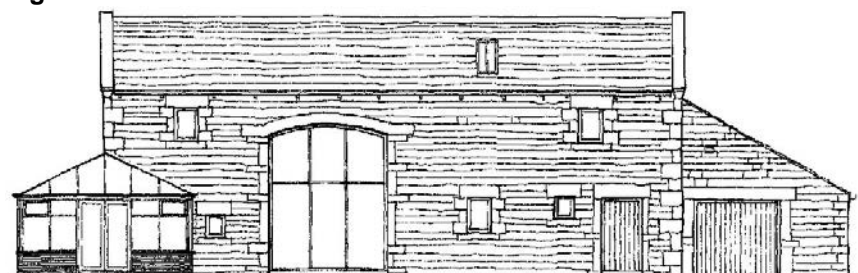
Figure 8.8



### 8.3 Conservatories

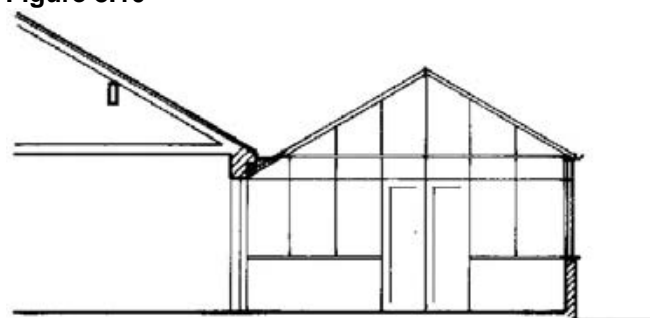
- 8.3.1** Conservatories are likely to appear particularly intrusive on front elevations and will not normally be acceptable. The conservatory shown in Figure 8.9 attached to this converted barn, a building not originally designed as a dwelling, is particularly inappropriate and must be avoided.

Figure 8.9



- 8.3.2** Where a conservatory abuts a bungalow, because of the level of the eaves it is often very difficult to construct a satisfactory roof slope, without resorting to a roof form such as is shown in section in Figure 8.10. This creates an awkward relationship between bungalow and conservatory, as well as a roof junction requiring a valley gutter, which is difficult to access and may give rise to maintenance problems in the long term. It also causes the conservatory to appear unnecessarily high and dominant.

Figure 8.10



## Supplementary Planning Document: House Extensions and Other Domestic Alterations

- 8.3.3** Where located at the rear, conservatories will also be assessed against the guidance set out in relation to single storey rear extensions (particularly in terms of projection).

### 8.4 Side Extensions

#### Single Storey Side Extensions

- 8.4.1** The design of a single storey side extension should reflect the design of the existing dwelling in terms of roof style, pitch materials and detailing and should not have an excessive sideways projection (i.e. more than two thirds the width of the original dwelling). In Figure 8.11 both the gabled roof shown on the left hand side and the hipped roof on the right reflect the form and pitch of the main roof. A lean-to roof (not shown) is a more traditional form and could be used as an option against a gable wall to reduce the impact on a neighbouring property.

Figure 8.11



- 8.4.2** Habitable rooms in the roof space of single storey side extensions will not normally be permitted, particularly where the eaves height would be increased (leaving a number of courses of brick work between the top of the fenestration and the bottom of the eaves) and/or dormer windows would be introduced.
- 8.4.3** On corner plots the sideways projection or a single storey side extension should not exceed more than half the width of the existing gap between the original dwelling and the side boundary.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### Two Storey Side and First Floor Side Extensions

- 8.4.4** Terraced housing is a perfectly acceptable form of building design. However, linking or closing the gap between semis or detached houses as in Figure 8.12 to give the effect of a terrace, is a detrimental change to the character of the street scene and must be avoided.

Figure 8.12



- 8.4.5** All two-storey side extensions should therefore have a pitched roof following the form of the existing roof. To prevent a terracing effect and to avoid detrimental changes to the character of the street scene, it will be desirable to provide a setback of at least 500mm from the main front wall of the dwelling. A setback from the front elevation allows for a vertical break in the roof plane and a lowering of the ridge line.
- 8.4.6** In addition to the set-back from the front, where practicable, a side extension should also be set in by one metre from the side boundary with an adjacent property, to further avoid the terracing effect (Figure 8.13). This also gives the benefit of external access to the rear of the property.

Figure 8.13



- 8.4.7** The sideways projection of a two storey side extension should not exceed more than two thirds the width of the original dwelling. Where located on a corner plot the sideways projection should not exceed more than half the width of the gap between the side elevation of the original dwellings and the side boundary (unless the gap exceeded more than two thirds the width of the original dwelling).
- 8.4.8** In addition, on a corner plot where the rear elevation of the dwelling is clearly visible, a set back of 500mm will also be required at the rear to ensure the extension remains subordinate and to avoid the unsightly bonding of old and new materials.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 8.5 Outbuildings and Annexes

- 8.5.1** Detached garages should relate sympathetically to the main dwelling in style, proportions and external finishes. In most cases, it will not be appropriate for a garage to be sited between the house and the road.
- 8.5.2** Detached garages should be single storey structures and the eaves height should not normally exceed 2.5m from ground level. It is not considered appropriate for detached garages to include dormer windows as a way of accommodating rooms in the roof space but in some circumstances (e.g. where the garage is set within a large curtilage) it may be possible to utilise the roof space for ancillary accommodation/storage but not as an annex/granny annex. Where the privacy of neighbouring residents would not be compromised it may therefore be possible to install roof lights.
- 8.5.3** An annex building, often referred to as a 'Granny Annex' may be permitted in a rear garden where it would not occupy a disproportionate amount of the garden and would not have its own separate access or garden area. An annex should normally have a close physical relationship with the host dwelling, be single storey and in all circumstances it should only have 1 bedroom and no more than 3 rooms in total.

### 8.6 Decking/Raised Platforms

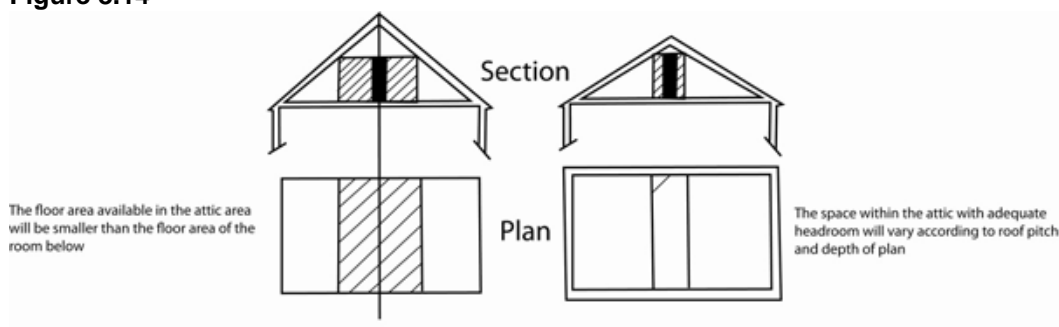
- 8.6.1** Decking and raised platforms are commonly used where the rear garden is below the floor area of the dwelling in order to allow improved access to the rear garden and to provide a convenient outdoor amenity area on the same level as the dwelling. Decking and raised platforms are also used in other circumstances but can often give rise to increased overlooking of neighbouring dwellings and particularly their gardens.
- 8.6.2** In view of this, decking and raised platforms will only be allowed where the privacy of neighbouring residents is not detrimentally affected by significantly increased overlooking (e.g. where the decking is located away from the boundary and where there is sufficient permanent screening, such as a high boundary wall or an outbuilding in an adjacent garden). In addition, decking and raised platforms should not have a significantly detrimental impact on visual amenity and for this reason decking will not be allowed where it is prominently located and can be easily viewed from public vantage points.
- 8.6.3** In some circumstances, to reduce overlooking, it may be possible to include screening such as fencing with an application for decking or a raised platform but any screening should not result in significant overshadowing or loss of outlook from neighbouring dwellings or have a detrimental impact on visual amenity or the character of the dwelling.

### 8.7 Dormer Windows

- 8.7.1** When considering whether to install a dormer window you should assess whether there is adequate space within the attic to accommodate a room(s) with adequate headroom without requiring a dormer extension that will dominate the roof (Figure 8.14). In general, providing that the roof pitch allows adequate height, a space approximately half the area of the floor below can be created.

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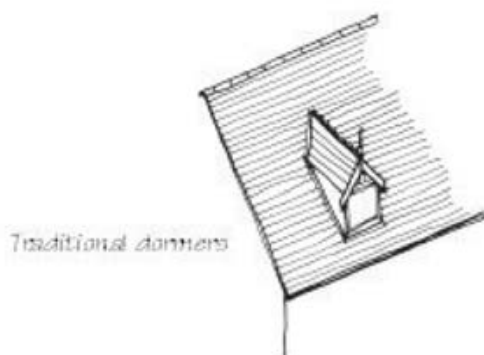
**Figure 8.14**



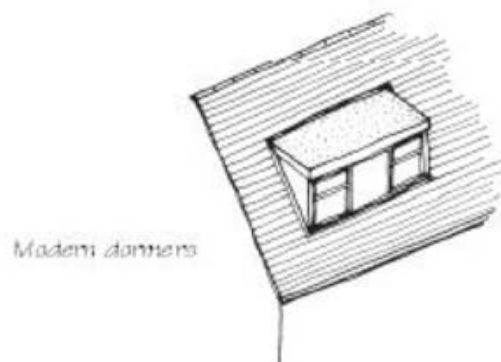
### Style

- 8.7.2** The design of the dormer window should reflect the character of the area, the surrounding buildings and the age and appearance of the existing building.
- 8.7.3** Vertically proportioned dormer windows with pitched roofs are traditionally found in the Barnsley area (Figure 8.15).

**Figure 8.15**



**Figure 8.16**



- 8.7.4** Flat roof dormers which tend to be larger and have horizontal emphasis can be seen in more recent housing developments. These have proved to be more expensive to maintain and prone to failure (Figure 8.16). Flat roof dormers are considered aesthetically inferior and are not normally acceptable.
- 8.7.5** Consequently, pitched roof dormers are generally considered more appropriate for both aesthetic and practical reasons.

### Location

- 8.7.6** To assess whether a dormer on the front or principle elevation will be appropriate, the roofs of the surrounding buildings should be examined. Unless the street is characterised by dormers on the frontage, or these are a feature of the area/street/terrace, dormer windows should be located on the rear or secondary elevations.



## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### Positioning and relationship to other windows

**8.7.7** The positioning of the dormer on the roof will have an impact on both the house and its neighbours.

Figure 8.17



**8.7.8** So as not to dominate existing roof lines and retain its original form, dormers should be set within the roof plane (see Figure 8.17) and not be built off an external wall. The guidelines below should therefore be followed:-

- The dormer should sit within the roof plane and the top of the dormer should usually be below the ridge (A)
- Dormers and roof lights should be set back from the eaves (B) and gable by at least 0.5m (C)
- They should be at least 0.5m away from the party walls with adjacent properties. (D)

**8.7.9** Where there are existing dormers in the same roof plane, for instance in a terrace, new dormers should line up horizontally.

**8.7.10** It is also important that dormers and roof lights reflect the pattern of existing window openings. They should be positioned to line through vertically with the window openings below.

### Materials

- Roofing materials for pitched roof dormers should match the main roofing material.
- Unless glazed, the sides (or cheeks) of the dormer should be the same or similar in appearance, particularly in colour to the main roofing material.
- Cladding to the front of the dormer should be minimised.
- Glazing on windows on the side elevation must be obscure.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 8.8 Extensions for the Benefit of Disabled Persons

- 8.8.1** There is an exemption from planning fees for applications that shall be used solely for the benefit of the disabled person. This is interpreted as necessary adaptations, such as a downstairs bedroom or toilet/shower room.
- 8.8.2** The majority of these applications are as a result of the person being assessed by the Council's Aids and Adaptations Unit, and that assessment, with a recommendation of needs, is passed to the Council's Grants Agency, who then evaluate that persons suitability for a Disabled Facilities Grant (DFG) if the person is a homeowner. Council Tenants would be passed on to Berneslai Homes for suitability checks.
- 8.8.3** If you are intending to submit an application on behalf of a disabled person, it may be worthwhile taking the following, used when assessing the suitability for DFG works by the Grants Agency, as a guide for the nature and type of the extension.
- Single Bedroom 8.4 square metres
  - Double Bedroom 10.2 square metres
  - Bathrooms (Level Access Shower, Toilet and Wash Basin) 5 square metres
- 8.8.4** All the above are internal floor area measurements. This is a minimum figure and may vary, for example, if a wheelchair turning area or hoist is required.

## 9. Other issues/consents

### 9.1 Building regulations

- 9.1.1** Even when planning permission is not required, it is almost always necessary to obtain approval under Building Regulations. Building Control is concerned with ensuring any alterations/ extension of your dwelling is undertaken in a safe and satisfactory manner. Please be aware that, under some circumstances, compliance with Building Regulations may well impact upon the overall design of an extension or alteration to a property, which may conflict with the planning design guidance given within this document. For further information please Tel: 01226 772678.
- 9.1.2** Good neighbourliness and fairness are among the yardsticks against which your proposals will be measured. You are strongly advised to discuss your plans with your neighbours before submitting your application. Your nearest neighbours, usually at least the properties either side of you will be notified of your proposals by the council and invited to make comments. Their views will be taken into account by the council in reaching a decision. If you are thinking of extending your house, think about what this may mean to your neighbour as well.

### 9.2 Listed buildings/Conservation areas

- 9.2.1** If your property is a Listed Building or is located within a Conservation Area, special policies and restrictions will apply. In such a case, it is advisable to discuss your proposal at the earliest opportunity with the Conservation Officer on 01226 772576.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 9.3 Security considerations

- 9.3.1** The most vulnerable areas for domestic properties are the sides and the rear. This is where extensions are often built and if not constructed to the appropriate standards they can become a security risk. The design of single storey extensions in particular should be carefully considered from a security point of view. Flat roofs can compromise the security of a property by allowing access to first floor windows.
- 9.3.2** Further information on security considerations can be sought from the local Police Crime Reduction/Designing out Crime Officer on 01226 736017, or at:

South Yorkshire Police  
The HUB,  
Safer Neighbourhood Services  
Barnsley Police Station  
S70 2DL

Email: [barry.regan@southyorks.pnn.police.uk](mailto:barry.regan@southyorks.pnn.police.uk)

### 9.4 Boundaries/private civil matters

- 9.4.1** When an extension or even a separate garage is built up to the property boundary, this may involve foundations or guttering encroachment over the boundary. This may not be acceptable to your neighbour and means that you cannot build the extension without your neighbour's consent even if planning permission is granted. Alternatively, set the extension away from the boundary to avoid encroachment. If an extension is built on or close to the boundary, access from your neighbours' property may be needed to build your extension and maintain it in the future. This would be a private legal matter between you and your neighbour and emphasises the need to discuss your proposals with your neighbour before submitting an application.
- 9.4.2** Even when planning permission is granted, this does not affect your neighbour's rights under civil law to prevent the work from being carried out if it involves development on their land.
- 9.4.3** Information regarding 'The Party Wall etc. Act 1996' published by the Ministry of Housing, Communities and Local Government (MHCLG), provides full information on your rights and duties under the Act and can be accessed using the following link:
- <https://www.gov.uk/guidance/party-wall-etc-act-1996-guidance>
- 9.4.4** If your extension or outbuilding is designed to be built up to a boundary with the highway (a footpath, road or verge) then encroachment of foundations or guttering over the boundary will not be acceptable and must be redesigned so that there is no encroachment.

**Supplementary Planning Document**  
**Lawful Development Certificates**

**Adopted May 2019**







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## Planning Advice Note: Lawful Development Certificates

### 1. About This Guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.
- 1.3** This advice note offers guidance to anyone considering applying for a Lawful Development Certificate (LDC) but does not attempt to provide a definitive interpretation of the law. It should be read in conjunction with the guidance note which can be found on the Planning Portal [https://ecab.planningportal.co.uk/uploads/1app/guidance/guidance\\_note-lawful\\_development\\_certificates.pdf](https://ecab.planningportal.co.uk/uploads/1app/guidance/guidance_note-lawful_development_certificates.pdf)

### 2. What Is A Lawful Development Certificate?

- 2.1** A LDC (Lawful Development Certificate) is a statutory document which confirms that the use, operation or activity named in it is lawful for planning control purposes.
- 2.2** There are two types of LDC which can be applied for, saying whether:-
- i. an existing use of land, operational development or activity in breach of a planning condition is lawful; or
  - ii. a proposed use of buildings, land, or operations intended to be carried out would be lawful.

### 3. What Are The Benefits Of A Lawful Development Certificate?

- 3.1** A LDC can provide protection against enforcement action and therefore is valuable in its own right at any time. However, a certificate may be specifically required, for example, to obtain a Waste Disposal Licence or may be advantageous if the property is to be sold.

## Planning Advice Note: Lawful Development Certificates

### 4. Do Any Time Limits Apply To A Lawful Development Certificate?

- 4.1** **Yes.** If you are applying for an LDC in respect of an existing use of land, operational development or activity in breach of a condition, the evidence you provide will need to show the following time limits have been passed:-
- i. in the case of operational developments, that the operations were substantially completed at least 4 years ago;
  - ii. in the case of a change of use of a building to a single dwelling house, that the change took place at least 4 years ago;
  - iii. in any other case, such as a change of use or breach of a condition of a planning permission, that the change or breach occurred at least 10 years ago.
- 4.2** Once these time limits have passed, the breach of planning control will be immune from enforcement action.

### 5. How Much Does It Cost To Apply?

- 5.1** A fee is payable when an application is made. Generally the fees are:-
- i. for an existing use of land or operational development, the same as the equivalent planning application fee;
  - ii. for a proposed use etc. to be carried out, half of the fee for an equivalent planning application.

### 6. How Do I Make An Application?

- 6.1** An application can be made on forms available from Development Management. Separate forms are available for an existing and proposed LDC.

### 7. What Type Of Information Is Required?

- 7.1** **For existing development you should provide:-**
- A. a full description of the operation, use or activity providing a complete definition, (for example, a description might include the number and size of lorries based at a haulage yard and the activities carried on as part of that use; the range of activities carried on at a particular builder's yard; the number and category of vehicles displayed for sale on a site; and other details such as the hours of work, the machinery or equipment used, the height above ground level to which goods or materials have been stored, or other methods of operation of a use);
  - B. a plan on an Ordnance Survey base showing the site outlined in red;
  - C. a scaled plan defining areas having different functions within the same site (e.g. storage, offices, manufacturing etc.);
  - D. details of working practices of relevance (e.g. working hours, the processes carried out on site);
  - E. details of any relevant planning decisions known to you.

## Planning Advice Note: Lawful Development Certificates

- 7.2** To substantiate your claim you should provide any additional information you consider necessary, such as:-
- a. any information concerning business rates, or from the council tax or electoral records;
  - b. any relevant invoices/bills or receipts for services such as water, electricity, gas or telecom;
  - c. personal testimonies or sworn affidavits of applicants, operations or witnesses;
  - d. photographs which can be dated;
  - e. any other relevant factual information.
- 7.3** Please ensure any information you submit is relevant to the LDC and if extensive, is properly organised and indexed.
- 7.4** **For proposed development you should provide:-**
- a. a full and precise description of the current use and operations;
  - b. a full and precise description of the proposed use and operations.

## **8. How Is A Decision Made?**

- 8.1** An assessment of the submitted evidence will be made by a Planning Officer and any further details by way of clarification requested. The application will then be referred to the Borough Secretary, who will make a final judgement upon the application.
- 8.2** The planning merits of the use, operation or activity in the application are not relevant. The issue of a certificate depends entirely on factual evidence about the history and planning status of the building or other land and the interpretation of any relevant planning law or judicial authority. However, the onus of proof in an LDC application is squarely on the applicant to show to the Council on the balance of probabilities, that a Certificate ought reasonably to be issued. Put simply, the applicant must show that it is more likely than not that the facts asserted by him or her are correct. Indeed, Government advice to local Council's is that "they need not go to great lengths to show that the use, operations or failure to comply with a condition specified in the application is not lawful". There is no requirement on the part of the Council to make an independent search for evidence. The Planning Service will always co-operate with an applicant seeking information by making records available but unless sufficient evidence is provided by the applicant, "such an application would be refused as not proven on present evidence" (Circular 17/92).

## Planning Advice Note: Lawful Development Certificates

### 9. What Happens If I Provide False Information?

- 9.1** It is a serious offence to make a false or misleading statement, use a false or misleading document or withhold information material to the application, to obtain a certificate. The maximum penalty on summary conviction is £5000. On conviction in the Crown Court, the maximum penalty is two years imprisonment and/or an unlimited fine.
- 9.2** If a false statement is made or a document used, or any material information withheld, the Council can revoke a certificate.

### 10. Do I Have A Right Of Appeal?

- 10.1** If an application is wholly or partly refused or granted in a different form to the application submitted, or it is not determined within 8 weeks, an appeal can be made to the Secretary of State. Appeal forms are available from :-

The Planning Inspectorate, 3/08a Kite Wing, Temple Quay House, 2 The Square,  
Temple Quay, Bristol, BS1 6PN (Tel: 0117 3728612).

### 11. Further Advice

- 11.1** A Department of the Environment Circular 'Planning and Compensation Act 1991 – Implementation of the remaining Enforcement Provisions' No 17/192 is available from H.M.S.O.
- 11.2** If you have any queries about this note or have any questions about specific sites, you should contact members of the Development Management Section of Planning Services on (01226) 772595.



**Supplementary Planning Document**

**Mortar Mixes For Historic  
Buildings**

**Adopted May 2019**





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## Supplementary Planning Document: Mortar Mixes For Historic Buildings

### 1. About This Guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** Historic buildings are best pointed with a mixture of sand aggregate that is well graded (that is to say sand that has a good mixture of fine, medium, and coarse aggregate), and natural hydraulic lime (NHL). Cement binders are in general terms neither desirable nor necessary as long as good working practices are adhered to. In traditional walls and buildings lime mortars were the norm for centuries. However, following the First World War Portland Cement was generally adopted as a binder due to its strength, its faster curing properties and its consistency. However, when used to re-point, build or re-build historic or traditional walls it can be damaging. This is largely due to its strength which often exceeds that of the stone and a severe lack of breathability. By way of contrast, a correctly mixed and applied lime mortar retains some plasticity even when cured (it can reform without cracking), and is breathable so allows moisture to escape. In particular, strap (or ribbon) or weather-struck pointing in context with historic buildings that has horizontal ledges and includes cement is technically incorrect, physically damaging, and visually harmful.

### 3. Policy

This document supplements Local Plan policy HE3 which states as follows:

Proposals involving additions or alterations to listed buildings or buildings of evident significance will be expected to:

- Respect historic precedents of scale, form, massing, architectural detail and the use of appropriate materials that contribute to the special interest of a building.

## Supplementary Planning Document: Mortar Mixes For Historic Buildings

### 4. Suggested Mixtures

#### Suggested Mix and Important Considerations

- 4.1** Modern dry-hydrated hydraulic lime is generally marketed as 'natural hydraulic lime' or NHL. These are available in three grades of compressive strength (cured) of NHL 2, NHL 3.5 and NHL 5. When gauging natural hydraulic limes with sand / aggregate it must be remembered that a dry hydrate will have a different relative bulk density to sand (as do all powder binders). To account for this, most lime suppliers specify volumes of sand (usually to the nearest 10 litres) per full bag of NHL.
- 4.2** A typical general purpose lime mix ratio would be:
- 1 part NHL 3.5
  - to
  - 3 parts well graded aggregate or washed river sand.
- 4.3** The use of NHL 3.5 may be replaced with NHL 2 or NHL 5 where the environment dictates a mortar that has a lesser or greater compressive strength (respectively).
- 4.4** Close attention should be paid to the colour and appearance of the final cured mix to ensure decent sympathy of appearance with existing mortar. Colouring of the mix may be achieved using a specific aggregate or colourants. As such test panels for mortar samples are advisable and often a requirement of a listed building consent.

### 5. Application

- 5.1** A detailed description of every technique for the use of lime mortar is beyond the scope of this guidance\*. However in general terms, the existing joint should be excavated by hand to a depth of at least twice that of the width. Dust and debris must be removed and then the prepared joint must be sufficiently dampened to avoid suction and cracking of the new mortar. The joint must then be firmly packed from the back to remove voids with an appropriate pointing iron or tool in layers not exceeding 25mm. Any mortar smeared on the adjacent masonry should be removed with a damp sponge. Once the mix has cured sufficiently, the surface of the joint should be finished with a stiff churn brush to a slightly concave and gently stippled finish. This last stage is important because it further compacts the joint, removes laitance, exposes the courser aggregate, and aids curing. Following the application of the mortar, the works should be protected from frost, rain, or sun with hessian for as long as possible and at least a week.
- 5.2** \* Technical guidance on the full range of scenarios where lime might be used can be found within Historic England's publication - *Repointing Brick and Stone Walls* found here:

<https://historicengland.org.uk/images-books/publications/repointing-brick-and-stone-walls/>



## Supplementary Planning Document: Mortar Mixes For Historic Buildings

### **6. Further Information**

- 6.1** For further information please contact the Conservation Officer on (01226) 772576.

**Supplementary Planning Document**

**Open Space Provision on New  
Housing Developments**

**Adopted May 2019**





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## Supplementary Planning Document: Open Space Provision on New Housing Developments

### 1. About this guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** This SPD offers guidance to developers considering submitting a planning application for residential development and what will be expected in terms of open space provision.
- 2.2** This advice note supplements Policy GS1 of the Local Plan, which states that: 'In order to improve the quantity, quality and value of green space provision we will require qualifying new residential developments to provide or contribute towards green space in line with the standards set out in the green space strategy and in accordance with the requirements of Policy I1 Infrastructure and Planning Obligations'.
- 2.3** The National Planning Policy Framework (NPPF) paragraphs 96-98 and associated Planning Practice Guidance (PPG) 'Open space, sports and recreation facilities, public rights of way and local green space' recognises the importance of providing open spaces for leisure, sport and recreation and the contribution they make to people's quality of life. It requires that plan policies should be based on robust and up-to-date assessments of the needs for open space, sports and recreation facilities (including deficits or surpluses in quantity or quality) and opportunities for new provision.
- 2.4** The Council attaches great importance to the provision of good quality green space in connection with new housing developments. Green space can provide a valuable formal and informal recreation facility for children and adults. It can also add character and interest to a housing development thus considerably enhancing its quality.
- 2.5** This advice note replaces the Supplementary Planning Document: Open Space Provision on New Housing Development dated March 2012.



## Supplementary Planning Document: Open Space Provision on New Housing Developments

### 3. How we will assess planning applications that propose redevelopment of green space for alternative uses

- 3.1** Green spaces are 'green' open areas which are valuable for amenity, recreation, wildlife or biodiversity and include types such as village greens, local open spaces, country parks, formal gardens, cemeteries, allotments woodlands wildlife areas, recreation grounds, sports pitches, play areas and parks. We will seek to protect green space from development, particularly where an assessment indicates that there are current deficiencies within an area.
- 3.2** When we receive a planning application to redevelop green space for an alternative use we will undertake a green space assessment to determine the level of provision within the area. In some instances, material considerations may indicate approval for development on green space, in which case we will seek compensation in order to secure community benefit to outweigh the loss of the green space. As set out in Policy GS1, compensation could include on-site retention and enhancement, off-site replacement or financial contribution. In instances where the Council deem it appropriate to seek a financial contribution towards improvements of an existing facility nearby, the contribution will be calculated at £125,640 per hectare of green space that will be lost to development.
- 3.3** The contribution has been calculated using the Council's current land valuation for amenity land which equates to £29,640 per hectare, and the cost of providing 1 hectare of informal open space including 15 years maintenance which equates £96,000. These figures will be reviewed periodically if the land value and/or costs change.

### 4. General open space requirements

- 4.1** A minimum of 15% of the gross site area of new housing development must be open space of a type appropriate to the character of the site, its location and the layout and nature of the new housing and adjoining land uses.
- 4.2** Where it is impossible to make such provision on land either within or immediately adjacent to the site in a satisfactory and acceptable manner, or where the Council deem it appropriate, suitable off-site open space facilities, remote from the development land, may be acceptable either as new facilities or improvements to those existing.
- 4.3** A greenspace assessment will be carried out to determine what the most appropriate greenspace requirement is in line with identified local need.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### 5. When will we require open space?

The policy will be applied in the following circumstances:

- All new housing developments of 20 or more dwellings including flats.
- All conversions of existing buildings providing 20 or more dwellings.
- Individual proposals of less than 20 dwellings where the application site forms part of a larger site which when fully developed would exceed 20 dwellings or 0.8 hectares in size.
- Where sites are developed incrementally or by separate developers the policy requirement will be applied to the total site area to be developed or that which is available for housing development.
- Where significant amendments are made to developments with planning permission, the open space requirements for the site will be reviewed.

### 6. How will 15% of the site area be calculated?

- 6.1** A minimum of 15% of the gross site area is required to be laid out as open space. However, on occasions substantial landscaped strips may be required to protect the living conditions of residents or soften the boundary with countryside. The land used for landscaped strips is not available for development and will not usually make any significant contribution to recreational open space requirements. In these cases the 15% requirement will be calculated on the basis of the developable site area rather than the gross site area.

### 7. Types of green space

- 7.1** The type and quantity of green space which will normally be required as a result of new housing developments is set out below. However, it is important to stress that nothing contained in the guidance is a fixed standard which will be rigidly applied in each case. Each proposal will be considered on its own merits taking into account all material considerations.

#### **(A) Equipped children's play areas**

20-100 houses: Financial contribution required to enhance an existing equipped play area where one is accessible from the site or to provide a new play area off site where one is not accessible.

Over 100 houses: Provision generally required on site. In some circumstances a financial contribution for off site facilities may be acceptable if a suitable site is located nearby.

#### **(B) Informal play space and informal landscaped areas (including natural and semi-natural areas, allotments and green ways)**

20-40 houses: Financial contribution required to enhance existing informal open space and where accessible from the site or to provide new informal open space where none exists nearby.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

Over 40 houses: Provision should be made on site. In some circumstances a financial contribution to enhance informal space off site may be acceptable if any is located nearby.

### **(C) Formal recreation (sports pitches, courts, greens etc.)**

20-200 houses: Financial contribution required to enhance existing facilities or to provide additional provision if there is a shortfall in quantity or quality in the locality.

More than 200 houses: Provision will be required on site. Where this is not possible, a financial contribution to provide or enhance facilities off site will be required.

- 7.2** An off-site financial contribution, based on the figures at Appendix 2, will be required in lieu of any of the above open space types that is not provided on site.
- 7.3** The types of open space required will be related to the type of development. For instance, a development of elderly persons housing would not be expected to make a contribution to children's play facilities. Similarly, a development of one bedroom dwellings will not be required to contribute to children's play facilities.
- 7.4** In some cases, it may be desirable for sites of 20-40 houses to have all or some of the 15% open space requirement on site. For example, where there are no local opportunities to use off site financial contributions for children's play facilities or informal play space, then all of the 15% open space requirement should be provided on site.
- 7.5** An equipped children's play area may occasionally be required on sites of less than 100 dwellings, where there are no opportunities to use off site contributions in locations which are accessible from the site.
- 7.6** Only land which makes a positive open space contribution will count towards the required 15%. Highway verges; visibility splays; landscaped strips adjacent to roads; awkwardly shaped left over areas of land and private gardens will not be counted as contributing.
- 7.7** The definition of accessibility is set out in Appendix 1
- 7.8** The level of financial contributions for off site facilities is set out in Appendix 2.
- 7.9** The necessary legal procedures are set out in Appendix 5.

## **8. Safeguarding natural features**

- 8.1** Opportunities should be taken regardless of the size of the site to retain and enhance features of ecological and visual importance. This might include, for example, providing landscaped paths next to watercourses and retaining groups of trees and natural vegetation with or without public access as appropriate. Where retained natural features would form a substantial proportion of the 15%, the normal requirement for recreational open space may be proportionately relaxed.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

- 8.2** Greenspace serves an important role in providing habitat for wildlife as well as providing opportunity for people: open space should incorporate habitat for wildlife wherever possible and any landscaping should further enhance existing habitats with the use of appropriate native species.
- 8.3** There is potential for SuDS techniques to be incorporated into greenspace and form part of landscape features. Such features could be for example swales, filter strips, detention basins and retention ponds. Developments incorporating water features will need to be carefully designed.

### 9. Awkwardly shaped sites

- 9.1** Where a site is awkwardly shaped it may not always be desirable to provide open space on site. For instance, on a long narrow site it might be difficult to design open space that would be centrally located and overlooked by the fronts of houses. In such cases a contribution to off site facilities will be necessary.

### 10. Is it possible to have a combination of on and off site provision?

- 10.1** Yes. For example, on sites of over 40 houses, depending on individual circumstances, a combination of on and off site provision is a likely outcome, with informal open space being provided on site, and a financial contribution to enhance existing formal recreation facilities and equipped children's play facilities off site.
- 10.2** Contributions will be used for the following:
- Equipped children's play facilities: to provide or replace play equipment, safety surfacing and associated landscaping including fencing, planting and seating.
  - Informal open space: to provide new space or to improve existing planting, surfacing, access, car parking, seating, signage, public art and other infrastructure within existing open spaces, including cemeteries.
  - Formal recreation space: to upgrade existing facilities including: better drainage for sports pitches; improvements to seating; changing facilities; car parking; paths; fencing and landscaping; or to provide new facilities.
- 10.3** Contributions for maintenance will be held in a separate protected account to ensure the open space is maintained to an agreed standard for the relevant period (normally 15 years).

### 11. At what stage of the development should open space be provided?

- 11.1** It is important that open space is provided before a significant proportion of the site is completed and occupied.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### On site provision

- 11.2** Full details of the layout, landscaping (including any play equipment etc.) and phasing of all on-site open space provision will be secured by conditions attached to the planning permission.
- 11.3** If the land is to be dedicated to the Council this should take place within 1 year of the open space being laid out, landscaped and equipped. It is preferable for the plots adjoining open space to have been completed by this stage.

### Off site provision

- 11.4** Contributions for off site facilities should be paid on or before the commencement of the development.

## 12. Maintenance

- 12.1** It is important that provision is made for the future maintenance of new open space otherwise its value will deteriorate. The future maintenance of open space, which is principally of benefit to the development, is the responsibility of the developer. Developers will need to demonstrate they have secured an acceptable means of ensuring future maintenance, preferably by way of a management company. The Council will require full details of any such arrangements before a planning application is determined.
- 12.2** The Council expects the maintenance arrangements to be sufficient to ensure that areas of open space remain high quality whilst ensuring that the costs imposed on residents are reasonable, and remain so for the lifetime of the development. To ensure this, the Council's preference will be for a Community Interest Company (CIC) to be formed with its members being the residents of the new development (and their successors in title).
- 12.3** Where it is not possible to create a Community Interest Company or secure other management and maintenance arrangements in accordance with the requirements set out above, open space may be adopted and maintained by the Council. Where this is the case, a similar arrangement will be expected whereby residents contribute an agreed, index linked annual fee to cover the Council's maintenance and management costs in perpetuity. These arrangements would begin 1 year following completion of the development with the developer being responsible for all management and maintenance costs prior to that.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### 13. Design principles

- 13.1** Where green space is to be provided on site it should be designed in accordance with the principles outlined in the South Yorkshire Residential Design Guide 2011 and particularly the principles listed below.

#### Open Space

- 13.2** Open space should:

- be an integral part of the development and should usually form a central feature;
- incorporate significant existing landscape features wherever possible, including mature trees and watercourses even if these are not located centrally;
- be designed and located to reduce opportunities for crime, for instance, wherever possible houses should not back onto open space;
- be designed to avoid risk of noise, disturbance and nuisance. In particular, equipped play areas should be sited at least 20 metres from the curtilage of the nearest residential property, although some child and youth facilities will require greater buffer zones;
- not be located in peripheral areas of the site or where access would be by narrow alleyways;
- be separate from areas of major vehicle movements and designed and located to allow easy pedestrian access;
- avoid awkwardly shaped and leftover areas of land which should not form part of the open space provision for the site and in any case would not be adopted by the Council. Such areas of land are usually best planted and incorporated into gardens; and
- be linked by green corridors to allow people and wildlife to move between areas.

- 13.3** It should be noted that the minimum viable size for informal open space is about 0.2 hectares. The Council is unlikely to adopt open space of less than this size.

#### Equipped Children's Play Facilities

- 13.4** Equipped children's play facilities should:

- be overlooked by the fronts of houses and from well used pedestrian routes;
- be specifically designed for younger children of early school age to meet the NPFA standard for Local Equipped Areas for Play (LEAP);
- have a minimum play zone of 400 sq. m;
- be provided with at least 5 items of play equipment, one of which should include a multi-play item with a number of different play opportunities. Swings should be separate units and not attached to the multi-play item; and
- in some instances be required to be enclosed by robust dog proof fencing and provided with safety surfacing and approved signage.

- 13.5** You may wish to contact the Parks Supervisor on 01226 774356 for further information.



## Supplementary Planning Document: Open Space Provision on New Housing Developments

### Facilities for older children and youth's

- 13.6** Neighbourhood Equipped Areas for Play (NEAP) serve a substantial residential area and have a minimum play zone of 1000 sq m. They should have no less than 8 items of play equipment with the relevant safety surfacing and should include either a space for free use games, multi use games area, BMX or Skate Park facility. NEAPs generally serve children aged 8-14 years of age and younger children if supervised.
- 13.7** Youth facilities may have some form of shelter and lighting. This will be negotiated dependent on the location and individual site requirements.

### Informal play space and landscaped areas

- 13.8** Opportunities should be taken to design Local Areas of Play (LAP in the NPFA hierarchy) so that they provide informal opportunities for play for younger children (4-6 years of age). These areas which can be used for low-key games can include landscaped mounds and informal playspace, informal paved areas, low walls and tree trunks. These areas should be flat and level, normally with grass surfacing. Guardrails should be provided where there is any risk of road-related accidents. One or two simple items of static equipment may be included with appropriate safer surfacing.
- 13.9** It is important to bear in mind that any structures, including paving and low walls, will require future maintenance.

### Further Guidance on children's play

- 13.10** Guidance on the types and design of facilities is available from the Parks Supervisor in Neighbourhood Services on 01226 774356.
- 13.11** Useful information is also provided in '*Guidance for Outdoor Sport and Play: Beyond the Six Acre Standard England*', Fields in Trust (formerly National Playing Fields Association).
- 13.12** All fixed children's play equipment should be regularly inspected in accordance with BS EN1176 recommendations.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### Appendix 1. Explanation of accessibility

The Fields In Trust guidelines advise that children should not have to walk more than 5 minutes to an equipped children's play area and 1 minute to an informal play space, without crossing a main road. This equates to a pedestrian route of 400 metres for equipped play areas. Additionally the Greenspace Strategy sets local accessibility standards based on the typology of greenspace so for instance how far you can expect to travel to access a local neighbourhood greenspace or natural area; this can be found in Appendix 1 of the document. However, in considering where new facilities should be located it may not always be possible to achieve these standards given land availability and other factors.

Where open space provision is to be provided off site the Council will seek to ensure it is in a location which is reasonably accessible from the development site, wherever possible avoiding the need to cross busy roads.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### Appendix 2. Contributions per dwelling for off site provision of green space

The figures set out below reflect the cost of providing new and or enhanced green space. The figures reflect the need for larger dwellings to make a proportionally greater contribution than smaller dwellings, as on average they are lived in by more people. The figures also include provision for 15 years maintenance.

The contribution figures will be reviewed periodically if the costs of providing green space change.

Type of open space	Dwellings			
	1 bedroom	2 bedroom	3 bedroom	4+ bedroom
Child and Youth facilities	None	£503.51	£604.48	£705.47
Informal open space	£132.79	£196.40	£235.14	£275.26
Formal recreation	£560.22	£824.41	£989.01	£1155.00
<b>Total for all open space</b>	<b>£693.01</b>	<b>£1524.32</b>	<b>£1828.63</b>	<b>£2135.73</b>

In most cases no land acquisition will be necessary as contributions will be used on existing recreation land. However, there may be occasions where land acquisition will be required to establish new green space. In these cases an additional contribution to that set out in the table above will be required.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### Appendix 3. Examples of calculation of financial contributions

- (a) Development of 60 three bed houses and 40 two bed houses, where informal open space and children's play facilities are to be provided on site and formal recreation facilities off site:

Off site formal recreation requirement:

$£989.01 \times 60 \text{ three bed houses} = £59,340.60$

$£824.41 \times 40 \text{ two bed houses} = £32,976.40$

Total financial contribution  $£59,340.60 + £32,976.40 = £92,317.00$

- (b) Development of 50 three bedroom house where informal open space is to be provided on site and formal recreation space and children's play facilities off site:

Off site formal recreation requirement:

$£989.01 \times 50 \text{ three bed houses} = £49,450.50$

Off site children's play facilities requirement:

$£604.48 \times 50 \text{ three bed houses} = £30,224.00$

Total financial contribution  $£49,450.50 + £30,224.00 = £79,674.50$

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### Appendix 4. Contributions for maintenance of on site open space

Where the agreement reached entails the taking of a commuted contribution for the maintenance of on-site open space that contribution will be calculated for a period of 15 years and will generally fall within a range of £5.86 to £9.78 per square metre depending on the type of open space. The figures are set out below:

<u>Type of open space</u>	<u>Rate: (£ per Sq.m.)</u>
Low maintenance	£6.22
Normal maintenance	£8.29
Intensive maintenance	£10.38

#### Notes:

Low maintenance= mostly gang mowing and native trees and shrubs

Normal maintenance= grass and shrub planting

Intensive maintenance= grass and ornamental planting and/or play equipment

\*The figures will be reviewed periodically if the costs of maintenance change.

## Supplementary Planning Document: Open Space Provision on New Housing Developments

### Appendix 5. Legal procedures

#### On site provision

The Council will require a planning obligation, the precise terms of which will depend on the particular development proposal, but may include financial contributions, restrictions on use, requirements as to works, phasing and, long term maintenance arrangements (including land transfer). Development won't be allowed to commence until the planning obligation has been entered into. The planning obligation will seek to limit the occupation of the development until the terms of the planning obligation have been complied with.

Where land is transferred to a management company the planning obligation should include provision for the future management, inspection and maintenance of the Open Space to be met by an arrangement through rent charge or other covenant under which each householder is obliged to make a reasonable and proportionate contribution to the cost of management and maintenance of the Open Space in perpetuity. Where land is dedicated to the Council the planning obligation should include provision for the cost of the future management and maintenance of the Open Space to be met either by the rent charge/covenant arrangement or by provision for a commuted sum to cover future maintenance and a bond in case of default of works.

The Council will require full details of any such arrangements before a planning application is determined.

#### Off site provision

Where open space provision is to be made off site a planning obligation will be required to secure a financial contribution.

#### Outline applications

Provision for open space provision must be secured at the outline planning application stage. However, the precise nature of the proposed development will not be known at this time and provision of open space will normally be secured by use of planning conditions.

A model planning obligation and examples of standard conditions are available on request.



**Supplementary Planning Document**

**Removal of Agricultural  
Occupancy Conditions**

**Adopted May 2019**





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## Supplementary Planning Document: Removal of Agricultural Occupancy Conditions

### 1. About this Guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Policy

- 2.1** This document supplements policy GB4 in the Local Plan which states that:-

#### Policy GB4 Permanent Agricultural and Forestry Workers Dwellings

Proposals for agricultural and forestry workers dwellings will be allowed provided that:

- They support existing agricultural or forestry activities on well established agricultural or forestry units;
- There is clearly an established existing functional need which relates to a full time worker;
- The unit and the agricultural activity concerned have been established for at least 3 years and profitable for at least one of them, are currently financially sound and have a clear prospect of remaining so; and
- The functional need could not be fulfilled by another existing dwelling on the unit or in the area which is suitable and available for occupation by the workers concerned.

Development will be expected to:

- Be of a size commensurate with the established functional need;
- Be sited directly adjacent to existing buildings wherever possible;
- Be of a high standard of design and respect the character of its surroundings, in its footprint, scale and massing, elevation design and materials; and

## Supplementary Planning Document: Removal of Agricultural Occupancy Conditions

- Have no adverse effect on the amenity of local residents, the visual amenity of the area, or highway safety.

Where permission is granted we may remove permitted development rights, and impose occupancy conditions as appropriate.

- 2.2** Supporting text to this policy in the Local Plan states *"Where occupancy conditions are imposed they will not normally be removed unless it can be shown that the long term needs, both on that unit and in the locality, no longer warrant the dwelling's reservation for that purpose"*
- 2.3** Agricultural occupancy conditions are imposed only where a dwelling which is intended to serve the needs of agriculture is proposed for a site where a house would not normally be permitted.
- 2.4** In this context, it is clear that in order to safeguard the countryside from future encroachments there is a need to retain existing agricultural workers dwellings to serve the needs of that sector of the population, even if there is no longer agricultural justification for the dwelling upon the farm for which it was built. It is therefore clear that agricultural occupancy conditions should only be removed where the long term needs for such a dwelling can be explicitly proven to no longer exist.

### 3. Information Required to Support Planning Applications

- 3.1** All planning applications for the removal of agricultural occupancy conditions should be accompanied by relevant information from which the Council can make a rational assessment of the long term needs for the agricultural workers dwelling, both on the particular farm and in the locality. The onus for the provision of this information lies with the applicant and it should comprise:-
- A statement from an agricultural consultant assessing the existing viability of the farm and its continuing need for an agricultural workers dwelling; and
  - A statement of the methods employed to dispose of the dwelling to which the conditions relate. In order to collate this information, the Local Planning Authority suggests the following guidelines be followed:
    - The property should be advertised for sale as an agricultural workers dwelling, at frequent intervals, for a period of at least 12 months in both the Farmers Guardian or Farmers Weekly and the local press. The sales literature and advertisements should clearly refer to the agricultural occupancy condition.
    - The sales price of the property should reflect the restrictive nature of the agricultural occupancy condition. Copies of all advertisements and details of all enquires from prospective purchasers (including occupancy and place of work) should be retained and submitted as part of the statement.

## Supplementary Planning Document: Removal of Agricultural Occupancy Conditions

- c. Prospective purchasers who consider they meet the requirements of the occupancy condition should be advised to contact the Council to establish their eligibility.

- 3.2** Applications for the removal of occupancy conditions should be considered on the basis of realistic assessments of the continuing need for them, bearing in mind that it is the need for a dwelling for someone solely, mainly of last working in agriculture in an area as a whole and not just on the particular holding that is relevant.
- 3.3** In terms of need on the particular farm a report from an agricultural consultant is considered essential to facilitate this part of the assessment.
- 3.4** In respect of need within the locality the Council can provide details such as the number of applications for agricultural workers dwellings and the number of agricultural workers on the Housing Department's waiting list. However, this information alone is inconclusive and as such, if arguing lack of demand, the applicant should illustrate that unsuccessful attempts have been made to sell the property and that the marketing has been correctly targeted, financially realistic and sustained. It should be noted that a large number of appeals are dismissed due to failure by the appellant to undertake an appropriate selling campaign or due to failure to set a realistic asking price, as the value for an encumbered property is somewhere between 15-50% less than that of an unencumbered dwelling.

### 4. Further Information

- 4.1** For further information please contact Development Management on (01226) 772595 the first instance.
- 4.2** The contact details below are provided to enable you to select a consultant of your choice:-
  - 1. ADAS Northern  
[Planning@adas.co.uk](mailto:Planning@adas.co.uk)  
Tel: (0113) 232 1630
  - 2. Royal Institute of Chartered Surveyors  
[www.ricsfirms.com](http://www.ricsfirms.com)  
Tel: (0113) 394 5980
  - 3. British Institute of Agricultural Consultants  
[info@biac.co.uk](mailto:info@biac.co.uk)  
Tel: (01275) 375559



**Supplementary Planning Document**

**Residential Amenity and the Siting  
of Buildings**

**Adopted May 2019**





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## Supplementary Planning Document: Residential Amenity and the Siting of Buildings

### 1. About this Guidance

- 1.0.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.0.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.0.1** This Document primarily supplements Local Plan PolicyD1 High Quality Design and Place Making which states as follows:

#### Policy D1 High Quality Design and Place Making

##### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;
- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;
- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;

## Supplementary Planning Document: Residential Amenity and the Siting of Buildings

- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;
- Provide clear and obvious connections to the surrounding street and pedestrian network;
- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm.

In terms of place making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

- 2.0.2** This SPD sets out the design principles that will apply to the consideration of planning applications for non residential buildings in proximity to existing residential properties. The Council is committed to maintaining a high standard of residential amenity in areas where new development is proposed.
- 2.0.3** For a development to make a positive impact it needs to be successfully integrated into the wider built environment in which it is located. To do this effectively new developments must fit in with their surroundings in terms of height, spacing, massing, landscaping and design (e.g. choice of materials, details such as position of windows, architectural features, walls/fences) and not cause undue loss of amenity to existing residents. In this respect outlook, amenity, privacy and daylight/sunlight are considered. Good design, layout and landscaping should be the aim of everyone involved in the development process. It is, therefore, the responsibility of the developer, their advisors and the Council to raise standards. This guidance is a first step in terms of raising standards and maintaining residential amenity.
- 2.0.4** You are advised to discuss your proposal with the Council at an early stage. Formal pre-application discussions can help avoid problems and delays once an application is submitted. Further information, including the Pre-application Advice Protocol and charges for this are available on our web site.

## Supplementary Planning Document: Residential Amenity and the Siting of Buildings

### 3. Guidelines for Development

**3.0.1** The Council will assess your proposal for non residential development against the guidelines set out below. However, if your scheme matches these guidelines it does not necessarily mean that your application will be approved or that you have fulfilled your responsibility to achieve quality development. The guidelines should ensure that development which would have an unacceptable impact will be avoided. However, in some instances higher standards may be required and in other cases standards may be relaxed if there are mitigating circumstances and the development would result in overall benefits to the community and the environment.

#### 3.1 Relationship with existing dwellings

**3.1.1** The layout and design of new housing development must ensure that a high standard of privacy, light and outlook is obtained for existing residents where they live in close proximity.

**3.1.2** Developers in the first instance should consider design led solutions to ensure layouts deliver high standards by avoiding:

1. close overlooking of the windows in any existing dwelling or its garden from the proposed development or inappropriate siting of security cameras.
2. the introduction or intensification of vehicular and pedestrian movements close to an existing dwelling, its garden or boundary.
3. the overbearing or overshadowing effect of new buildings on an existing dwelling or its garden.
4. the proximity of plant or machinery to existing dwellings
5. the proximity of security or other lighting to existing dwellings.
6. the proximity of outside compounds or storage areas to existing dwellings.

#### Daylight & Sunlight

**3.1.3** Daylight is an important factor in residential amenity. Daylight will be impaired by the siting of a structure which obstructs it directly in relation to its size and distance away. The Building Research Establishment, (BRE), made a number of recommendations in its report, "Site Layout Planning for Daylight and Sunlight 1991". Although these recommendations are not mandatory, they are clear indicators of achieving design quality in development schemes. One of the recommendations is that suitable daylight to a dwelling is achieved where an unobstructed vertical angle of 25 degrees can be drawn from the centre point of the lowest window, the 25 degree rule. See Appendix 1.

**3.1.4** New developments should achieve this standard and demonstrate how day lighting of existing dwellings is safeguarded.

**3.1.5** In terms of sunlight, the orientation and height of any new building to existing dwellings will be important, with buildings on the south east, south or south west side of dwellings potentially having the greatest effect on sunlight.



## Supplementary Planning Document: Residential Amenity and the Siting of Buildings

### Separation Distances

**3.1.6** The following guidelines for non residential buildings will be applied unless it can be demonstrated that a design led solution can allow a relaxation of standards whilst maintaining high levels of privacy, amenity and outlook:

1. Any building at single or two storey height should be a minimum 25m from the windows of any habitable rooms in any nearby dwelling or the distance required by the 25 and 45 degree rules for access to daylight, whichever is the greater. See Appendix 1.
2. Any building at 3 storey height should be a minimum 30m from the windows of any habitable room in any nearby dwelling or the distance required by the 25 and 45 degree rules for access to daylight, whichever is the greater and the depth/bulk of the building taken into account. The larger the building footprint the greater the distance should be from existing dwellings. For example, a building more than 20m long or wide behind or in front of the main windows to the habitable rooms of a dwelling should be a minimum 35m away.
3. Any building higher than 3 storeys will need careful assessment as to its suitability for the location, distance and orientation to any existing dwelling and a significantly greater separation distance may be required.
4. Distances between new buildings and existing dwellings may be relaxed depending on a number of factors including site level relationships, (i.e. if at a lower level), existing screening or landscaping between the existing and proposed buildings and location. Each case will be judged on its merits in relation to these varying factors and particularly where a difference in site levels effectively reduces the effect of the height of proposed buildings in relation to existing dwellings.
5. Full compliance with standards are expected in predominantly residential areas whereas they may be relaxed in town centre situations/higher density areas.
6. Compliance with the suggested spacing criteria will usually provide most of the layout requirements for achieving satisfactory outlook, amenity and privacy and daylight/sunlight for conventional development. However, developments designed to control aspect or which employ screening may allow closer spacing, but sufficient, detailed information must be submitted to justify any relaxation.

**3.1.7** Special Note; Under certain circumstances, the Building Regulations control the number and size of windows and door openings (unprotected areas) fronting a boundary in order to minimise the risk of fire spread over the relevant boundary, this may be in conflict with any planning requirements. For further information please telephone 01226 772678.

### Outlook

**3.1.8** Care should be taken over the siting of buildings, especially those close to existing dwellings and common boundaries as their proximity may result in an unacceptable overbearing impact even though all other amenity requirements have been achieved. Outlook is the visual amenity afforded by a dwelling's immediate surroundings, which can be adversely affected by the close siting of another structure. However, this does not extend to the protection of a person's particular view from a property as this is not a material planning consideration.

## Supplementary Planning Document: Residential Amenity and the Siting of Buildings

- 3.1.9** Making the best use of site characteristics, changes in level and the retention of mature trees and shrubs will greatly assist the potential for achieving satisfactory outlook. When a structure is placed too close to a window so that it completely dominates the outlook it will have an overbearing impact. This is also dependent on the footprint of the building and generally, the larger the footprint the greater the impact. Compliance with the separation distances set out above will usually ensure that reasonable levels of outlook are retained for neighbouring residents.

### Privacy

- 3.1.10** New developments should be designed to protect the privacy of the occupiers of existing dwellings. This primarily covers accommodation forming habitable rooms, (bedrooms and living areas), although consideration should also be given to effects on private areas of amenity closely related to the dwelling, e.g. patio areas.
- 3.1.11** When developments are proposed near existing dwellings, special care needs to be placed on preventing windows in new buildings looking into the rear private areas of existing dwellings. Spacing standards, screening and design can help to mitigate this. e.g. high level, oriel or obscure windows. As privacy is eroded through the overlooking of existing dwellings, any significant change of ground levels can alter the effect of the separation distance. In these circumstances it will be important to provide a cross section to demonstrate the relative height between opposing accommodation.
- 3.1.12** The incorporation of permanent screening between respective elevations can help reduce overlooking between buildings. Where adequate permanent, appropriate screening can be provided, it may be possible to reduce recommended separation distances, providing daylight/sunlight and amenity provision is met. All proposals, which incorporate screening to reduce separation distances will be assessed on their own merits, but accurate cross sections will need to be provided with the application to demonstrate how privacy is achieved within the layout. The retention of existing, established, evergreen shrubs adjacent to a common boundary can constitute effective screening or other suitable size and species of trees, though care is needed to prevent undue overshadowing. The introduction of new planting can have a similar effect, but at sufficient size to provide a screening effect until mature, using species appropriate to the area's character. New planting will require a minimum two year maintenance period to establish.

### 3.2 Existing trees and hedgerows

- 3.2.1** If there are mature trees or hedgerows on your site the Council will expect them to be incorporated into the design and layout of the development and retained, wherever possible, for their visual, ecological and amenity protection value. Applications should be accompanied by an accurate site survey plan showing the position, spread, and species of all trees and hedgerows, and which are proposed to be retained. The spaces allowed for trees to be retained should be sufficient not just to safeguard the trees survival in the short term, but be sufficient to allow their long term development without interfering with the adjacent occupiers' enjoyment of their property in the future.

## Supplementary Planning Document: Residential Amenity and the Siting of Buildings

### 3.3 New planting

- 3.3.1** Consideration should be given at an early stage as to whether landscaping can assist in maintaining residential amenity. Any scheme should be designed to help the development fit into its surroundings and soften its visual impact. The planting of trees, hedges and shrubs can improve the appearance and help to protect the amenity of any existing adjacent residents. If appropriate, a landscaping scheme should be submitted with your planning application.

### 3.4 Walls and fences

- 3.4.1** The type and height of screen fencing or walls on boundaries with existing residential development can help protect residential amenity and are likely to be required as part of the scheme unless other boundary treatment exists or is proposed.

## Supplementary Planning Document: Residential Amenity and the Siting of Buildings

### Appendix 1.

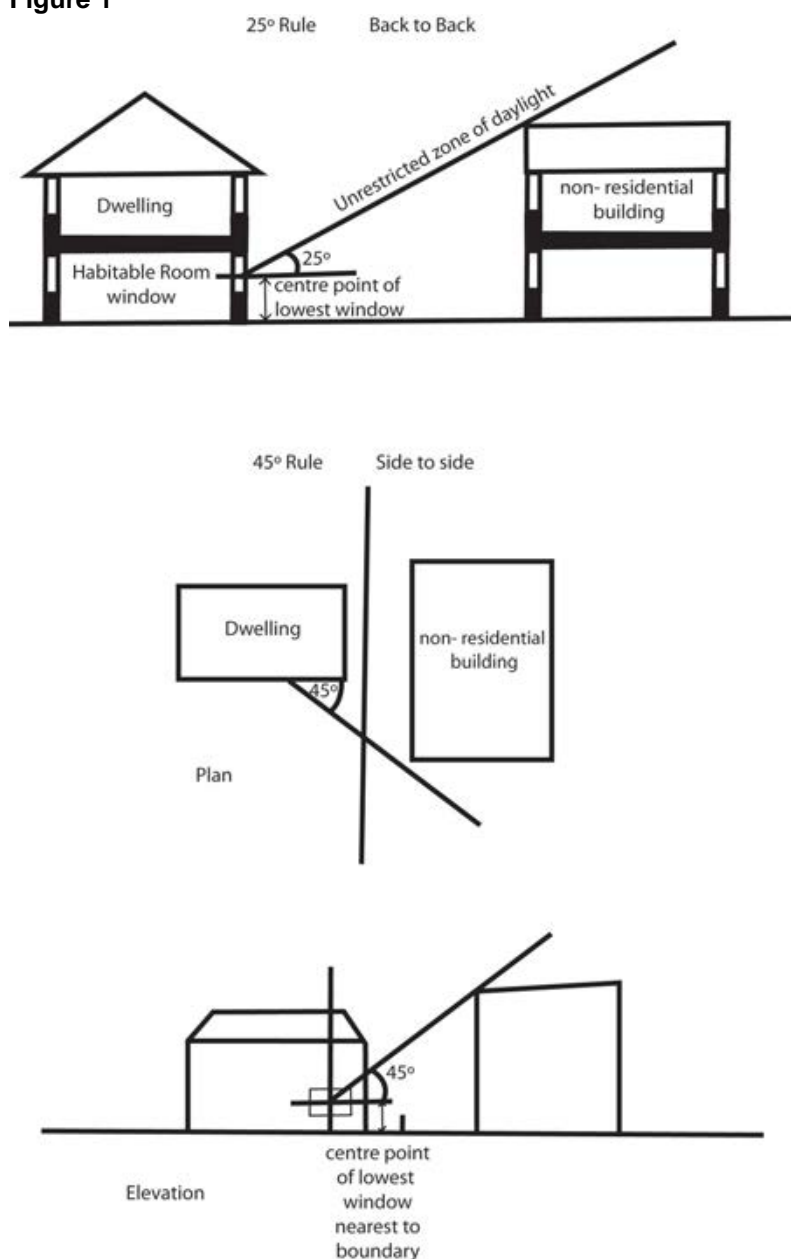
#### 25 degree rule (back to back orientations)

Taking a horizontal line extending back from the centre point of the lowest window, draw a line upwards at 25 degrees. All built development facing a back window should be below the 25 degree line.

#### 45 degree rule (back to side orientations)

Taking a horizontal line parallel to the back face of the building at the centre point of the lowest window closest to the boundary, draw a line 45 degrees upwards and another 45 degrees outwards towards the side boundary. All built development to the side of a back window should be below and behind these lines.

Figure 1



**Supplementary Planning Document**

**Shopfront Design**

**Adopted May 2019**







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## Supplementary Planning Document: Shopfront Design

### 1. About this guidance

- 1.0.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.0.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.0.1** The aim of the guidance is to raise standards throughout the Borough; and is of importance to anyone seeking to either alter their existing shopfront or install a new shopfront. The guidance supplements Local Plan Policy D1 which promotes good design.

### 3. Policies

#### Policy D1 High Quality Design and Place Making

##### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;
- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;

## Supplementary Planning Document: Shopfront Design

- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;
- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;
- Provide clear and obvious connections to the surrounding street and pedestrian network;
- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm

In terms of place making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

### 4. Good shopfront design - the reasons

- 4.0.1** Good design gives an impression of quality and permanence and makes the shopping environment more attractive for everyone. This in turn will increase business confidence. In contrast, poorly designed or maintained shopfronts can have a significant adverse impact, not just on the environment of the area but upon the local economy and the wellbeing of residents and visitors to the Borough. Poor quality shopfronts and security measures can create an environment where crime and vandalism thrives and this guidance seeks to help prevent these problems.
- 4.0.2** Shopping areas comprise a mix of uses operating at different times of day including the evening. It is therefore important that a high standard of appearance is maintained at all times and not only when shops are open.
- 4.0.3** Shopfronts are the main visible element of the street and are crucial in setting the character of a shopping area. Design should therefore take into account the character and form of the surrounding area as well as the proportions and style of the building itself and the adjacent properties.

## Supplementary Planning Document: Shopfront Design

- 4.0.4** It is not the aim of this SPD to provide a set of inflexible rules for new shopfronts or for alterations to existing ones, nor should this SPD restrain creative design. However, without a proactive and positive approach to shopfront design, new shopfronts or alterations to existing ones may be unsympathetic to the character of individual buildings and to the street scene in general. Shopfront design considerations can be of particular importance in sensitive settings where the character of heritage assets such as listed buildings or conservation areas are concerned. In such settings sympathetic shopfront design and the use of appropriate and traditional materials will be expected to maintain and protect the character of the area.
- 4.0.5** Solid external roller shutters can have an adverse environmental impact, they can give an area a 'dead' appearance and contribute towards creating a hostile fortress-like environment.
- 4.0.6** The Council therefore expects that new or replacement shopfronts to be designed in accordance with this guidance, and to achieve the Sustainability, Design and Conservation Team are able to offer design and installation advice (contact Tony Wiles on [tonywiles@barnsley.gov.uk](mailto:tonywiles@barnsley.gov.uk) or 01226 772576).

## 5. Good shopfront design - the principles

- 5.0.1** Improvements to shopfronts should be considered in accordance with the following criteria:
- The style of the shopfront should be derived from, reflect and harmonise with the character, age and materials of the building as a whole, as well as being seen in the wider context of the area within which it is located.
  - Modern shop fronts in a modern development can still accord with the principles of classic shop front design. A modern appearance with modern materials can still be acceptable whilst retaining the principles of traditional shop front design, scale and proportions. A blend of innovation and traditional principles can achieve an acceptable contemporary design form.
  - Innovative and contemporary approaches to shop front design can be appropriate in the correct context and the council does not wish to be prescriptive and stifle innovation in shop front design.
  - The upper floors and the shopfront should be seen together rather than as separate elements of the building. The scale of the shop front should be in proportion with the rest of the building. Essential features which are inherent in the upper floors of the building should be continued at shopfront level; i.e. window style.
  - Shopfronts should fit within the original structural framework of the building. Where there is an existing shopfront of good quality then it should normally be refurbished or repaired as a first course of action. Full replacement should only be considered when the applicant has proved that it is expedient to do so.
  - Where the shopfront involves what was historically two buildings, then the vertical division between the two, including any significant features, should be maintained.
  - Security of the premises must be incorporated within the overall design, and should be as unobtrusive as possible.
  - Signage should be appropriate to the age, scale and proportions of the building.
  - Illumination of shop signs should be external rather than in the form of internally illuminated box signs in translucent materials (see later note).

## Supplementary Planning Document: Shopfront Design

- Where the applicant seeks to incorporate a canopy then this should be within the overall design of the shopfront.
- Entranceways should be designed to allow access for everyone; including people with disabilities, older people and people with pushchairs and prams.

### 5.1 Good shop front design

Figure 5.1



The facade and shop front of the original building are an integral part of the whole design, from the pavement to the roof. The shop front as a whole creates a rhythmic pattern through its size, proportions, scale, fascia, lettering, etc.

New shop fronts should still be capable of respecting the existing buildings despite the use of different materials, and will contribute positively to the street scene and continue to advertise the business effectively.

### 5.2 Poor shop front design

Figure 5.2



This illustration shows shop frontages which have been converted in an unsympathetic way. The buildings and the street both suffer due to:

- The intrusive nature of oversized shop fronts which dominate the buildings and the street.
- The excessive use of large areas of glazing.
- The loss of architectural features.
- The loss of a balanced architectural relationship between the shop fronts and the upper portion of the facade.
- Large, unsuitable fascias and 'house styles' which disregard local conditions.
- The use of unsuitable materials

## Supplementary Planning Document: Shopfront Design

### 6. Detailed considerations

#### 6.1 Choice of materials

- 6.1.1** Materials should respect the age and style of the building and the street scene.
- 6.1.2** Timber is robust and versatile and is recommended for most shopfronts. Where the use of aluminium shopfronts are appropriate, then these should be colour powder coated as an integral part of the overall colour scheme.
- 6.1.3** Stallrisers should be in materials which are in character with the building. Large expanses of glass can appear out of scale as well as being costly to replace. A more intimate scale can be achieved by subdividing the windows by means of glazing bars.

#### 6.2 The well-balanced shop front (Figure 6.1)

- 6.2.1** The details contained in existing shop fronts are very important.
- 6.2.2** The original fascia, mouldings, glazing, doors, signs, lettering styles, recesses and projections all form part of the overall design.
- 6.2.3** What on the surface may appear to be a minor alteration to any one of these, may spoil the appearance of the shop front with no apparent gain.

Figure 6.1



Where possible, interesting features should be retained and repaired, and this should be allowed for in the builder's estimates.



## Supplementary Planning Document: Shopfront Design

## 6.3 Inappropriate alterations (Figure 6.2)

Figure 6.2



The illustration shows the shop front whose details have been spoiled by several changes:

- The new fascia obliterates the cornice and masks part of the window above.
- The fascia is too big and dominates the frontage.
- The roller shutter box is an afterthought - it has not been incorporated into the design. It protrudes clumsily, obscuring the clerestory light, and reduces the amount of natural light entering the shop.
- The new materials are unsympathetic and there is too much glass.
- The old shop front has been gradually destroyed through losing its character. The street is the worse for this, and the trader has lost a distinctive business image.

## Supplementary Planning Document: Shopfront Design

### 7. Shopfront security

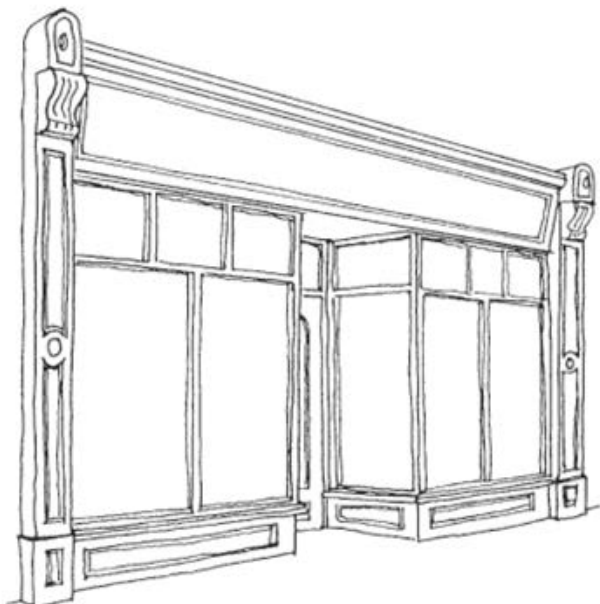
**7.0.1** The security of shops is a serious issue which must be a consideration at the design stage. In this way the overall design of the shop front is enhanced by the unobtrusive inclusion of security elements. By contrast, a well designed shopfront can be let down by ill-conceived or 'add-on' security measures which neither respect the building or the area.

#### 7.1 Traditional shop fronts (Figure 7.1)

**7.1.1** The preferred methods of providing security without destroying the character of the original shop front are:

- Alarm systems
- Toughened or laminated glass
- Perforated or grille-type internal roller shutters
- Strengthening the glazing bars and stallrisers

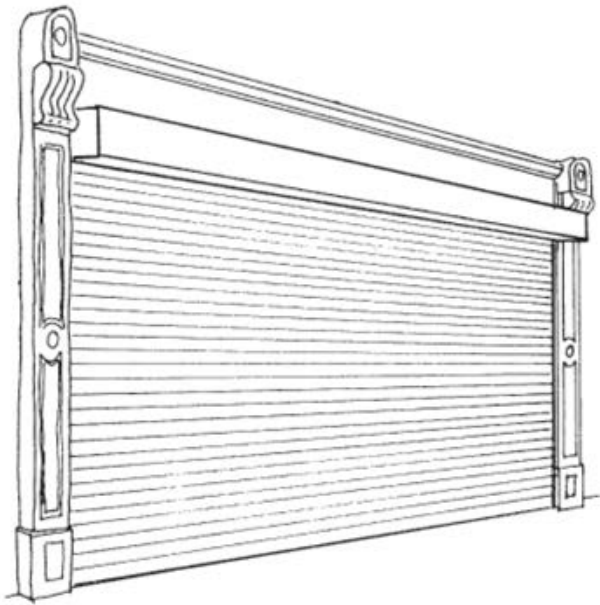
**Figure 7.1 Traditional Shop Front**



## Supplementary Planning Document: Shopfront Design

**7.2 Inappropriate design (Figure 7.2)**

- 7.2.1** The second illustration shows how the character and appearance of the original shop front are adversely affected by the introduction of external roller shutters.
- 7.2.2** The clumsy, protruding steel shutter box is at odds with the style of the fascia.
- 7.2.3** The solid, steel roller shutters are a hostile form in the street scene, and are prone to graffiti.

**Figure 7.2 Inappropriate Design****7.2.4** Shopfront security can be achieved in a number of ways:

- **toughened laminated glass**  
this is an extremely unobtrusive solution which can offer a good level of security without affecting the appearance of the property.
- **internal shutters**  
internal shutters are a visible form of security which does not compromise the external appearance of the shop. The shutters should be perforated and colour powder or plastic coated.
- **concrete or reinforced stallerisers concealed by suitable external materials**  
this can help contribute to reducing the risk of ram raiding by strengthening the shop front frame.
- **steel framed shop fronts**  
as above this can be an unobtrusive means of strengthening the shop front and reducing the risk of ram raiding.

## Supplementary Planning Document: Shopfront Design

- external roller shutters**  
 Solid external shutters are more prone to graffiti and give out signals about the area's vulnerability to crime - thus deterring positive use. As a result these will only be considered where the alternative measures outlined above have been fully explored and can be shown by the developer to be unsatisfactory. Where this can be shown, their design should follow strict guidelines; with the shutter box located behind the existing fascia and not protruding out onto the street, and the shutter itself perforated and powder or plastic coated in a colour to match the other elements of the shopfront. Planning Permission will be refused for poorly designed shutters even if similar examples exist in the locality. Solid galvanised projecting shutters will not normally be permitted. Roller shutters can only be used outside shop opening hours as they can adversely affect the means of escape from the building in the event of fire. Appendix 1 gives further technical advice.
- works to the forecourt**  
 Some businesses may feel that additional security measures are required to the forecourt area to the front of their premises because of concerns about ram raiding. Where this is the case, the measures to strengthen the shop front outlined above can be undertaken. Where supplementary works are required these should be of an appropriate style and design, as well as located so that they do not impede the pedestrian flow.

**7.2.5** The Police Architectural Liaison Officer who can be contacted on 01226 736017 or at [chris.squires@southyorks.pnn.police.uk](mailto:chris.squires@southyorks.pnn.police.uk), can provide free advice on techniques to design out crime at an early stage. SPG11 entitled Design to Avoid Crime gives guidance on security issues.

## 8. Signs

**8.0.1** Well designed signs can project an image of quality, confidence and permanence; whereas too many or oversized signs can give a cluttered and unattractive appearance which does not relate to either the building or the surrounding area.

**8.0.2** The Council is likely to approve signs which are:

- in character with the scale of the building;
- located at fascia level;
- respectful of the architectural features of the building, including first floor windows and shop front details;
- fascia box signs which do not protrude more than 100mm;
- designed using a style of lettering appropriate to the character of the building.

**8.0.3** The best option for signs is often to use individual letters restricted to the shop name. Clear well spaced letters are as easy to read as larger oversized letters. If additional signage is required then this is best applied to the window. For the safety of pedestrians and vehicles the bottom of any protruding sign should be at least 2.3m above the pavement and should not overhang the carriageway. A separate SPD on Advertisements has been produced and provides additional information.

## Supplementary Planning Document: Shopfront Design

## 9. Illumination

- 9.0.1** Excessive illumination causes light pollution and is therefore wasteful of energy. Well directed lighting can, however, aid personal safety within an area and enhance its attractiveness. The form which this illumination takes should also be considered at an early stage. For example, a well designed fascia box in a solid material which allows internal illumination to show through cut out lettering can be a very effective solution, whilst internally illuminated box mounted signs in an opaque material is an unsightly option and will be discouraged.
- 9.0.2** External lights can also be an acceptable solution, either by means of trough lighting or carefully designed and located spot lighting.

## 10. Canopies and blinds

- 10.0.1** Canopies and blinds should usually be canvas or other non reflective material. The incorporation of a blind should be examined with regard to the shopfront as a whole, and where possible the canopy should not unduly detract either from the fascia or the traditional window height.

## 11. Access

- 11.0.1** Alterations to a shop access which worsen access to premises contravene the Building Regulations.
- 11.0.2** Plate glass doors should have adhesive stickers fixed to them so as to warn partially sighted people.
- 11.0.3** Single doors should have a clear opening of 850mm and double doors 1620mm.

## 12. Corporate image

- 12.0.1** A large number of businesses, comprising national regional and local chains have a corporate image which they wish to communicate to the public. This is an understandable aim, which the Council supports. It is equally valid that the promotion of this image can be achieved in a number of ways, and that house styles can be adapted so as to respect the age, style, proportions and character of the building.

## Supplementary Planning Document: Shopfront Design

### 13. Questions

#### What needs Permission?

- 13.0.1** The installation of a new shopfront always requires permission as does any significant alteration to an existing shopfront. For further information phone Development Management on 01226 772595.
- 13.0.2** The regulations regarding the display of advertisements (including signage) are complex and you should always contact Development Management to discuss whether consent is needed at an early stage. Generally, any illuminated sign and any sign on an elevation which does not have a display window will need advertisement consent. However, many other signs also need consent.
- 13.0.3** All proposals which involve structural alterations or a revised door layout require Building Regulations Consent. For further information phone 01226 772678.
- 13.0.4** Any works in the Highway will require the consent of the Assistant Director, Environmental Services, who you should contact at an early stage on 01226 772063.

#### Are there any other consents required?

- 13.0.5** If your premises is a Listed Building or is located within a Conservation Area special policies and restrictions apply. To find out whether your premises are affected, please contact the Conservation Officer on 01226 772576.

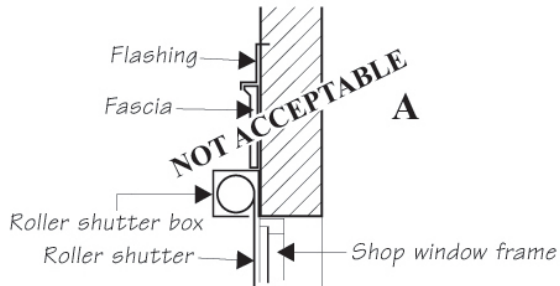


## Supplementary Planning Document: Shopfront Design

## Appendix 1. Roller shutter design

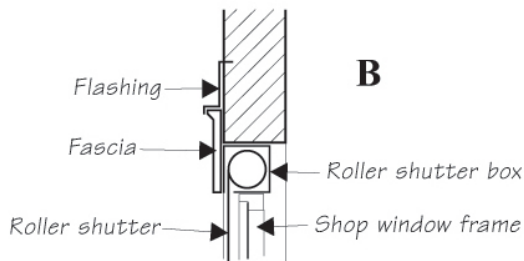
## The Shutter Box

Figure A



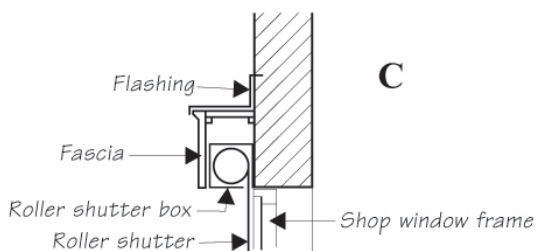
A standard square-sectioned box fixed onto the fascia is **unacceptable. (A)**

Figure B



The shutter box should be hidden from view, and ideally, built behind the fascia. **(B)**

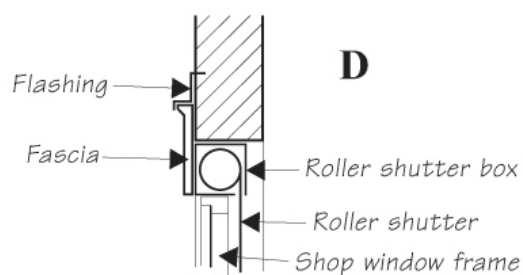
Figure C



In exceptional circumstances, where it is not possible to achieve the above, the fascia may be rebuilt to conceal the projecting shutter box. **(C)**

## Supplementary Planning Document: Shopfront Design

Figure D



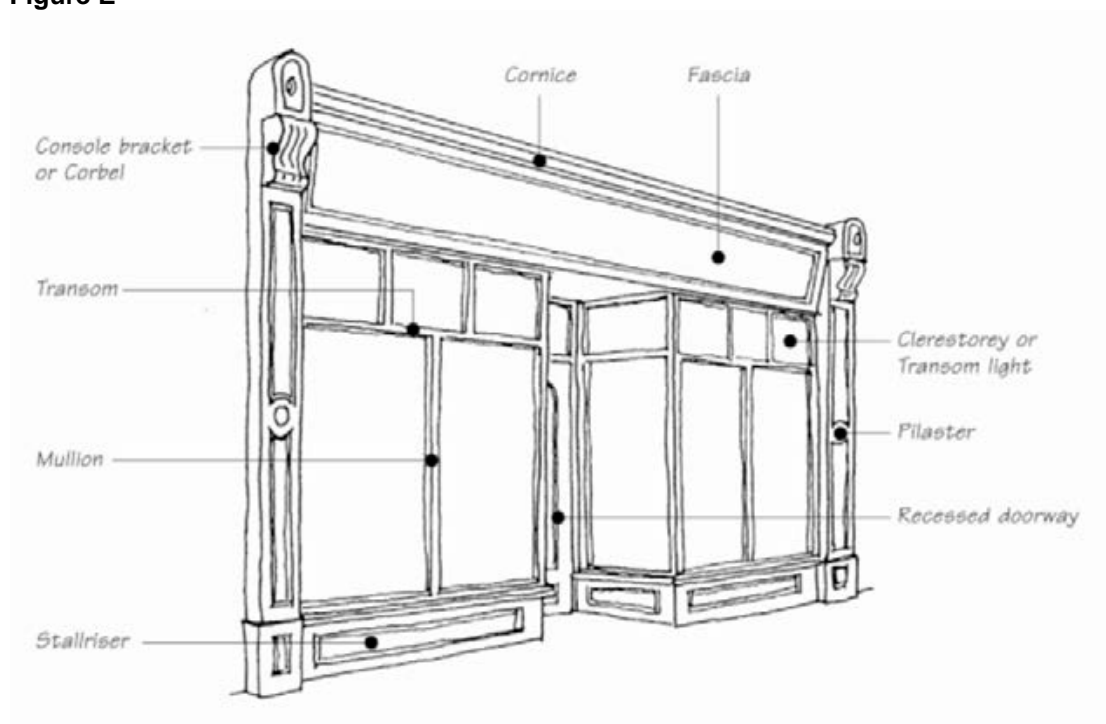
In areas of higher quality design and streetscape, including conservation areas and for listed buildings, a more design-sensitive approach will be required. In these cases, internal security grille-type shutters will be the most appropriate solution. **(D)**

## The Shutter

The shutter is visible when the premises are closed and so should be as attractive as possible. They should be coloured and for best results the pierced or latticed type, allowing a view to the window display when illuminated.

## Appendix 2. Elements of the shop front

Figure E



**Supplementary Planning Document**

**Trees and Hedgerows**

**Adopted May 2019**





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## Supplementary Planning Document: Trees and Hedgerows

### 1. About this guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.

### 2. Introduction

- 2.1** This document offers guidance to landowners, architects, and builders on how to deal with existing trees and hedgerows on development sites. Information can be obtained from the Council's online interactive maps as to whether a particular tree or woodland is the subject of a Tree Preservation Order or in a Conservation Area via the following link <https://www.barnsley.gov.uk/barnsley-maps/planning-explorer/>

### 3. Policy

- 3.1** This document supplements Local Plan policy BIO1 which states as follows:

#### Policy BIO1 Biodiversity and Geodiversity

Development will be expected to conserve and enhance the biodiversity and geological features of the borough by:

- Protecting and improving habitats, species, sites of ecological value and sites of geological value with particular regard to designated wildlife and geological sites of international, national and local significance, ancient woodland and species and habitats of principal importance identified via Section 41 of the Natural Environment and Rural Communities Act 2006 (for list of the species and habitats of principal importance) and in the Barnsley Biodiversity Action Plan<sup>1</sup>;
- Maximising biodiversity and geodiversity opportunities in and around new developments;
- Conserving and enhancing the form, local character and distinctiveness of the boroughs natural assets such as the river corridors of the Don the Dearne and Dove

<sup>1</sup> The Barnsley Biodiversity Action Plan<sup>1</sup> can be viewed here: <http://www.barnsleybiodiversity.org.uk/>



## Supplementary Planning Document: Trees and Hedgerows

as natural floodplains and important strategic wildlife corridors;

- Proposals will be expected to have followed the national mitigation hierarchy (avoid, mitigate, compensate) which is used to evaluate the impacts of a development on biodiversity interest;
- Protecting ancient and veteran trees where identified; and
- Encouraging provision of biodiversity enhancements

Development which may harm a biodiversity or geological feature or habitat, including ancient woodland and aged or veteran trees found outside ancient woodland, will not be permitted unless effective mitigation and/ or compensatory measures can be ensured.

Development which adversely affects a European Site will not be permitted unless there is no alternative option and there are imperative reasons of overriding public interest (IRPOI).

### 4. Statutory legislation

#### Tree Preservation Orders

- 4.1** A Tree Preservation Order (TPO) is a written order which makes it an offence to cut down, top, lop, uproot, wilfully damage, or destroy a tree protected by the order without our permission. TPOs are used to protect trees that have a significant visual impact on the environment, including individual trees, groups of trees, and those in defined areas or woodlands. If a protected tree is deliberately damaged or destroyed then the perpetrator could be liable to fines of up to £20,000 via the Magistrates Court, or unlimited fines via the Crown Court. Fines can also be imposed on people who cause or permit such work.
- 4.2** It is generally expected that trees protected by a TPO are retained and remain unaffected by any proposed development.

#### Hedgerow Regulations 1997

- 4.3** This legislation aims to protect important hedgerows in the countryside by controlling their removal by a system of prior notification. In particular it relates to hedges over 20 metres long for example on agricultural land, commons and village greens. It does not affect garden hedges. The Local Planning Authority must be given prior notification of the proposals, setting out the reasons for removal. It is a criminal offence to remove a hedgerow without prior notification and the Local Authority can require a replacement hedge. A guide to the Hedgerow Regulations can be obtained from HMSO. The regulations require assessment of any hedgerow's importance against a set of criteria including its woody species, and its ground flora. An assessment of the heritage significance (or lack of) must also be demonstrated where a hedge:
- Incorporates, demarcates or is associated with an archaeological feature that is a Scheduled Ancient Monument;

## Supplementary Planning Document: Trees and Hedgerows

- Incorporates, demarcates or is associated with an archaeological feature recorded within the Sites and Monuments Record (SMR) held by the South Yorkshire Archaeological Service. aspects (such as whether it forms part of an ancient boundary line, etc.);
- Marks a historic boundary, parish or township in existence before 1850;
- Marks the boundary of a pre-1600AD estate or manor or is associated with a building related to that estate or manor;
- Is recorded as an integral or visibly related feature of a pre-inclosure Act field system; or
- Forms part of a key landscape characteristic

### Conservation areas

- 4.4** Trees in a Conservation Area can be protected by a Tree Preservation Order (TPO). However, even those trees in these areas which are not the subject of a TPO are still protected by Section 211 of the Town and Country Planning Act. An owner must give the Local Planning Authority six weeks written prior notice of any works to trees, to give them an opportunity to determine whether or not a Tree Preservation Order should be served. Exemptions include trees under 75mm in diameter or those for which the Forestry Commission has granted a felling licence.

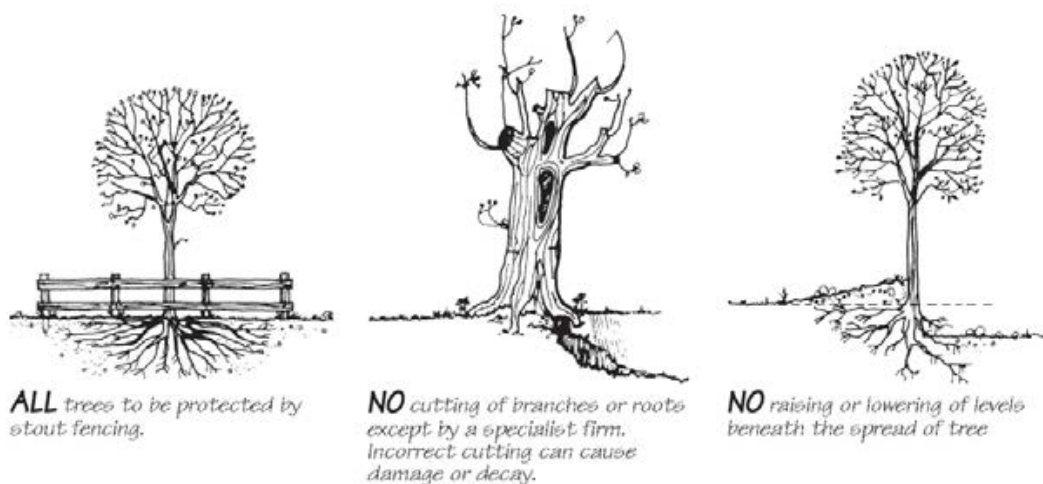
## 5. Content of planning applications

- 5.1** The Council considers that trees and hedgerows enhance the quality of the environment, including that of new developments, and should be retained and protected wherever possible.
- 5.2** Section 15 of the planning application form must be completed to state whether the proposal affects any trees either on or immediately adjacent to the site.
- 5.3** Where trees and hedgerows are situated in close proximity to a proposed development a full Tree Survey to British Standard BS5837: 2012 Trees in relation to design, demolition and construction – Recommendations will be required. The Tree Survey should include as a minimum the species, height, crown spread, stem diameter, crown height and general condition of the trees and hedgerows. The trees and hedgerows must also be given a retention category in accordance with the guidance laid out in BS5837: 2012. The Tree Survey also needs to specify any works or pruning that is needed so that they can be satisfactorily and safely accommodated in the development.
- 5.4** The tree constraints plan submitted with the survey must show the position and crown spread of all trees and hedgerows on and adjoining the site and the Root Protection Area (RPA) of each tree. The site plan submitted with the application must also clearly indicate which trees it is proposed to retain and which to remove. The site plan must also show the proposed layout of the site with the existing contour of the ground and any proposed alterations in ground level.

## Supplementary Planning Document: Trees and Hedgerows

- 5.5** Where there are impacts on trees you may be requested to provide an Arboricultural Impact Assessment (AIA) in addition to the above information detailing all the potential impacts on the trees and how they can be dealt with in a manner which means that the tree can be safely retained.

Picture 5.1



- 5.6** Section 12 of the planning application form must be completed to state whether the proposal affects any a) priority and protected species on the site or near to it, or b) designated sites, important habitats, or other biodiversity features. Trees and hedgerows are often valuable biodiversity assets in their own right and for the habitats they offer to other species/ groups such as bats.
- 5.7** Implications for trees, hedgerows, woody habitats and the species they encompass arising from the development proposal must be evaluated fully in ecology reports supporting any planning application. The reports should be produced by appropriately qualified and experienced ecologists. Trees and/ or hedgerows proposed for removal via a planning application should also appear in tables which link to plans identifying individual trees or groups of small trees with ecology criteria including: species, trunk diameter, bat roost potential, etc. Hedgerows should also have a full evaluation against all the Hedgerow Regulations 1997 criteria.
- 5.8** Proposals to fell trees or hedgerows within a designated nature conservation site, including ancient and semi-natural woodlands, will not normally be approved unless they comply with a management plan drawn up with regards to the reasons for designation. Ancient or veteran trees should also be retained in all but exceptional circumstances which should be justified by a suitably-qualified ecologist.
- 5.9** Where on-site trees or hedgerows contribute to either valuable bat commuting/ foraging habitat, and/or bat roost potential, the resource should be fully surveyed for its importance to bats following the current Bat Conservation Trust Survey Guidelines before any ecology report is submitted. This will not be conditioned as all UK bat species are so-called European Protected Species with a high level of protection.

## Supplementary Planning Document: Trees and Hedgerows

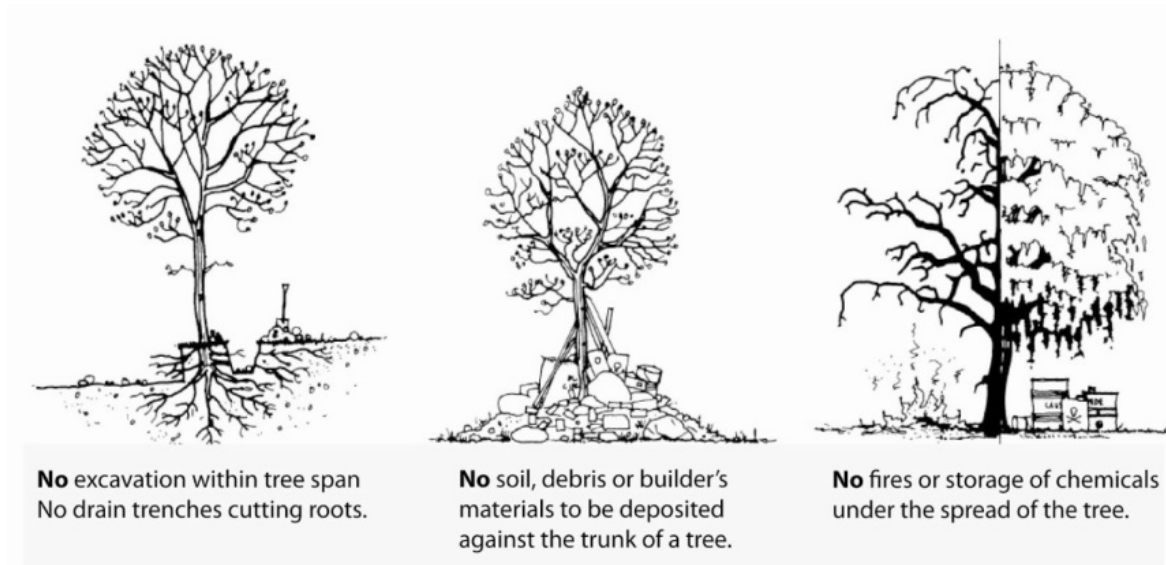
- 5.10** Pockets of woodland may be relict ancient woodland even if no ecological designation is in place. In this case other ecological groups such as birds, invertebrates, fungi, woodland wildflowers and micro-organisms indicative of antiquity may be present. If such habitat appears as if it may exist on the application site then the importance of the habitat as a whole should be evaluated within ecology reports and planning permission may not be given for its removal.
- 5.11** Planning applications will be expected to commit to not cover trees, hedgerows or other habitats with netting etc, prior to construction in order to exclude birds from nesting, etc.

### **6. Layout of development**

- 6.1** The Tree Survey information should inform the layout and design of the development and should ensure that, in particular, the higher retention category trees and hedgerows are retained, both in the short and long term. Plans which show the retention of high value trees or hedgerows which are too close to buildings, roads, or drainage systems or will be affected by alterations in ground level will not be approved. Sometimes it can take several years for damage to a tree caused by development to be apparent, and in other cases future residents may wish to remove trees that are too close to their dwelling, for instance due to the overshadowing of windows or leaves dropping in gutters or on car parking areas. In considering planning applications, the Council will seek to avoid such long term problems arising as well as ensuring that the development does not lead to the unnecessary direct removal of trees and hedgerows.
- 6.2** Generally, no buildings or works will be allowed within the RPA of any tree which it is proposed to retain because works within the key rooting area of the tree could lead to lasting damage being caused. The laying of impervious surfaces to areas previously covered with grass or gravel within or in close proximity to the RPA can lead to lack of water for trees. This means care must be taken with the provision of roads and parking areas.
- 6.3** Intervening distances must be adequate to ensure that future residents will not feel unduly threatened in high winds and to ensure that falling branches are not likely to cause damage to property or danger to residents. This may require that in some cases buildings, garages and parking areas are located substantially beyond the canopy spreads of large trees.

## Supplementary Planning Document: Trees and Hedgerows

Picture 6.1



- 6.4** Where trees/hedgerows are retained within development proposals or offered by way of mitigation/enhancement planting they should be clearly differentiated from ornamental/amenity features on layout/landscaping plans with an appropriate key.

## 7. Protection during development

- 7.1** Not only must care be taken with the layout and design of development, but also with construction work once plans have been approved. Adequate protective fencing to the standards set out in BS5837:2012 for trees and hedgerows which are to be retained on or adjoining the site must be erected. Damage on building sites can easily occur directly or indirectly through soil compaction by vehicles or materials, fires, spillage of oil, the addition or removal of soil above the roots or interference with the movement of water in the soil. Temporary, protective barriers, erected outside the RPA of all trees and hedgerows to be retained before work on site starts will be necessary.
- 7.2** When part of a tree's RPA cannot be fully fenced off and as such are affected by the development through hard surfacing or the construction of foundations etc. you will be asked to provide an Arboricultural Method Statement (AMS). The AMS will specify the works within the RPA which are to be undertaken to ensure the trees remain unaffected by the construction works.

## Supplementary Planning Document: Trees and Hedgerows

Figure 7.1



**NO** tree to be used as an anchor for winching purposes.



**NO** traffic over root system; compacting of soil over roots can lead to root suffocation.

- 7.3** For further information regarding trees in relation to development please contact the Tree Officer on (01226) 772557 or via email at [developmentmanagement@barnsley.gov.uk](mailto:developmentmanagement@barnsley.gov.uk).



**Supplementary Planning Document**

**Walls and Fences**

**Adopted May 2019**





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## Supplementary Planning Document: Walls and Fences

### 1. About This Guidance

- 1.1** The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2** As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on request.
- 1.3** The Council will not usually have any control over walls and fences which do not require planning permission. The only exceptions would be when the Council has a legal interest in the land or the wall or fence is considered dangerous.

### 2. When Is Planning Permission Required?

- 2.1** Planning permission is normally required to erect a wall or fence or other means of enclosure:-
1. Over 1 metre in height above ground level, adjacent to a highway used by vehicular traffic.
  2. Over 2 metres in height above ground level elsewhere.
  3. Your house is either listed or within the curtilage of a listed building.\*
  4. In a conservation area planning permission may be required to take down a fence, wall or gate
- 2.2** \*If a proposed wall or fence replaces a pre-existing structure and is physically attached to or is within the historic curtilage of a listed building, this may also require listed building consent.
- 2.3** In addition where the erection of a fence or wall would cause danger by obstructing the view of persons using a highway then planning permission will usually be required and is likely to be refused.
- 2.4** You are advised to check with Development Management before you start erecting a wall or fence to see if permission is required. Please contact Planning Services on (01226) 772595.

## Supplementary Planning Document: Walls and Fences

### 3. Ground Level

- 3.1** This is generally taken to be the natural ground surface next to the wall or fence. If ground level is different on either side of the wall or fence the measurement is generally taken from the highest point. However, where the natural ground level has been raised, for instance to form a patio area the measurement may be made from the original ground level.

### 4. Open Plan Estates

- 4.1** If you live on an open plan estate you should contact Development Management to check whether the erection of a wall or fence to the front of your property needs permission. It would also be advisable to check your deeds for similar restrictions.

### 5. Considerations In Determining Applications

- 5.1** Where the erection of a wall or fence does require permission the main issues are likely to be:-
- Design, appearance and materials.
  - Highway safety.
  - The impact on your neighbours.

### 6. Design And Appearance

- 6.1** The design, the materials used and the height of the wall or fence should relate to the character of the area in which you live or work.
- 6.2** Particular care should be taken on site frontages, in other visually prominent locations, or in sensitive settings (close to listed buildings for example).
- 6.3** In urban and suburban areas the use of stone, artificial stone and brick walls, good quality timber fencing, iron railings or hedges will usually be appropriate depending on the type and colour of the materials used and the character of the area and the individual property.
- 6.4** The use of less appropriate materials such as blockwork, concrete panels, perforated blocks and industrial security fencing will often damage the appearance of a property and the area in which it is located.
- 6.5** In rural areas, dry stone or traditional stone coursed walls or hedges (for instance, hawthorn) will usually be most appropriate.

### 7. Your Neighbours

- 7.1** The erection of a new boundary fence or wall or replacement of an existing wall or fence can unfortunately sometimes give rise to concern from an adjoining neighbour and become a source of bad feeling. If you let neighbours know what you are intending to do at an early stage, such difficulties may sensibly be avoided, even if planning permission is not required.

## Supplementary Planning Document: Walls and Fences

- 7.2** Where planning permission is required, your neighbours will be notified of your proposals by the Council and invited to make comments. Their views will be taken into account by the Council in reaching a decision.

### 8. Private Legal Matters

- 8.1** The Council would not normally have any control over the obstruction of a private access unless the Council has a legal interest in the land. Similarly the Council cannot get involved in land ownership disputes between private individuals.
- 8.2** The extent of your land ownership may be shown in your property deeds (often retained by the Building Society). Information regarding land ownership may also be held by the Land Registry. For further information, contact: The Nottingham (East) District Land Registry, Robins Wood Road, Nottingham, NG8 3RQ (Tel. 0115 9065353).

### 9. Council Houses

- 9.1** If you live in a Council or former Council house you will usually need the permission of the Head of Housing Services to erect a wall or fence regardless of size. It is advisable therefore to check your deeds for any such restrictions. For further information contact the Council's contact centre on (01226) 773555 who will put you into contact with the team who deal with Right To Buy /property queries on behalf of the Council.

### 10. Unsafe Walls

- 10.1** The Council can take action under the Building Act 1984 to ensure dangerous walls or structures are made safe. For further information contact the Building Control Section on (01226) 772678.

### 11. Retaining Walls

- 11.1** A freestanding retaining wall retaining over 1.5 metres of ground would need approval under the South Yorkshire Act 1980. Retaining walls forming part of a building will normally require approval under the Building Regulations. For further information you should contact the Building Control Section on (01126) 772678.

### 12. Demolition

- 12.1** Permission is not usually required to take down a wall or fence unless:-
- i. the retention or erection of the wall or fence has been specifically required by previous planning approval;
  - ii. it lies within the curtilage of a listed building; or
  - iii. it is located within a Conservation Area.

### 13. Flood Risk

- 13.1** The Planning Practice Guidance (PPG) on Flood Risk and Coastal Change: <https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications> makes



## Supplementary Planning Document: Walls and Fences

clear that a Flood Risk Assessment (FRA) is required for 'minor development' in flood zone 2 or 3. Walls and fences requiring planning permission would fall in this category. Flood Risk Standing Advice (FRSA) applies to minor development when it comes to the assessment of flood risks.

- 13.2** In the case of walls and fences particular attention should be paid to the potential to divert flood waters elsewhere / impede flood flows – the NPPF and PPG make clear that development which increases flood risk to others should not be permitted.
- 13.3** A flood risk activity permit may be required, under the Environmental Permitting Regulations, from the Environment Agency for any proposed works or structures in, under, over or within eight metres of a 'main river'. A permit is separate to and in addition to any planning permission granted. Further details and guidance are available on the GOV.UK website: <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

## 14. Further Information

- 14.1** Please contact Development Management on (01226) 772595 in the first instance.