



**Good Design**  
**Supplementary Planning Document**

**Draft for Consultation**

## **PREFACE**

This is the Council's draft Supplementary Planning Document (SPD) on Good Design in Craven. This SPD provides further detail to those policies of the adopted Craven Local Plan which relate to good design. It cannot and does not introduce any new policy requirements, rather it provides additional guidance to help applicants understand how it is possible for proposed developments to satisfy relevant adopted plan policies SD1, SD2, SP4, and ENV3 of the Craven Local Plan. Proposals will also be assessed against all other local plan policies that are relevant to the proposal.

The SPD is intended to assist applicants when submitting a planning application by outlining what documents and information should be provided with their planning application, in order to meet the requirements of adopted local plan policies relating to good design. Part Two of the SPD explains how proposed development can satisfy these plan policies. Part Three of the SPD is designed to assist applicants in preparing planning applications in the Craven Local Plan area, emphasising the importance of early pre-application discussions with the Council. Following the guidance set out in Part Three of the SPD will ensure that the planning application is valid and help to prevent delays in the decision-making process. It should be noted, however, that following the procedure set out in Part Three of this SPD does not guarantee that an application will achieve planning permission. Each application will be determined according to its individual merits and on a case by case basis.

The SPD will also be useful to the people considering and commenting on planning applications, including members of the public, statutory consultees, Council Members, and the Council's Development Management team. The information contained within the SPD will assist decision makers assess the planning application and decide whether or not it complies with both local and national planning policy.

<b>CONTENTS</b>	<b>Page</b>
<b>PART ONE: POLICY BACKGROUND</b>	<b>5</b>
1.1.0 Introduction	5
1.2.0 Preparing, submitting, and front loading of planning applications	6
1.3.0 Public consultation	6
1.4.0 The Local Plan, the National Planning Policy Framework (NPPF), the Planning Practice Guidance (PPG) and the Craven Climate Emergency Strategic Plan	7
 <b>PART TWO: CONFORMING WITH RELEVANT POLICIES OF THE CRAVEN LOCAL PLAN</b>	 <b>11</b>
2.1.0 Context	11
2.2.0 Infrastructure	21
2.3.0 Ensuring development is internally and externally accessible	23
2.4.0 Art and Culture	30
2.5.0 Designing Out Crime	31
2.6.0 Shop Fronts/Advertisements	34
2.7.0 Sustainable Design and Construction	38
 <b>PART THREE: PREPARING AND SUBMITTING PLANNING APPLICATIONS</b>	 <b>41</b>
3.1.0 Pre-application discussions	41
3.2.0 Documents to Support a Planning Application	42
3.3.0 Outline, Reserved Matters and Planning Conditions	45
3.4.0 Community Engagement	45
3.5.0 Masterplans	46

<b>APPENDICES</b>		<b>Page</b>
<b>A</b>	<b>Glossary and Acronyms</b>	<b>47</b>
<b>B</b>	<b>Sustainable Design and Construction Statements – Key Content</b>	<b>50</b>
<b>C</b>	<b>The Context and Distinctiveness of Craven</b>	<b>56</b>

## **LIST OF FIGURES AND TABLES**

<b>Figure 1: Materials and Palette – Walls, Roofing and Gateposts</b>	<b>17</b>
<b>Figure 2: Materials and Palette – Windows and Window Reveals</b>	<b>18</b>
<b>Figure 3: Materials and Palette – Pavements, Surfaces and Street Furniture</b>	<b>19</b>
<b>Figure 4: Principles in Pictures – Development should be permeable and make getting around easier</b>	<b>27</b>
<b>Figure 5: Principles in Pictures – Access roads should be designed as streets</b>	<b>29</b>
<b>Figure 6: Principles in Pictures – Designing out crime and promoting safe living environments</b>	<b>33</b>
<b>Figure 7: Diagram of key components of a shopfront</b>	<b>35</b>
<b>Figure 8: Principles in Pictures – Good shopfront design contributes to character, distinctiveness and public realm</b>	<b>37</b>
<b>Figure 9: Context and Distinctiveness – Skipton</b>	<b>58</b>
<b>Figure 10: Context and Distinctiveness – Settle</b>	<b>59</b>
<b>Figure 11: Context and Distinctiveness – Bentham</b>	<b>60</b>
<b>Table 1: Minimum gross internal floor areas and storage (sq m): NDSS</b>	<b>20</b>
<b>Table 2: Supporting documents which are commonly required to accompany a planning application</b>	<b>43</b>

# PART ONE: POLICY BACKGROUND

## 1.1.0 Introduction

1.1.1 The Town & Country Planning (Local Planning) (England) Regulations 2012 defines a supplementary planning document as a document within Regulation 5 of the Regulations which is not a local plan, an adopted policies map, or a statement of community involvement. Effectively, this means that a supplementary planning document (SPD) is a document prepared by a local planning authority which contains statements regarding environmental, social, economic, or design objectives that are relevant to the attainment of the development and use of land which is already encouraged by the policies of the local plan, with the proviso that those statements must not be statements which are required to be made in a local plan. Development management policies which are intended to guide the determination of applications for planning permission are matters for a local plan, and new statements on those matters (including the imposition of additional requirements) cannot be included in a SPD. However, a SPD can reiterate existing local plan policies and can give additional guidance to explain both the objectives which the policies are seeking to achieve and how it may be possible for proposed developments to satisfy those policies. The glossary of the National Planning Policy Framework (NPPF) describes SPDs as:

*“Documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.”*

1.1.2 Paragraph 5.32 of the supporting text to policy ENV3: Good Design states that a SPD may be brought forward to aid developers and decision makers in bringing forward new development proposals founded on good design principles. This SPD therefore provides further guidance on good design in the Craven Local Plan area. In accordance with the above legal and NPPF definitions of SPDs, it adds further detail to help explain the objectives relating to the following policies of the Craven Local Plan (adopted November 2019). It explains ways in which applicants can seek to show, both pre-application and as part of their application, that their proposals for good design are able to satisfy the following key adopted local plan policies:

- Policy ENV3: Good Design
- Policy SD1: Presumption in favour of sustainable development
- Policy SD2: Meeting the challenge of climate change.

The concept of good design cuts across all adopted local plan policies, therefore all new and proposed development should be founded on good

design principles. The aim of policy ENV3 is to ensure that growth in Craven results in positive change in design terms, which benefits the local economy, environment and quality of life, including health and well-being.

### **1.2.0 Preparing, submitting and front loading of planning applications**

1.2.1 In accordance with Policy SD1 of the Craven Local Plan and paragraph 11 of the NPPF, the Council will take a proactive approach and will work cooperatively with people and organisations wishing to carry out development and applying for planning permission, to find solutions to secure sustainable development that meets the relevant plan policies and be approved wherever possible. Architects and other suitably qualified professionals have an important role to play in preparing, submitting and front loading of planning applications in order to ensure that proposals are well designed and meet the requirements of policy ENV3. Therefore, applicants are strongly encouraged to employ such professionals to develop any development proposal. Solutions to secure sustainable development for Craven, including contributing to the implementation of the Council's Climate Emergency Strategic Plan 2020 – 2030 through the policies of the local plan, and the efficient processing of planning applications, can be achieved through early pre-application engagement with the Council. This is called the process of 'front loading' and is strongly encouraged by the NPPF at paragraphs 39 to 46.

1.2.2 Part three of this SPD, 'Preparing and submitting planning applications' explains how this front loading can best take place in Craven and is a useful starting point for potential applicants as it also provides signposting back to those policy criteria set out in part two. Pre-application information relating to the matters identified in the policies is likely to be required before a planning application is validated. Part Three of the SPD also provides important information on the supporting documents which are commonly required to accompany a planning application both in relation to the Council's validation requirements and other supporting documentation.

### **1.3.0 Public Consultation**

1.3.1 This is a consultation draft SPD which is required under Regulation 12 and 13 of the Town & Country Planning (Local Planning) (England) Regulations 2021 (as amended). This first draft of the SPD is currently subject to a four-week period of public participation from Monday 13th September until Monday 11th October 2021. Following this period of public participation, representations will be invited on a second draft of this SPD over a four-week period later in 2021. As required by regulation 12(a), a Consultation Statement will be prepared and published alongside the second draft SPD which sets out the persons the authority has consulted when preparing the SPD, a summary of the main issues raised and how they have been addressed in the SPD.

- 1.3.2 Following these two periods of public participation and inviting of representations on the draft SPD, comments and representations received will inform the final SPD, which will be presented to the Council's Policy Committee for adoption and confirmed by Council (if required). Once adopted, the SPD will be capable of being a material consideration. The policies of the local plan itself, which the SPD supports, will be used to guide the determination of planning applications. The SPD is intended to assist applicants in formulating their proposals so as to best achieve policy compliance. Its contents do not amount to development management policies and cannot be treated as such.
- 1.3.3 A sustainability appraisal is not necessary for the preparation and approval to this SPD, which does not set the framework for decisions on planning applications. Sustainability appraisals have been undertaken for the local plan policies which this SPD supports.
- 1.3.4 In accordance with the provisions of the Strategic Environmental Assessment (SEA) Directive and the Environmental Assessment of Plans and Programmes Regulations (2004) (Regulation 9(1)), the local authority must determine whether a SEA is required under Regulation 9(3) for a supplementary planning document. Therefore, a SEA screening report for the draft SPD will be prepared after the first period of public participation and published when representations are invited on the second draft SPD. The final screening report will be presented to Council Members for adoption.
- 1.3.5 A Habitats Regulations Assessment (HRA) is required to determine whether a plan or project would have significant adverse effects upon the integrity of internationally designated sites of nature conservation importance (also known as Natura 2000 sites). The requirement for HRA is set out within the Habitats Directive 92/43/EEC and transposed into British law by Regulation 102 of the Conservation of Habitats and Species Regulations, 2010. A screening report can determine if a full HRA is required (i.e. an Appropriate Assessment or further report, as necessary), which is prepared by the local authority. Hence, as with the SEA process, a HRA screening report for the draft SPD will be prepared after the first period of public participation and published when representations are invited on the second draft SPD. The final screening report will be presented to Council Members for adoption.
- 1.4.0 The Local Plan, the National Planning Policy Framework (NPPF), the Planning Practice Guidance (PPG) and the Craven Climate Emergency Strategic Plan**
- 1.4.1 The [Craven Local Plan](#) (hereafter referred to as 'the plan') was adopted on 12 November 2019. Policy ENV3: Good Design is the policy which is the primary focus of this SPD. The following paragraphs explain the key local plan policies that relate to good design, however as this concept cuts across all adopted local

plan policies, all proposed development is expected to be founded on good design principles.

1.4.2 Policy SD1: Presumption in favour of sustainable development sets out the local plan's principle aim of promoting sustainable development in Craven. The policy states that the Council will take a positive and proactive approach in working cooperatively with people and organisations wishing to carry out development and apply for planning permission, to find solutions to securing sustainable development that meets relevant local plan policies and can be approved wherever possible.

1.4.3 Policy SD2: Meeting the challenge of climate change is the plan's strategic policy on meeting the challenge of climate change and cross refers to the various policies which seek to mitigate the impacts of, and adapt to, climate change, e.g. ENV3 on Good Design and ENV6 on Flood Risk.

1.4.4 Policy ENV3 includes twenty policy criteria, which are grouped within the policy under following seven headings:

1. Context
2. Infrastructure
3. Ensuring Development is Accessible
4. Art & Culture
5. Designing out crime
6. Shop fronts/advertisements
7. Sustainable design and construction

Part Two of this SPD provides guidance on achieving good design relating to each criterion grouped under these seven headings.

1.4.5 The preparation of the plan, and its examination, has been based on the provisions of the 2012 NPPF, and the accompanying Planning Practice Guidance (PPG) and relevant ministerial statements up to mid-2018. Therefore, Policy ENV3 reflects these provisions. The 2012 NPPF was updated in July 2019. As set out in paragraph 130 of both 2012 & 2019 versions of the NPPF, 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.



1.4.6 The 2019 NPPF was further updated in July 2021 and places greater emphasis on beauty, place-making, the environment, sustainable development and underlines the importance of local design codes. In Oct 2019 the Government published the National Design Guide, which demonstrates what the NPPF means by “achieving well-designed places”. In July 2021 the Government published the National Design Code which expands on the National Design Guide and sets a baseline standard of quality and practice which local planning authorities are expected to take into account when developing local design codes and guides and when determining planning applications. Both the National Design Guide and Code form part of the Government’s national planning practice guidance (NPPG) and should be read alongside the separate NPPG on design process and tools. The updated NPPF states that all local planning authorities should prepare local design guides or codes that are consistent with the national design guide and code. Whilst Policy ENV3 of the Craven Local Plan predates the National Design Guide and Code, this policy and the contents of this SPD are consistent with both these national design documents, providing the Craven perspective on ‘achieving well designed places’. In the absence of local design guidance, local planning authorities will be expected to defer to the National Design Guide, National Model Design Code and Manual for Streets which can be used as material considerations in planning decisions. The National Design Guide is available at:

<https://www.gov.uk/government/publications/national-design-guide>

The National Design Code is available at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/957205/National\\_Model\\_Design\\_Code.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/957205/National_Model_Design_Code.pdf)

1.4.7 As explained at paragraph 1.1.1, this SPD can only reiterate existing local plan policy and give additional guidance to those policies, it cannot impose any additional requirements. Therefore, this SPD cannot impose any changes resulting from the July 2021 update to the NPPF. These will have implications for future LP policy. Craven District Council, as the local planning authority, is required by law to determine planning applications in accordance with the local plan, unless material considerations indicate otherwise. In terms of good design, applications will be assessed against key local plan policies SD1, SD2, and ENV3, and all other relevant local plan policies.

1.4.8 In January 2020 the Council approved the Craven Climate Emergency Strategic Plan (CESP) 2020 to 2030 which seeks to act upon the Council’s Climate Change Emergency Declaration adopted in August 2019 for the district to be carbon neutral by 2030. The CESP can be viewed at: <https://www.cravencd.gov.uk/media/9460/cdc-climate-emergency-strategic-plan-february-2020.pdf> and reinforces the existing policies of the local plan

which address climate change and carbon reduction measures. It is capable of being considered as a material consideration in determining relevant planning applications and supports policy ENV3, SD1 & SD2 (as well as policies ENV6, ENV7, ENV8 and ENV9) to reduce energy use, water use and carbon emissions, maximise the energy efficiency of development, and reduce the environmental impact of materials used in construction.

## PART TWO: CONFORMING WITH POLICY ENV3: GOOD DESIGN

### 2.1.0 Context

2.1.1 Policy ENV3 states that development should, amongst other things, respond to the context and enhance local distinctiveness. These are not unusual design principles and are typical of most policies and guides on good design. However, the key to their effectiveness lies in understanding what local context and distinctiveness are and using that understanding to inspire new design. The Craven Local Plan supporting text defines context as “*local circumstances, which form the background to a design idea and help the design make sense in its surroundings*” and distinctiveness as “*positive features that help to contribute towards creating a ‘sense of place’, and individual identity*”. Heritage has a strong influence on context and distinctiveness and this, too, is defined in the Craven Local Plan, as follows:

*“Heritage is what we have inherited from the past and place special value upon. It is a broad term and can be applied to a wide range of things from landscapes and buildings to customs and knowledge. As well as being a record of our development through history, it creates local identity, is weaved into our modern way of life and can be an inspiration for positive change into the future.”*

2.1.2 Therefore, as a starting point for any good design, it is important for the designer to understand the context and distinctiveness of Craven and, therefore, to understand its heritage, including its landscape character. Expert evidence provides the best basis for such understanding and this can be found in the Council’s Conservation Area Appraisals, which form part of the underpinning evidence-base of the Craven Local Plan. Appendix C is titled The Context and Distinctiveness of Craven and provides a concise description and assessment of:

- Geology, Landscape and Views
- History and Industrialisation
- Contemporary Craven

Appendix C is based on the Conservation Area Appraisal evidence – beginning with the General Introduction to a suite of conservation area appraisals undertaken in 2016 – and should help designers to gain the understanding and inspiration they need. Furthermore, a good understanding of the landscape character of the plan area and the location of a proposed development will be found through reference to the following landscape character assessments:

- Craven Landscape Appraisal (2002)  
<https://www.cravencdc.gov.uk/media/3036/landscape-appraisal-2002.pdf>

- Natural England Character Areas  
<https://www.gov.uk/government/publications/national-character-area-profiles-data-for-local-decision-making>;
- North Yorkshire and York Landscape Characterisation Project (2011) (or successor documents)  
<https://www.cravenc.gov.uk/media/8643/north-yorkshire-and-york-landscape-character-assessment.pdf>

## **Policy ENV3 Criterion a) - Understanding, and responding to, the environmental context**

- 2.1.3 Criterion (a) of Policy ENV3 states: *“Development should respond to the context and proposals should be based on a proper understanding and appreciation of environmental features, including both natural and built elements such as landscape, topography, vegetation, open space, microclimate, tranquillity, light and darkness”*. Paragraphs 2.1.1 and 2.1.2 above refer to important documents which will allow the designer to understand the environmental context for a development proposal in Craven. Policies ENV1: Countryside and Landscape, and ENV2: Heritage of the Craven Local Plan and their supporting text indicate how proposals should respond to these important environmental contexts.
- 2.1.4 Landscaping should form an integral part of any proposal. It can create a high quality setting, help integrate new development into its surroundings, and assist the promotion of biodiversity through the use of native species. Good landscape design can enhance the natural environment and is fundamental to its character and sense of place. Usable and attractive green spaces with native vegetation are proven to have benefits for mental and physical health, especially in urban areas. Therefore, all proposals should demonstrate high quality, properly funded landscape design from the outset and not as an afterthought or ‘add on’.
- 2.1.5 Natural landscaping can also have a positive impact in terms of microclimate. This is a local set of atmospheric conditions that differ from those in the surrounding region. In urban areas, where brick, concrete and asphalt absorb the sun’s energy, heat up, and then re-radiate that heat to the ambient air, the resulting urban heat island is a type of artificial, undesirable microclimate. This phenomenon can occur even in smaller urban settlements where there is a high density of artificial surfaces, with little relief provided by natural vegetation. Particularly for Skipton, well planned natural landscaping and vegetation both within and surrounding a new development contributes to a better functioning urban system.
- 2.1.6 The proposed development should be as harmonious as possible in terms of both noise emissions and visual properties. Tranquillity, the state of being

tranquil or calm with minimum noise intrusion, can be sought in built environment terms by incorporating traditional design features that keep occupants better connected with natural elements such as native vegetation. The building design itself and its planned functions must also ensure they minimise any out-going excessive noise.

- 2.1.7 Considered and careful building design can also heavily influence light and darkness properties, both internally and externally. Providing the correct amount of light is a key challenge, as too much brightness can lead to light pollution. Even poorly designed buildings at relatively low densities can contribute to this unnecessary effect. Moreover, light pollution also of course represents wasted energy, which is contrary to good design and the objectives of the Council's CESP.

### **Policy ENV3 Criterion b) - Respecting the form of the built environment**

- 2.1.8 Criterion (b) of Policy ENV3 states: "*Designs should respect the form of existing and surrounding buildings including density, scale, height, massing and use of high quality materials which should be locally sourced wherever possible*". (See glossary at Appendix A for definition of 'wherever possible').

- 2.1.9 Buildings, structures and surfaces within the built environment should complement each other well. All new elements should consider the scale and materiality within their immediate context, as well as the setting's overall character. By using common materials, it is possible to create harmony with existing buildings and the street scene whether this is part of a contemporary or more traditional design. Traditional designs need to be followed carefully in conservation areas or with extensions to listed buildings.

- 2.1.10 Locally sourced materials are ideal in terms of reinforcing the local vernacular and reducing the carbon footprint of transported building products. Gritstone, for example, is a common vernacular walling material in Craven and continues to be produced by quarries in the Pennine region. Therefore, it should be possible for developers to acquire high quality locally sourced materials for their developments. The Council recognises however, that it may not always be possible to source appropriate high-quality materials locally. If an applicant considers that it is not possible for appropriate high-quality materials to be sourced locally, this should be justified in their Design and Access Statement (see Part Three of the SPD).

- 2.1.11 Craven has an established and distinct character when it comes to building heights. Therefore, developments in Craven are encouraged to take into consideration the scale and massing of their immediate surroundings. Proposed developments should also consider how the immediate space around them may be occupied or developed in future and thus accommodate any potential further development.

2.1.12 Craven has a very distinct material palette which defines its character. Stone buildings featuring gritstone and sandstone are regularly found in the district. Development proposals are, therefore, encouraged to consider the material palette to create well designed and innovative buildings that work well within their context. Figures 1-3 included below and Appendix C provide details of materials and palette in the Craven context.

### **Policy ENV3 Criterion c) - Legibility and a sense of place**

2.1.13 Criterion (c) of Policy ENV3 states: *“Development should be legible and create a sense of place by maintaining, enhancing and creating good townscapes with beneficial elements like views, vistas, enclosures, focal points, public art, backcloths and landmarks”*. Townscape refers to the character and appearance of land, and encompasses all of the spaces outside buildings, from narrow urban walkways to private gardens. To sustain this urban character and ensure that new development both integrates with and enhances its surroundings, it is essential that the design of the spaces around is given equal consideration to the design of the buildings themselves.

### **Policy ENV3 Criterion d) - Enhancing local distinctiveness.**

2.1.14 Policy ENV3, criterion (d) states: *“Development should seek to enhance local distinctiveness through maintaining good aspects of the local environment, improving poorer aspects and adding new aspects that benefit the local environment”*. Local distinctiveness is the essence of what makes a place special to the community, and is the combination and sum of landscape, buildings, archaeology, history, traditions, buildings, crafts and local wildlife. A good understanding of them can help achieve a good quality of design. Government guidance contained in the NPPG should be borne in mind with regards to local character and distinctiveness, in particular paragraph 007 (Reference ID: 26-007-20140306), which states that development *“should seek to promote character in townscape and landscape by responding to and reinforcing locally distinctive patterns of development, local human-made and natural heritage and culture, while not preventing or discouraging appropriate innovative design.”* The guidance emphasises that successful development integration is an important design objective, irrespective of whether a site lies at the heart of a town centre, on a settlement’s fringe or in the countryside.

2.1.15 In maintaining good aspects of the local environment, the site’s landform should be taken into account. The consideration of existing natural features and local heritage resources can help give shape to a development and integrate it into the wider area, reinforce and sustain local distinctiveness, reduce its impact on nature and contribute to a sense of place.

2.1.16 A key set of the Design Council’s Building for Life criteria focuses on the theme of local distinctiveness. The Building for Life (3<sup>rd</sup> Edition) is available at:

<https://www.designcouncil.org.uk/resources/guide/building-life-12-third-edition>

Within the section relating to 'character' the document asks key questions including 'Does the scheme create a place with a locally inspired or otherwise distinctive character?', together with recommendations of how to answer this question and what should be avoided. For character, the following questions can be asked to better inform the design:

- Is the design specific and appropriate to the proposed development?
- Does the scheme positively exploit existing buildings, landscape or topography?
- For larger proposals, do the buildings and layout have good connectivity?

The Council encourages applicants to use this document as a guide to show how a proposal meets the requirements of ENV3, criterion (d).

2.1.17 Those aspects of character which are not valued, or examples which undermine the distinct character of an area, should not be allowed to unduly influence new designs. All development sites represent an opportunity to improve on or consolidate the character and identity of a place through either innovative or traditional design solutions, provided that they reinforce local character and distinctiveness. Where existing character is poor or identity is weak, the opportunity should be taken through good quality new design to initiate positive change in the area.

2.1.18 In seeking to enhance local distinctiveness, an area's heritage value is a key element of an area's overall local character and distinctiveness. There are currently 29 conservation areas in Craven (outside the Yorkshire Dales National Park). Their boundaries are shown in the Policies Map of the local plan.

2.1.19 Conservation Area Appraisals were prepared in 2008 for Skipton, Settle and Giggleswick. In 2016 sixteen draft Conservation Area Appraisals were prepared as part of the Craven Conservation Areas Project. The project also appraised and identified potential new conservation areas for Glusburn, High Bentham and Low Bentham. These Conservation Areas Appraisals are included in the evidence base for the adopted local plan and are helpful in considering the likely effect of proposed development on existing and potential conservation areas in Craven. They are available at:

<https://www.cravenc.gov.uk/planning/conservation-and-heritage-assets/conservation-areas/>

2.1.20 Figures 1-3 and 9-11 contain evidence of Craven's "materials and palette", which make a significant contribution to the local context and distinctiveness. Figures 1-3, below, cover general elements of the built environment, including:

- Walls, Roofing and Gateposts

- Windows and Window Reveals
- Pavements, Surfaces and Street Furniture

Figures 9-11 are contained in Appendix C and look specifically at the context and distinctiveness of Craven's three main towns of:

- Skipton
- Settle
- Bentham

Materials and palette make a significant contribution to the local context and distinctiveness of these towns.

2.1.21 Figures 1 -3 and Appendix C should help designers to gain the understanding and inspiration they need for new and innovative designs. They may even wish to use the figures as a quick reference pattern book for the local area.



# MATERIALS & PALETTE

## Walls, Roofing and Gateposts



### SANDSTONE/GRITSTONE

Rubble, tooled rectangular, dressed and Ashlar  
Coursed, uncoursed and random  
Ashlar dressings

### LIMESTONE

Rubble, dressed and coursed

### YOREDALE SANDSTONE SLATES

Stone slates, grey slates  
Before c1870

### WELSH SLATES

Post c1870

### LAKE DISTRICT SLATES

Westmorland slates  
Post c1870

### FEATURES

Pitched slabs for chimney pots  
Slobbered pointing  
Quoins (cornerstones)



Stone and drystone boundary walls (enclosures, gardens, roadside)  
Stone copings

### RENDER

Whitewashed  
Painted  
Lined (incised)

### GATEPOSTS

Sandstone/gritstone  
Monoliths, tooled, decorated, moulded tops  
Rubble stone  
Timber

The Council's conservation area appraisals provide evidence of the distinctive 'Materials and Palette' used in the construction of local buildings, enclosures and surfaces. These form part of Craven's context and distinctiveness, an understanding of which is the starting point for any good design. 'Materials and Palette' evidence is presented in Figures 1-3 and 9-11.



# MATERIALS & PALETTE

## Windows and Window Reveals



### WINDOWS

Timber casements

Timber sashes, used widely in C19

Painted white, some stained

Vertical emphasis, others horizontal

### WINDOW REVEALS

Sandstone/gritstone

Monoliths, cut, tooled, Ashlar

Mullions and transoms

Quoins,  
lintels  
and sills

Surrounds

### REPLACEMENT WINDOWS

Generally detract  
uPVC, stained timber, metal  
Not common everywhere - e.g.  
Thornton-in-Craven.

The Council's conservation area appraisals provide evidence of the distinctive 'Materials and Palette' used in the construction of local buildings, enclosures and surfaces. These form part of Craven's context and distinctiveness, an understanding of which is the starting point for any good design. 'Materials and Palette' evidence is presented in Figures 1-3 and 9-11.



# MATERIALS & PALETTE

## Pavements, Surfaces and Street Furniture



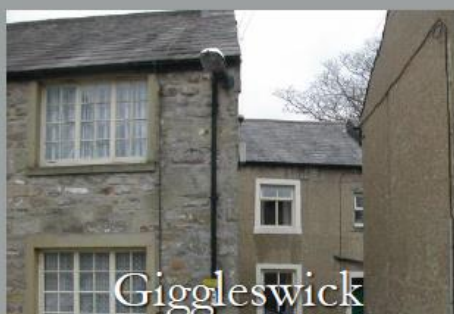
Cowling



Skipton



Ingleton



Giggleswick



Kildwick Grange



Ingleton

### PAVEMENTS

- Asphalt, tarmac
- Sandstone flags
- Setts
- Cobbles
- Concrete, concrete paviors
- No pavements
- Stone steps

### KERBS

- Granite
- Sandstone/gritstone
- Concrete

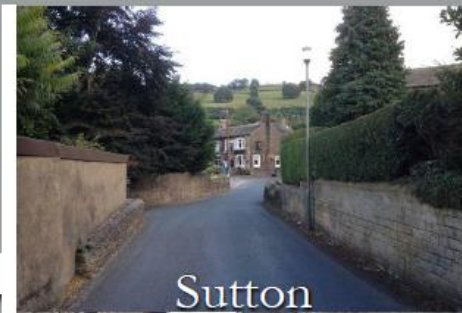
### SURFACES

- Asphalt, tarmac
- Cobbles
- Sandstone flags
- Sandstone/gritstone setts

### STREET FURNITURE

- Signage:** standard modern, traditional, finger-posts
- Benches:** wooden, iron
- Columns:** galvanized steel, 1950s/60s concrete hexagonal, cast iron
- Luminaires:** simple, lantern-style, vertical shielded, cast iron, mounted on walls, columns, telegraph poles
- Bollards:** modern (detract), painted harbour-style
- Ironwork:** overthrows, gates, railings, manhole covers, tree guards, vent panels, boot scrapers, coal chutes
- Other:** planters (detract), knee stiles, posts, stone monoliths, troughs, external stairs, hoists, gantries, remnant walls, 'clapper bridges' (e.g. Giggleswick)
- New 'heritage-style':** public seating; street signage; green and gold replica finger-posts and information panels; lanterns on black columns

The Council's conservation area appraisals provide evidence of the distinctive 'Materials and Palette' used in the construction of local buildings, enclosures and surfaces. These form part of Craven's context and distinctiveness, an understanding of which is the starting point for any good design. 'Materials and Palette' evidence is presented in Figures 1-3 and 9-11.



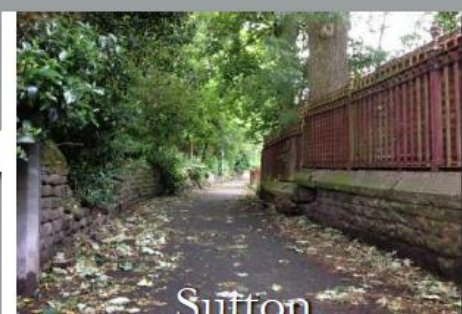
Sutton



Low Bentham



Sutton



Sutton



Skipton



Giggleswick

## Policy ENV3 Criterion e) - Ensuring good standards of amenity

2.1.22 Policy ENV3, criterion (e) states that: “Development should protect the amenity of existing residents and business occupiers as well as create amenity conditions for future occupiers” and criterion (f) states: “Development proposals should be able to demonstrate that they will secure a good standard of amenity for all existing and future occupants of land and buildings.”, Residential amenity concerns the benefit enjoyed from external space around the private home, rather than public open space within a development. The benefit enjoyed depends on the quality of space, and this quality relates to a number of factors, including location, size, orientation, sounds, noise, accessibility and enclosure. Private amenity space facilitates household and leisure activities, such as drying clothes, enjoying fresh air, gardening and other hobbies. Provision for amenity space should be made to serve existing and future occupiers.

2.1.23 The principles of good design, specifically in respect of ensuring good standards of amenity, set out in policy ENV3 apply to all types of development. Space standards for residential development are set out in, ‘Technical housing standards – nationally described space standard’ (2015). These nationally described space standards promoted by the Council are set out in Table 1 below. These standards provide detail on different types of house types and include areas for storage. Therefore, where relevant, applicants are strongly encouraged to consider providing these standards in schemes in the interests of delivering sustainable development, high quality design and satisfactory amenity, as required by policies ENV3 criteria e) and f) and policy SD1.

**Table 1: Minimum gross internal floor areas and storage (sq m): NDSS**

Nos of bedrooms (b)	Nos of bedspaces (persons)	1 storey dwellings	2 storey dwellings	3 storey dwellings	Built in storage
1b	2p	50	58	n/a	1.5
2b	4p	70	79	n/a	2
3b	5p	86	93	99	2.5
	6p	95	102	108	2.5
4b	5p	90	97	103	3
	6p	99	106	112	3
	7p	108	115	121	3
	8p	117	124	130	3

2.1.24 For business occupiers, modern-day business parks can have an array of suitable amenities. Examples include event spaces, cafes and gyms. For those parks with some wider areas of green space, there are possibilities for sporting facilities. Creating a sense of community and collaboration has become essential in business settings.

## **2.2.0 Infrastructure**

### **Policy ENV3 Criterion g) – External Storage Space**

2.2.1 Policy ENV3, criterion (g) states: *“Designs should anticipate the need for external storage space within new developments, including space for the storage and collection of non-recyclable and recyclable waste”*. Sustainable waste management infrastructure is an important part of building design, and part of providing a safe and attractive environment. The Council is committed to minimising waste, maximising the reuse of materials and achieving the national targets set out for the recycling and composting of household waste.

2.2.2 The storage of household waste relates to storage that is external to each property, i.e. external bin storage areas where waste can be collected. Most new dwellings in the Craven local plan area are issued with a 240 litre green bin for general household waste, a 240 litre blue bin for dry recyclables and a brown wheelie bins for garden waste (available for a fee) that are stored within their curtilage. Households of two or fewer residents are offered the option of a 140 litre bin, and households with six or more residents are offered the option of an additional 240 litre bin. Any changes to policy may affect the volume and/or numbers of wheeled bins required on site, and this should be taken into account when considering the sizes of the bins for communal areas.

2.2.3 The bins described above should be accommodated within the boundary of each property with designated storage areas which are sensitively located and designed, where possible. Bin storage areas should be in a position that makes it convenient for the householder to present them for collection by refuse vehicles to the front boundary (curtilage) of their property or agreed presentation point on collection day and return them to the storage area as soon as possible following collection. New developments and their access roads should be designed to accommodate vehicles used for emptying bins.

2.2.4 The size of waste containers or bins is dependent primarily on the property's resident size. With apartments, where large, shared waste bins are allocated, bin storage areas should be provided to accommodate industrial sized bins for both recyclable and non-recyclable waste. Where appropriate, an internal access door from the development's residential part should be provided to allow internal access to the storage area. A lobby should connect this door to the residential area, so as to prevent nuisance odours entering the residence. The distance that residents are required to travel to waste storage areas from their

apartments should not exceed 30 metres in line with the Building (Amendment) Regulations 2001, Part H6.

- 2.2.5 In terms of commercial development, the volume of waste generated and thus the number and type of containers is ultimately dependent on the occupants' activity. The volume of waste containers provided should be maximised in order to reduce the number of collections and therefore collection vehicle traffic. On site waste compaction is an option for commercial developments but this approach must not discourage occupants from segregating their waste to recycling.
- 2.2.6 Developers should be aware of both the requirements of the Animal By-products Regulations 2003 and the Hazardous Waste (England and Wales) Regulations 2005. These Regulations place control on the collection, handling, transport, storage and disposal of animal by products and hazardous waste materials and may have implications for a building's design. Further information on the Animal By Products Regulations should be sought from Defra and information on the Hazardous Waste Regulations should be sought from the Environment Agency.

### **Policy ENV3 Criterion h) – Accommodation of Necessary Services & Infrastructure**

2.2.7 Policy ENV3, criterion (h) states: *“Necessary services and infrastructure should be able to be accommodated without causing harm to retained features or result in visual clutter”*. Lighting, traffic signal heads and street furniture are examples of necessary infrastructure. Street furniture serves many purposes that relate to both place and function and includes a variety of commonly found items within a street such as public art, lighting, bollards, guardrails, signage, seating and cycle parking. In general, the provision of street furniture must be considered as part of the overall design of street. In this regard:

- The placement of street furniture should be considered as part of a wider strategy, such as part of an integrated landscape plan or series of street typologies;
- Street furniture should be placed within a designated zone, such as a verge;
- The items used should be chosen from a limited palette that promotes visual cohesion, while contrasting with the background to assist the visually impaired;
- The number of items used should be balanced with other facilities (e.g. line marking) to reduce clutter;
- Existing items of historic value which promote local character should be clearly identified.

2.2.8 To reduce street clutter, designers can consider combining lighting with other installations. Traffic signal heads, small signs, bus stop signs etc. can be

mounted on lighting columns with a degree of co-ordination between relevant authorities and service providers. Ancillary lighting equipment, such as electrical supply pillars, can be located to minimise their impact on the streetscape, while not creating an obstruction or hazard to pedestrians. Metering cabinets in particular, which may be up to 1.5 metres high, should be located against walls, as unobtrusively as possible, while bearing in mind that they must be accessible for maintenance and meter reading.

2.2.9 Lighting installations should be generally located within a verge and/or within build-outs that separate bays of on-street parking. Wall-mounted lighting is also an option, but where this is not possible and where no verge is available, lighting should be located at the back of footways, to minimise any disruption to pedestrian movement provided:

- They are positioned, where possible to coincide with property party lines to avoid obstructing entrances or windows;
- They are not located in close proximity to properties where they may compromise security.

### **2.3.0 Ensuring development is internally and externally accessible**

#### **Policy ENV3 Criterion i) – Accessible Buildings and Spaces**

2.3.1 Policy ENV3, criterion (i) states: *“Reasonable provision should be made to ensure that buildings and spaces are accessible and usable and that individuals, regardless of their age, gender or disability are able to gain access to buildings and to gain access within buildings and use their facilities, both as visitors and as people who live and work in them”*. (See glossary at Appendix A for definition of ‘reasonable provision’). People of all abilities should be able to use buildings and outdoor spaces comfortably and safely, without special assistance if possible. This is because good accessibility reduces discrimination and promotes equality. Level entry (step-free entrances) facilitate not just wheelchair users but also people with buggies, people with suitcases or shopping trolleys, people using walking or mobility aids, and people with visual difficulties. There may be occasions when level entry is not fully feasible, but there are design solutions that can be reviewed to enable ease of access as far as practicable.

2.3.2 There are specific Building Regulations relating to accessibility, namely Approved Document M: access to and use of buildings (2015). Volume 1 refers to dwellings and Volume 2 examines buildings other than dwellings, with amendments to both in 2016. These documents will give the applicant prioritised advice about accessibility issues and practical advice on how to solve them. The wording of this criterion is based on that used in Part M of the Building Regulations and was incorporated into the policy in consultation with the Building Control team of the Council. Compliance with the relevant Building

Regulations will hence go a long way in satisfying criterion (i). This criterion refers to buildings and spaces, so its requirements can apply to parts of a development not covered by Building Regulations, such as green space and public realm.

2.3.3 This criterion enables the applicant to identify opportunities where provision could easily exceed the Building Regulations' minimum requirements - whilst remaining reasonable, to conform to the criterion's wording. In order for provision to remain reasonable, any planning policy needs in excess of Building Regulations are aimed to be appropriate and fair in the circumstances. Applicants for planning permission should include in their Design and Access Statements how the proposals will satisfy this part of the policy (see Part Three of this SPD). Statements may refer to Part M of the Building Regulations, but their scope should not be limited to Part M for the reasons set out above.

2.3.4 There are numerous elements to be considered in order to successfully design and maintain for good accessibility, both into, and within, buildings. This is particularly the case with proposed buildings facilitating the public. Proposed residential dwellings may need some of these elements, depending on the requirements of the user(s). Applicants proposing the design and construction of public buildings need to consider the following key elements:

(i) Ramps and Steps: if any public service areas have slopes that are steeper than 1:20, both steps and ramps must be available and correctly designed;

(ii) Lifts: accessible lifts should be provided in all new public buildings that have more than one floor;

(iii) Signs: public buildings should have easily viewed signs to let customers and users understand where and how they need to move within the building;

(iv) Toilets: where toilets are provided, customers with disabilities should be able to use them, and best practice guidance in design should be followed, including a regularly tested alarm system;

(v) Lighting: the light in public buildings should be distributed evenly, with no large variations in lighting levels, and the light should not be too bright or too dark;

(vi) Surface finishing: avoid glossy, shiny and polished surface finishes and keep reflections, shadows, and glare to a minimum;

(vii) Visual contrast: use differences in colour and colour intensity to create visual contrast, which will help customers and users with vision impairments.

2.3.5 In terms of housing, both market and affordable, there are a number of elements related to assisting those with disabilities and reduced movement



which a developer can reasonably provide, with the following being such relevant examples:

- The interior spaces are adapted for a wheelchair, to allow comfortable manoeuvring;
- Wall-mounted switches, sockets, and other controls accessible to those with reduced reach;
- A wet room-style shower room with easy to access handles;
- The interior is bright and appropriately decorated;
- Step-free access at the entrance and inside the dwelling.

2.3.6 Paragraphs M4(2) and M4(3) of Part M of the Building Regulations provide design specifications for accessible and adaptable dwellings and for wheelchair users, which are optional requirements. Specifically, for affordable housing, Policy H2: Affordable Housing's criterion (f) provides that the size, type and tenure of affordable units in development proposals will be expected to reflect the most up to date evidence of affordable housing needs. This criterion of Policy ENV3 requires reasonable provision to be made to ensure that buildings and spaces are accessible and useable to all individuals including those with disabilities. Therefore, where local evidence identifies an affordable housing need for a disabled person/household in a local area, the Council will apply policies H2(f) and ENV3(i) in combination to seek reasonable provision to meet that need in new development proposals and accommodation that can also be adaptable for future needs. The Council's Affordable Housing SPD (section 2.11.0) provides further guidance on provision of affordable housing for disabled people.

### **Policy ENV3 Criterion j) – Permeable Developments**

2.3.7 Policy ENV3, criterion (j) states: *“Development should be permeable and should make getting around easier – especially for pedestrians, cyclists and people with disabilities – by improving existing routes, adding new ones and creating connections to enhance the local network”*. As explained in the supporting text to policy ENV3, permeable developments have ways through them, which allow people to walk and move freely in an enjoyable and easy way. Permeability is generally considered a positive attribute of an urban design, as it permits ease of movement and avoids severing neighbourhoods.

2.3.8 Creation of a permeable network is a multi-layered process. For proposed developments, the process should begin with a site analysis that identifies any constraints to the development of a particular network (such as environmentally sensitive areas, topography, existing structure etc.). The process then should move into a design phase, which should outline points of access, the major destinations (such as centres and nodes), and the main strategic connections

between destinations. This process will identify the basic framework for the application of a more detailed street hierarchy.

2.3.9 Figure 4 below illustrates how development can and should be permeable and facilitate easier movement for pedestrians, cyclists and people with disabilities.

# PRINCIPLES in PICTURES

Development should be permeable  
and make getting around easier



## **Policy ENV3 Criterion k) – Access Roads**

2.3.10 Policy ENV3, criterion (k) states: *“Access roads should be designed as streets – they should form part of the public realm, be people-friendly, safe and active, allow natural surveillance and help to create a network of easy-to-use routes”*.

Through sensitive and appropriate site design, designers can enhance the value of place whilst calming traffic and improving pedestrian and cyclist comfort, particularly on larger schemes in Craven. To achieve this outcome, designers need to consider the multi-functional role of the street and apply a package of ‘self-regulating’ design measures.

2.3.11 New street networks should:

- Be based on layouts where all streets lead to other streets (limiting the use of cul-de-sacs that provide no through access, unless regularly utilised routes cannot be provided);
- Maximise the number of walkable and cyclable routes between destinations.

2.3.12 Appropriate design of places and spaces can be used to manage both vehicle and pedestrian movement effectively. Such environments are referred to as being self-regulating. Enclosing access roads with buildings helps to define them as urban places, creates a greater sense of intimacy and promotes them as pedestrian friendly spaces that are overlooked. This can have a traffic-calming effect as drivers become more aware of their surroundings. The relationship between building height and street width is important to creating these spaces. Building height may also be used at junctions to create a ‘book end’ effect. This approach will assist in slowing vehicles as they approach junctions and will improve legibility by highlighting connecting routes throughout the network.

2.3.13 Figure 5 below illustrates how access roads can and should be designed as streets, featuring characteristics such as natural surveillance and being people-friendly, rather than focused on private motor vehicles.

# PRINCIPLES in PICTURES

## Access roads should be designed as streets



Part of  
the public realm  
People-friendly  
Safe and active  
Natural surveillance  
A network of easy-  
to-use routes



## **Policy ENV3 Criterion l) – Storage for Sustainable Modes of Travel**

2.3.14 Policy ENV3, criterion (l) states: *“Schemes should seek to incorporate secure storage for bicycles to encourage sustainable modes of travel”*. Criterion (l) requires cycling is fully integrated into the design and operation of all new residential development schemes. Proposed developments should be comprehensively equipped with high quality bicycle parking and storage. The increased use of bicycle storage cages is strongly encouraged, as it is a most convenient and secure method to prevent bicycles been stolen or damaged.

2.3.15 It is good practice that cycle storage facilities are provided in a dedicated facility of permanent construction, preferably within the building footprint or, where not feasible, within an adjacent or adjoining purpose built structure of permanent construction. Bicycle cages provide a parking and storage solution for bicycles. It is good practice that cycle storage facilities are designed so that they are directly accessible from the public road or from a shared private area. Good design here avoids unnecessarily long access routes with poor passive security or cycling along slopes that can become hazardous in winter weather.

## **2.4.0 Art and Culture**

### **Policy ENV3 Criterion m) – Public Spaces**

2.4.1 Policy ENV3, criterion (m) states: *“Development should promote socialising, recreation, art, health and well-being, by maintaining and improving existing public spaces and by creating new public spaces, such as parks, squares and other areas of public realm”*. Public spaces/realm play a vital role in the social life of communities. Public realm is where people can wander without entering any strictly private space – it adds to the look, feel and enjoyment of places. The success of a particular public space is not solely in the hands of the architect or urban planning consultant. It relies also on people adopting, using and managing the space. Within paragraph 5.27 of the supporting text of Policy ENV3, it is stated: *“Community participation in design – such as in the design of neighbourhood open space – can help to ensure that designs work well for end-users.”* For example, the community may wish to identify important characteristics of their local environment to be incorporated into a development scheme, for example through public realm improvements and art installations.

### **Policy ENV3 Criterion n) – Public Art**

2.4.2 Policy ENV3, criterion (n) states: *“The provision of public art will be encouraged from the outset for all major development schemes”*. Public art can make a substantial contribution to the appearance of urban areas and the public realm. It can contribute to the creation of a sense of place and transform a previously anonymous space into a unique and memorable one. It has a major part to play in making public areas more attractive, legible and interesting and can take

many forms. Public art can be integrated into a new development or into existing built fabric.

- 2.4.3 Public art is no longer restricted to the traditional forms of monuments, sculptures or fountains and can take form in anything within the public realm, including lighting, street furniture, signage, floor works, new media, music and even a section or the whole elevation of a building. Such art pieces can come in many different forms, each of which represents social, cultural or universal values. They may also draw on heritage, highlighting the most important aspects of a locality, region or nation. Because public art is both unique and visually distinctive, it can take on a symbolic role in establishing and understanding an urban or rural area's identity and legibility, especially when it is designed and created in ways that are consistent with its surrounding area and site. Further guidance relating to public spaces can be found in the National Design Guide, which is available at:

<https://www.gov.uk/government/publications/national-design-guide>

## 2.5.0 Designing Out Crime

### Policy ENV3 Criterion 0) – Safe Living Environments

- 2.5.1 Paragraph 5.31 of the supporting text to Policy ENV3 emphasises that people's well-being and quality of life can be greatly affected by crime, the fear of crime and road safety. Accordingly, this policy's criterion (o) states: "*The design of all new developments will be required to promote safe living environments, reduce opportunities for crime and the fear of crime, disorder and anti-social behaviour.*" The layout and structure of a place – how the buildings, spaces, uses and activities relate to one another – affects its safety and sustainability. Crime prevention should be planned into developments from the outset.

The following bullet points provide practical ways in which new development can promote safe living environments and reduce opportunities for crime and the fear of crime:

- Incorporate active frontages: The types of building and their layout have major impacts on safety and sustainability. A safe urban environment provides 'active frontages' of overlooked streets and creates regular movement that focuses people and vehicles on to a small number of principal routes, rather than under-used and segregated streets and footpaths.
- Defensible spaces: Defensible space (an area is safer when people feel a sense of ownership and responsibility for that piece of a community) can be provided by private or communal gardens that can only be accessed from the surrounding buildings. Building surrounding such spaces also reduce the opportunities for graffiti on blank facades, such as gable ends. Homes

in cul-de-sacs can be highly secure if the cul-de-sacs are short and straight to allow visibility from one end to the other. As cul-de-sacs reduce permeability, a compromise can be where dwellings are joined by networks of footpaths that are regularly used, with passive surveillance in evidence. This layout promotes permeability whilst reducing anti-social activity.

- Natural surveillance: Ways to promote natural surveillance include low landscaping, street lights, street designs that encourage pedestrian use, and removing hiding and lurking places. Included in good street design are features that maximise visibility of people, parking areas and building entrances: doors and windows that look out on to streets and parking areas, barriers that maintain a line of sight (through, over or around), pedestrian-friendly pavements and streets, and front porches.
- Minimise opportunities for conflict: Places should be structured to minimise opportunities for conflict, especially when designing for mixed use development. The siting and design of potential places where people congregate and linger, and local areas where anti-social behaviour is concentrated, require special attention so as not to introduce this behaviour elsewhere. Out of scale facilities, such as supermarkets or leisure facilities that are intended for the wider, rather than local, community should be sited with care. Poorly sited street furniture (including street equipment owned by utility companies) can increase the opportunity of criminal and anti-social behaviour, such as vandalism, being a climbing aid or impeding vision.
- Avoid unnecessary and ambiguous space: In new developments, unnecessary and ambiguous space should not be provided. The aim is well-defined and purposeful open space, and the quality and quantity of space should be seen as equally important. The restoration of historic elements of the built environment and run-down buildings can be an important element of crime prevention. Buildings and spaces that are derelict, run-down, or uncared for, convey the impression that crime and anti-social behaviour is tolerated, or more likely to go undetected, than in places that are well maintained.

2.5.2 Figure 6 illustrates how living environments can be designed to reduce the risk of crime and promote safety, with design features such as active frontages and defensible spaces.



# PRINCIPLES in PICTURES

Designing out crime and promoting safe living environments



Reduce crime,  
fear, disorder and  
anti-social behaviour

Active frontages

Defensible spaces

Natural surveillance

Avoid unnecessary and  
ambiguous space

Minimise conflict



## **2.6.0 Shop Fronts/Advertisements**

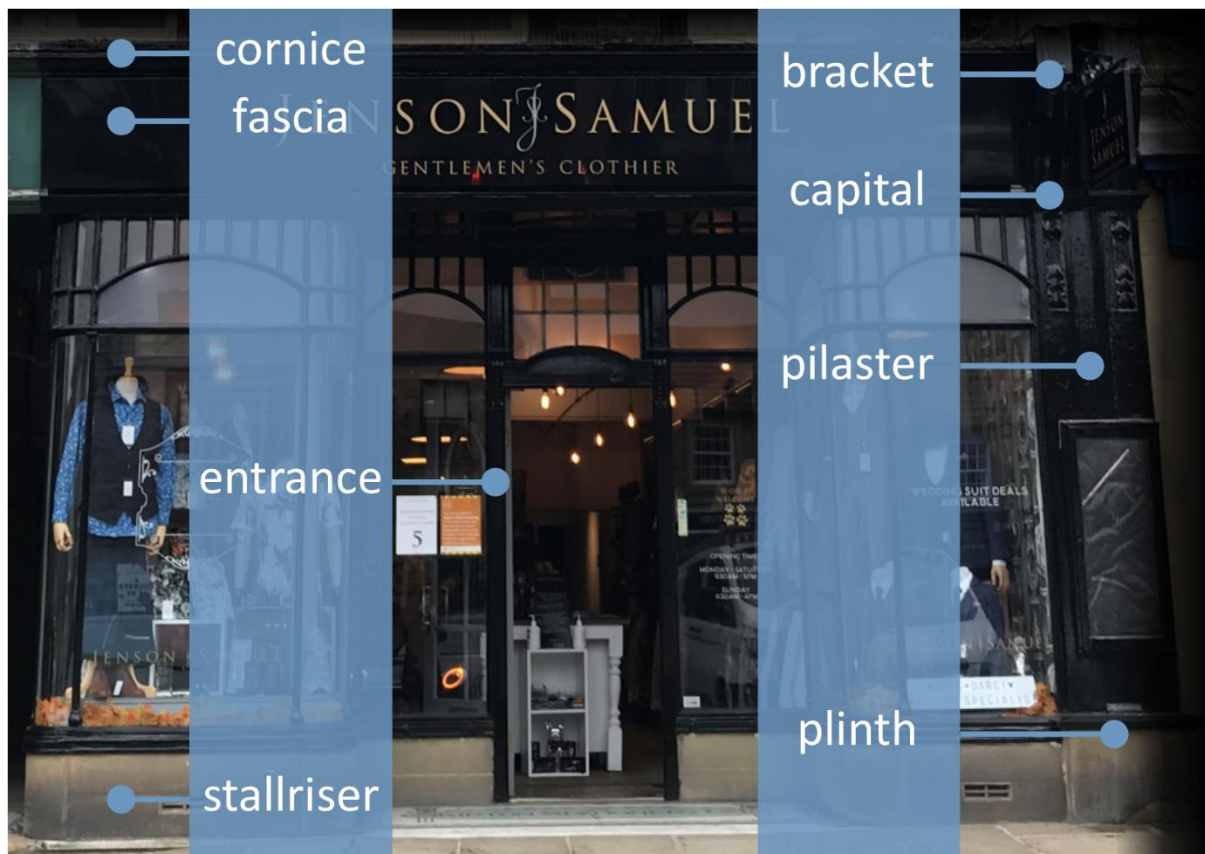
### **Policy ENV3 Criterion p) – Traditional Shop Fronts**

- 2.6.1 The term ‘shop front’ is intended to cover all retail and shop-like facades in towns and villages, including cafes and other premises, as appropriate. Policy ENV3, criterion (p) states: *“Traditional shop fronts which make a valuable contribution to the distinctive character of their local area should be, wherever practicable, refurbished and retained in development proposals”*. (See glossary at Appendix A for definition of ‘wherever practicable’). Good shop front design and attractively designed retail spaces are more likely to draw more customers in and contribute positively to the streetscape.
- 2.6.2 Shop fronts make a valuable contribution to the character of towns and villages in Craven, and contribute to the local context, distinctiveness and public realm. Therefore, criterion (p) requires traditional shop fronts which make a valuable contribution to the character of the local area to be refurbished and retained, where practical. However, where this is not practical, for example where a traditional shop front has significantly deteriorated and is beyond refurbishing, a replacement with a replica shop front or an entirely new shop front of good design would be an acceptable solution. If an applicant for planning permission considers that it is not practicable to refurbish and retain a traditional shop front, this should be justified in their Design and Access Statement (see Part Three of this SPD).

### **Policy ENV3 Criterion q) – New/Alterations to Shop Fronts**

- 2.6.3 Policy ENV3, criterion (q) states: *“New/alterations to shop fronts will only be permitted if the design is consistent with the character and scale of the existing building, if it is of high quality and uses materials that are deemed acceptable to the area. The shop fascia must be designed in scale, in its depth and width, with the façade and the street scene of which it forms part”*. Many shopfront components can help to create a structure’s strong visual basis, and typical components are shown in Figure 7. Different treatment of these elements and materials offer significant opportunities for a variety of shopfront designs whether traditional or contemporary. It is important to create a good visual framework for the shopfront, and all elements can be treated as one coherent unit. Within the framework, variations of design and arrangement of doors, glazing, colours and materials can occur. It is good practice to design shop front fasciae and their proportions based on the existing streetscape character and the proportions on the building they sit within. Many shopfront components can help to create a structure’s strong visual basis, and typical components are shown in Figure 7.

**Figure 7: Diagram of key components of a shopfront**



2.6.4 When designing new shopfronts, care must be taken not to detract from the overall character of the street, especially in a designated Conservation Area. Some corporate images, which place emphasis on standardised shop front design, corporate colours and materials, may necessitate a degree of sensitive adjustment or modification, in order to be appropriate in a particular context.

2.6.5 Whether development of shop fronts covered by criteria (p) or (q) are proposed, they should be accessible and usable to all, as required by criteria (i) of policy ENV3. For example, a traditional shop front may include a step, narrow door or other feature that denies access to some people (e.g. wheelchair users) and retention of the shop front may be regarded as impracticable on grounds that it would fail to promote equality and accessibility. In such circumstances, sympathetic partial alteration of the shop front might be an acceptable way of providing access for all whilst allowing unaltered parts of be refurbished and retained. If an applicant for planning permission considers that it is not practicable to refurbish and retain a traditional shop front, this should be justified in their Design and Access Statement.

2.6.6 Figure 8, below, illustrates how good shopfront design contributes to a locality's character, distinctiveness and public realm, through a variety of design features and elements, and provides examples of how design can be

consistent with the character and scale of the existing building, is high quality and uses acceptable materials, is in scale with street scene and façade.

### **Policy ENV3 Criterion r) – Advertisements**

- 2.6.7 Policy ENV3, criterion (r) states: *“Proposals for advertisements will be assessed having regard to issues of highway/transport safety and the characteristics of the locality, including features of scenic, historic, architectural, cultural or other special interest”*. Paragraph 132 of the NPPF states that the quality and character of places can suffer when advertisements are poorly sited and designed, and that advertisements should be subject to control only in the interests of amenity and public safety, taking account of cumulative impacts. There is a separate consent process within the planning system that controls the display of advertisements, which should be operated in a way which is simple, efficient and effective.
- 2.6.8 Advertisements are generally a semi-permanent feature in built landscapes. It is good practice that outdoor advertising makes a positive contribution to the visual environment and through good quality design, help create a lively atmosphere of colour, variety and interest which is essential to the prosperity of an area. It is suggested that businesses and other advertisers consider the positive influence and innovation that artists can bring to the design of signs and advertisements. Applicants should carefully consider advertisements and signs of a new building or shopfront and integrate them early. Signs should be of an appropriate size for the building on which they are displayed and must not seek to dominate or visually detract from those buildings.

# PRINCIPLES in PICTURES

Good shopfront design contributes to character, distinctiveness and public realm



Retain traditional shopfronts  
Shopfront components create a visual framework  
A framework for traditional and contemporary design  
Design consistent with the host building and street scene  
Good advert design adds colour, variety, interest and prosperity



## **2.7.0 Sustainable Design and Construction**

### **Policy ENV3 Criterion s) – BREEAM Standard for Non Residential Development**

2.7.1 Policy ENV3, criterion (s) states: *“To require non-residential developments of 1,000 or more square metres where feasible to meet at least the BREEAM standard ‘very good’ for non-residential buildings requirement. Non-residential development should seek to achieve BREEAM ‘very good’ or better unless it has been demonstrated through an economic viability assessment that it is not viable to do so”.* (See glossary at Appendix A for definition of ‘where feasible’). BREEAM is the world’s leading sustainability assessment method for master-planning projects, infrastructure and buildings. It considers an asset’s environmental, social and economic sustainability performance, using standards developed by BRE (Building Research Establishment). The ‘very good’ standard is one of the BREEAM rating level benchmarks (outstanding, excellent, very good, good, pass and unclassified). How the four elements together combine to produce a BREEAM rating is summarised in the pages of the website [www.breeam.com](http://www.breeam.com).

### **Policy ENV3 Criterion t) – Designing in Sustainability**

2.7.2 Policy ENV3, criterion (t) states: *“Sustainability should be designed in, so that development takes all reasonable opportunities to reduce energy use, water use and carbon emissions and to minimise waste, ensure future resilience to a changing climate and wherever possible to generate power through solar or other means, in accordance with Building Regulations. This should include residential, industrial and commercial developments.”* (See glossary at Appendix A for definitions of ‘all reasonable opportunities’ and ‘wherever possible’). Energy conservation through energy efficiency in the building has acquired prime importance with energy reducing techniques in dwelling design and construction becoming more desired by house buyers, both for financial and environmental reasons, i.e. in reducing carbon emissions. Energy efficiency and low carbon production in the built environment can assist greatly in achieving carbon reduction targets, as specified in the CCESP.

2.7.3 The phrase *“all reasonable opportunities to reduce energy use”* refers to the technical feasibility of generating power through solar or other means. Regulation 25A of the Building Regulations requires that, before work starts, the person undertaking the work must carry out an analysis that considers the use of high-efficiency alternative energy systems in the building’s design, and must give the local authority notice that this has been undertaken.

2.7.4 The requirements of criterion (t) enable the Council to assess the sustainability of a design at the planning application stage, which typically precedes the Building Regulations stage. For example, they enable the Council to assess whether or not a proposal takes all reasonable opportunities to generate power

through solar or other means before the proposal is assessed under Building Regulation 25A, which requires a developer to consider the use of alternative energy systems like solar panels. Deciding which opportunities are reasonable will require planning judgements to be made regarding what is appropriate and fair in the circumstances. Building Regulation 25A provides useful information and guidance in this respect.

2.7.5 In order to meet the criteria (s) and (t) of Policy ENV3, the Council encourages the following four elements of energy efficiency to be considered in sustainable building design approaches. They are fundamental components in achieving energy efficient homes. Much of this information is taken from the academic paper entitled: *“Renewable energy technologies for sustainable development of energy efficient building”* (2018), with some content and text modified to suit typical British dwellings and climate. These main aspects for a building’s energy efficiency include:

- (1.) Zero energy passive **building design**, before actual construction;
- (2.) The use of **low energy building materials** during its construction;
- (3.) Use of **energy efficient equipment** and domestic appliances for low operational energy;
- (4.) Integration of **renewable energy technologies** for various applications.

2.7.6 **Building design:** i.e. consideration of how a building will conserve energy when an architect is designing a building. The most sustainable energy technique is to conserve energy as much as possible. Incorporating passive solar gain in building design is one way to achieve this as buildings with passive solar designs naturally use the sun’s energy for heating, cooling and daylighting. This reduces the need to consume energy from other sources and provides a comfortable environment inside. The principles of passive solar design are compatible with diverse architectural styles and can be renovated within an existing building for net zero energy use. Designers and builders should pay particular attention to the orientation of a building in relation to seasonal variations in the sun’s path as well as prevailing wind patterns in order to minimise heating and cooling needs. The design does not need to be complex, but it should involve knowledge of solar geometry, window technology, and local climate. Virtually any type of architecture can integrate passive solar design. For example, to make the most of the sun for warmth and natural light, a dwelling’s main living areas and glazing should face south.

2.7.7 **Low energy building materials:** An important objective for the building sector is to produce buildings with minimum environmental impacts and to consider low embodied energy materials that reduce energy in construction. Embodied energy is the energy consumed by all of the processes associated with the building’s production, from the acquisition of natural resources to product delivery, including mining, manufacturing of materials and equipment, transport

and administrative functions. Presently the embodied energy of building materials contributes anywhere from 15% to 20% of the energy used by a building over a 50-year period. Use of low embodied energy materials, such as stone, timber and concrete can greatly reduce the energy consumption and also minimise the environmental impacts of building construction.

**2.7.8 Energy efficient equipment:** The third aspect deals with the operational energy conservation using energy efficient equipment such as LED lighting. Currently, both space heating and cooling, as well as hot water, are estimated to account for roughly half of global energy consumption in buildings. Energy efficient and low/zero carbon heating and cooling technologies for buildings have the potential to reduce carbon dioxide emissions significantly. Most of these technologies – which include solar thermal, combined heat and power (CHP), heat pumps and thermal energy storage – are commercially available today.

**2.7.9 Renewable energy technologies:** Renewable energy is derived from natural processes that are continuously replenished, and for building construction, renewable energy technologies include solar power, wind power, hydroelectricity, micro-hydro, biomass and biofuels. Significant amounts of heat and electricity needs of buildings can be effectively covered by using solar thermal collectors and photovoltaic. Other renewable energy sources (RES) such as wind turbines, biomass and hydrogen (produced only from RES) can be also applied, minimizing use of the conventional energy sources. Solar energy systems can be applied in a straightforward way on buildings to cover the heating, cooling, electricity and lighting needs. It is estimated that the saving of energy can be up to 60% when solar energy systems are used for heating and cooling purposes.

**2.7.10** The main method for applicants to demonstrate how criterion (s) and (t) has been met is through the preparation and submission of a Sustainable Design and Construction Statement (SDCS) which is a local validation requirement. Further details relating to when a SDCS is required and their content can be found in Part Three of this SPD, specifically at Section 3.2.0 and Table 2.

**2.7.11** Historic England has issued an advice document entitled 'Energy Efficiency & Traditional Homes', available on the statutory body's website, [www.historicengland.org.uk](http://www.historicengland.org.uk). This document considers energy efficiency improvements in traditional homes (largely pre-1919) from the standpoint of the planning system. It outlines a 'whole building' approach that can help in meeting the combined objectives of increasing energy efficiency and sustaining heritage significance, while avoiding unintended consequences.

## **PART THREE: PREPARING AND SUBMITTING PLANNING APPLICATIONS**



### 3.1.0 Pre-application discussions

3.1.1 The importance of pre-application engagement between developers and the local planning authority and early resolution of policy issues ('front loading') is highlighted in the NPPF in paragraphs 38 to 46. Also, in light of the Council's Climate Emergency Strategic Plan (CCESP), it is important to reflect one of the actions of the CCESP here. This action (CND03) states that the Council will *"work with developers as new sites across Craven are approved to ensure that opportunities for efficiency and carbon reduction are maximised."*

3.1.2 The key aim of Policy ENV3 is that growth in housing, business and other land uses are accompanied by improvements in building and site design. In order to achieve this in proposed developments and to meet the specific requirements of each policy, an applicant should refer to the relevant policies of the adopted local plan and the further detail provided in Part Two of this SPD and then discuss these matters at the earliest opportunity with the Council's Development Management (DM) team. It is the Council's practice to charge for all such engagement. Pre-application enquiry forms and charging rates for the Council can be found at:

<https://www.cravenc.gov.uk/planning/information-and-advice/>

Contact details at the time of publication for the Council's Development Management (DM) team are: *planning@cravenc.gov.uk*.

Paragraph 128 of the NPPF states that design quality should be considered throughout the evolution and assessment of individual proposals. Early discussion between applicants, the local planning authority and local community about the design and style of emerging schemes is important for clarifying expectations and reconciling local and commercial interests.

3.1.3 There are a range of tools available to guide the design of developments to ensure that the final product is of good quality. Paragraph 129 of the NPPF identifies design guides and codes as tools to guide design of proposed developments. These tools are of most benefit when applied early in the evolution of schemes to prompt discussions and refine options and can be used to involve relevant stakeholders, including built environment and non-built environment professionals (including architects), decision makers and the local community. Available tools and documents are discussed in Part Two and include (but are not limited to): National Design Guide & National Design Code, Craven conservation area appraisals, the Design Council's 'Building for Life Strategy (2020-2024) design review and assessment frameworks and 'Using Design as a Force for Change Strategy (2020 – 2024), which outlines key priorities for improving health and well-being, enabling sustainable living and increasing design skill. These tools can be used by applicants to help evolve

and assess the design aspects of proposals, and for the purposes of community engagement.

3.1.4 Local planning authorities are under a legal duty to formulate and publish proposals for the preservation and enhancement of conservation areas. Applicants proposing development within a designated Conservation Area should consult the conservation advice page of the Council's website at: [www.cravendc.gov.uk/planning/conservation-and-heritage-assets/conservation-advice](http://www.cravendc.gov.uk/planning/conservation-and-heritage-assets/conservation-advice).

### **3.2.0 Documents to Support a Planning Application:**

3.2.1 The information in Table 2 below lists relevant supporting documents, many of which will be necessary and/or helpful, to accompany an application to show how the requirements of policy ENV3 have been met, both in relation to the Council's validation requirements and other supporting documentation. Table 2 includes the national validation requirement for architectural drawings to accompany any planning application, therefore applicants are strongly encouraged to commission an architect or suitably qualified professional to produce drawings that fully consider the design of any development proposal. Applicants may also need to provide other supporting documents not listed in the table below (such as a Planning Statement or Heritage Statement) depending on the individual circumstances of a proposal.

3.2.2 Where the supporting documents, necessary to meet the Council's validation requirements are not required, applicants are encouraged to provide supporting documentation setting out similar information, in order to show how the proposal conforms with relevant adopted local plan policy criteria, including policy ENV3.

3.2.3 The local validation requirements referred to in this SPD were published by the Council on 1<sup>st</sup> September 2020. It should be noted that the Council has a requirement to review local validation lists at least every two years, therefore users of this SPD should refer to the most up to date local validation requirements published on the Council's website at <https://www.cravendc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/local-information-requirements/>.

**Table 2: Supporting documents which are commonly required to accompany a planning application**

<b>Craven Local Plan Policy Driver</b>	<b>Supporting Documents</b>	<b>Purpose</b>	<b>Further Information</b>
SD1, SD2 & ENV3	Preliminary drawings, site and location plans.	Pre-application discussions relating to overall design of a proposal.	CDC website: <a href="http://www.cravenc.gov.uk/planning/information-and-advice/pre-application-advice/">www.cravenc.gov.uk/planning/information-and-advice/pre-application-advice/</a>
ENV3	Architectural drawings are a national validation requirement and are necessary to accompany the planning application	To show overall design of a proposal	CDC website: <a href="https://www.cravenc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/statutory-national-information-requirements/">https://www.cravenc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/statutory-national-information-requirements/</a>
ENV3 criterion a), c), d)	Landscape Visual Impact Assessment (LVIA) is on the council's local validation list and may be necessary to accompany the planning application.  Where LVIA's are not required, applicants are encouraged to provide supporting documentation setting out similar information, to demonstrate compliance with these criteria.	To help identify and assess the changes that a proposed development will have on the landscape.	CDC website: <a href="https://www.cravenc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/local-information-requirements/landscape-and-visual-impact-assessment-lvia/">https://www.cravenc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/local-information-requirements/landscape-and-visual-impact-assessment-lvia/</a>
ENV3 criteria b), c), d), e), f), g), h), i), j), k), l), m), n), o), p), q, r)	Design and Access Statement is a national validation requirement and may be necessary to accompany the planning application.	To explain how the proposed development is a suitable response to the site and its setting and demonstrates how each criterion of policy ENV3 has been met in terms of context, infrastructure, ensuring development is	CDC website: <a href="https://www.cravenc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/statutory-national-information-requirements/design-and-access-statement/">https://www.cravenc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/statutory-national-information-requirements/design-and-access-statement/</a>

	Where Design and Access Statements are not required, applicants are encouraged to provide supporting documentation setting out similar information, to demonstrate compliance with these criteria.	accessible, art and culture, designing out crime, and shop fronts/advertisements	
ENV3 criteria s) & t)	Sustainable Design and Construction Statement is on the council's local validation list and will be necessary to accompany the planning application.	To explain how a proposal's design and construction will contribute towards the achievement of sustainable development and, in particular, to the mitigation of and adaptation to climate change, in line with relevant policies of the Craven Local Plan and the National Planning Policy Framework (NPPF).	Appendix B of this SPD and CDC website: <a href="https://www.cravencdc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/local-information-requirements/sustainable-design-and-construction-statement/">https://www.cravencdc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/local-information-requirements/sustainable-design-and-construction-statement/</a>

### **3.3.0 Outline, Reserved Matters and Planning Conditions**

- 3.3.1 The Council may wish to encourage design details to be agreed as part of the initial permission, so that important elements are not deferred for later consideration.
- 3.3.2 Applications for outline planning permission seek to establish whether the scale and nature of a proposed development would be acceptable before fully detailed proposals are put forward. Good design can be considered at this stage in order to assist community engagement, inform a design and access statement (where required), and provide a framework for the preparation and submission of reserved matters proposals. In some instances, it may be appropriate as part of the outline application to prepare and agree a design code to guide subsequent reserved matters applications. Design quality cannot be achieved through an outline planning application alone. Outline planning applications allow fewer details about the proposal to be submitted than a full planning application but can include design principles where these are fundamental to decision making.
- 3.3.3 Design conditions can be identified at the outline planning application stage allowing for the details to be submitted for later determination, as part of a reserved matters application. Detailed design issues that are central to a scheme's acceptability are most effective when set out at the outline application stage. Pre-application advice can be used as a stage for applicants and the Council to discuss the use of planning conditions in relation to design quality. Hence, this is an opportunity for prospective applicants and the Council to discuss the intended approach to a site and how design policies and guidance need to be applied. It is also important to ensure that applications to discharge conditions or amend approved schemes do not undermine development quality.

### **3.4.0 Community engagement**

- 3.4.1 Paragraph 128 of the NPPF states that the design quality should be considered throughout the evolution and assessment of individual proposals. Early community involvement and consultation on a scheme is encouraged by the Council. Applicants should refer to the Council's Statement of Community Involvement (SCI), which sets out how the Council involves the community in the planning application process and recommends that applicants undertake early consultation with the local community. The latest SCI, adopted by Craven DC Policy Committee in 2018, is available here:

<https://www.cravencd.gov.uk/planning/statement-of-community-involvement/>

### **3.5.0 Masterplans**

3.5.1 There are a number of allocated sites in the local plan which require the preparation of a masterplan, as set out within the development principles for the site (within policies SP5 & SP6). Masterplans set the vision and implementation strategy for a development. They are distinct from local design guides by focusing on site specific proposals such as the scale and layout of the development, mix of uses, transport and green infrastructure. Depending on the level of detail, the masterplan may indicate the intended arrangement of buildings, streets and the public realm etc.

## APPENDIX A: GLOSSARY AND ACRONYMS

### Glossary

**Accessibility:** A term often used interchangeably with inclusive design to describe the extent to which a product, environment (or building in this context) can be reached and is usable by the widest range of people.

**Adaptability:** The capacity of a building or space to be changed so as to respond to changing social, technological, economic and climate conditions.

**All reasonable opportunities:** ENV3 (t) states that development should take “all reasonable opportunities” to incorporate various elements of sustainable design, in accordance with Building Regulations. This enables the Council to assess the sustainability of a design at the planning application stage, which typically precedes the Building Regulations stage. Deciding which opportunities are reasonable will require planning judgements to be made regarding what is appropriate and fair in the circumstances, taking account of technical, environmental and economic feasibility. Sustainable Design and Construction Statements should describe the elements of sustainable design that have been incorporated into proposals, give reasons why other elements may not have been incorporated and explain why it is considered that all reasonable opportunities have been taken.

**Building for Life 12:** A measurement of the quality of development initiated by the Design Council CUBE.

**Building Line:** The line formed by the frontages of buildings along a street. The building line can be shown on a plan or section.

**Conservation Area:** An area of special architecture and/or historical interest, the character or appearance of which it is desirable to preserve or enhance. It is a recognition of the value of a group of buildings and their surroundings and the need to protect not just individual buildings, but the character of the area as a whole.

**Contemporary Design:** Following modern ideas or fashion in design, including in style, techniques and materials.

**Context:** Local circumstances which form the background to a design idea and help the design make sense in its surroundings.

**Desire Line:** An imaginary line linking facilities or places, which would form a convenient and direct route for pedestrians and cyclists. If not recognised in a design, desire lines can often manifest themselves later as informal routes created by the public.

**Energy Efficiency:** The extent to which the use of energy is reduced through the way in which buildings are constructed and positioned on site or through the installation of equipment that uses renewable energy sources.

**Layout:** The way building routes and open spaces are placed in relation to each other.

**Legibility:** Legible developments with a sense of place are quite clear to read, so people can tell where they are and where things are around them.

**Local Distinctiveness:** The positive features of a place and its community which contribute towards creating a 'sense of place', and individual identity.

**Massing:** The combined effect of the arrangement, volume and shape of a building or group of buildings.

**Mixed Uses:** A mix of different uses (for example retail and residential) within a building, on a site or within a particular area.

**Natural Surveillance:** The deterrence of crime and anti-social behaviour by the presence of passers-by or the ability of people to be seen from surrounding windows.

**Passive Solar Gain:** The orientation and arrangement of buildings, spaces and windows to control of rooms within a building in order to reduce the need for electrical, gas or oil heating or air conditioning.

**Public Realm:** This is an area where people can wander without entering any strictly private space – it adds to the look, feel and enjoyment of places.

**Reasonable provision:** ENV3 (i) states that “reasonable provision” should be made to ensure that buildings and spaces are accessible and usable etc. this enables the Council to consider whether provision could exceed the minimum requirements of Building Regulations whilst remaining reasonable, which means appropriate and fair in the circumstances. Applicants should explain how their proposals satisfy ENV3(i) in their Design and Access Statements or elsewhere in their planning applications.

**Where feasible:** ENV3(t) states that development should meet a particular BREEAM standard “where feasible”. The phrase “where feasible” is similar in meaning to other phrases in the policy, such as “where possible” and “where practicable”, but in part (s) it is clearly linked to economic viability. If the required BREEAM standard is not proposed, applicants will need to present an economic viability case in their Sustainable Design and Construction Statement and BREEAM Pre-Assessment.

**Wherever possible:** ENV3(b) states that high quality materials should be locally sourced “wherever possible”. For example, it should be possible to source gritstone from local quarries in the Pennine region. If locally sourced materials are not proposed, applicants will need to provide a reasonable justification in their Design and Access Statements or elsewhere in their planning applications.

**Wherever practicable:** ENV3(p) states that traditional shop fronts should be refurbished and retained “wherever practicable”. This is because refurbishment and



retention may not always be practicable, because of some insurmountable and overriding problem with the shop front's physical condition or functional performance. If refurbishment and retention is not proposed, applicants will need to provide a reasoned justification in their Design and Access Statements or elsewhere in their planning applications.

### **Acronyms**

<b>BRE</b>	Building Research Establishment	<b>BREEAM</b>	Building Research Establishment Environmental Assessment Method
<b>CDC</b>	Craven District Council	<b>LPA</b>	Local Planning Authorities
<b>NPPF</b>	National Planning Policy Framework	<b>NYCC</b>	North Yorkshire County Council
<b>PPG</b>	Planning Practice Guidance	<b>SHELAA</b>	Strategic Housing and Economic Land Availability Assessment
<b>SHMA</b>	Strategic Housing Market Assessment	<b>SPD</b>	Supplementary Planning Document

## **APPENDIX B: SUSTAINABLE DESIGN AND CONSTRUCTION STATEMENTS – GUIDANCE NOTE ON CONTENT**

### What is a sustainable design and construction statement?

A document that explains how a proposal's design and construction will contribute towards the achievement of sustainable development and, in particular, to the mitigation of and adaptation to climate change, in line with relevant policies of the Craven Local Plan and the National Planning Policy Framework (NPPF).

### Aim of this guidance note:

The aim of this note is to provide practical guidance on what the Council expects to see in a good SDCS. It should help applicants and developers to produce a clear and concise statement, which explains how their proposals accord with policy requirements and achieve the highest possible standards of sustainable design and construction. The overarching aim is to create high quality developments that not only minimise their own environmental impact, but are also cheaper to run, more secure, contribute to the local economy and community, provide healthy living and working conditions, and respect the area's rich heritage and distinctiveness.

The suggested SDCS content, below, is based on a set of principles relating to development processes, building designs and construction practices which will deliver economic, social and environmental benefits now in the future. Considering such sustainability mechanisms from the outset will help to avoid unnecessary development costs and delays in planning decisions.

### When is a sustainable design and construction statement required?

The Council's local validation list sets out supporting information the local planning authority may request with a planning application. It stipulates that all planning applications should be supported by a SDCS and that all SDCS should meet the following minimum requirements:

- A non-technical summary that sets out what climate change mitigation measures have been integrated within the scheme's design;
- Details of how the proposed climate change mitigation measures compare to the minimum required under current Building Regulations;
- Where climate change mitigation measures have been discounted, the applicants demonstrate why it is not viable to do so.

Information on the requirement for a SDCS can be found on the Council's website at:

*<https://www.cravencdc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/local-information-requirements/sustainable-design-and-construction-statement/>*

The Council's local validation list stipulates that all planning applications should be supported by a SDCS, however in terms of the minimum requirements set out above, some developments are exempt from Building Regulations. Where this is the case, applicants are strongly encouraged to state in the SDCS that as there are no building regulation requirements, all proposed sustainability measures are additional. An example of this would be a proposed porch extension, which can be designed with high levels of thermal insulation (principle 2 in table below) and locally supplied, sustainability-sourced, and low-impact materials (principle 4 in table below).

In the case of reserved matters applications, the SDCS is expected to provide details of progress against the outline SDCS and should deal with any outstanding items not covered at the outline stage.

### Suggested SDCS Content

Based on the relevant policy drivers and minimum requirements for a SDCS, as set out above and via the web link, the following six key sustainability principles have been identified, which applicants are strongly encouraged to address in a SDCS:

- (1.) Complying with BREEAM Standards (non-residential)
- (2.) Reducing Energy Use and Generating Renewable Energy
- (3.) Reducing Water Use, Recycling Water and Implementing SuDS
- (4.) Minimising Waste during construction and operation
- (5.) Biodiversity & Green Infrastructure
- (6.) Travel & Transport

Principles 1 to 4 relate to the requirements of Craven Local Plan policy: ENV3: Good Design, and specifically criteria (s) and (t). In addition, principle 3 relates to the requirements of policy ENV6: Flood Risk, in terms of the inclusion of sustainable drainage systems (SuDS). Principle 5 relates to the requirements of policies ENV4: Biodiversity and ENV5: Green Infrastructure and principle 6 relates to the requirements of policies SP4: Spatial Strategy & Housing Growth and INF7: Sustainable Transport & Highways. Other relevant policies are highlighted in the table below.

By considering each of the six sustainability principles set out above, it should be possible to produce a good SDCS. However, some flexibility may be called for and it may be appropriate for applicants and developers to consider:

- (a) How they can put forward different climate change mitigation measures/initiatives relating to each sustainability principle, suitable to the size and the context of the development;
- (b) Why they may need to put emphasis on some climate change mitigation measures/initiatives relating to some sustainability principles over others;

(c) Why they may not be able to consider some sustainability principles (e.g. the development may be too small, or the site is maybe too constrained). Where this is the case, a clear and reasoned justification should be provided within the SDCS.

There can be other submission documents with an application where one or more of these sustainability principles are addressed in more detail (e.g. Environmental Impact Assessments). Where this is the case, the SDCS should refer to them by setting out that more detail can be found within those documents.

The table below suggest sections to be included in a typical SDCS, in order to meet the Council’s minimum requirements for this specific local validation requirement. It is suggested that details of how climate change mitigation measures have been considered and incorporated are focused on the six sustainability principles identified above.

The length and detail provided in a SDCS will be dependent on the type of development proposal in a planning application. Hence, the SDCS content should be proportionate to its size and type. Whilst SDCSs should contain the necessary information, they need not be long, wordy documents, and where appropriate they can use drawings and figures to illustrate the initiatives put forward.

**Table 1: SDSC Suggested Content**

<p><b>Introduction and Context</b></p> <p>A brief introduction can be used to set the context for a statement, by explaining relevant aspects of the site, location and proposal, and relevant local and national planning policies, including:</p> <ul style="list-style-type: none"> <li>• Craven Local Plan policies (see below) and any Neighbourhood Plan policies, which together are the starting point for planning decisions; and</li> <li>• The National Planning Policy Framework (NPPF), Planning Policy Guidance (PPG), National Design Guide and National Model Design Code, which are material considerations in planning decisions, and any other relevant national documents on good design.</li> </ul>
<p><b>Non-Technical Summary</b></p> <p>This is the first of three minimum validation requirements and should set out what climate change mitigation measures have been incorporated into the design. This may need to be little more than a list of relevant design features.</p>
<p><b>Comparison with Building Regulations</b></p> <p>This is the second of three minimum validation requirements and should set out details of how the proposed climate change mitigation measures compare to the minimum required under current Building Regulations. All reasonable opportunities should be taken to do better than the minimum. Where there are no building regulation requirements, because a development is exempt from Building Regulations, applicants are strongly encouraged to state in the SDCS that all proposed climate change mitigation measures are effectively above the minimum.</p>

### **Discounted Measures**

This is the final minimum validation requirement and should explain why some climate change mitigation measures may not have been incorporated into the design and why it is considered that all reasonable opportunities have been taken. If measures have been discounted on grounds of economic viability, this should be demonstrated by a reasoned viability argument supported by proportionate evidence, as part of the SDCS.

### **Six Key Sustainability Principles**

In producing a statement, it will be very helpful to consider each of the following sustainability principles and the guidance beneath. These set out some specific climate change mitigation measures that can be incorporated into designs, in order to satisfy the requirements of relevant Craven Local Plan policies (referenced in bold and square brackets below).

- (1.) Complying with BREEAM Standards (non-residential)
  - A proposed non-residential development of 1,000 or more square metres is required to meet at least the BREEAM standard 'Very Good' where feasible. It should seek to achieve the BREEAM standard 'Very Good' or better unless it has been demonstrated through an economic viability assessment that it is not viable to do so;
  - Producing a separate BREEAM Pre-Assessment document - this can be cross-referenced in the SDCS.  
**[Policy ENV3(s)]**
  
- (2.) Reducing Energy Use and Generating Renewable Energy through:
  - Attaining high levels of thermal insulation, careful material specification and efficient systems;
  - Minimising on-site carbon dioxide emissions through maximising energy efficiency, supplying energy efficiently using low carbon heating and cooling systems, and using on-site renewable energy generation, such as solar power;
  - Incorporating passive and active energy efficient design measures such as fabric performance, air tightness and mechanical ventilation to prevent overheating and reduce carbon emissions;
  - Incorporating a combination of high fabric performance and good natural daylighting to reduce use of electric lighting and reduced space heating consumption, as a result of maximising solar gains during winter months;
  - Designing lighting and heating controls to allow for localised control.  
**[Policy ENV3 (a), (s) & (t), ENV9(e)]**
  
- (3.) Reducing Water Use, Recycling Water and Implementing SuDS:
  - Maximising opportunities for the incorporation of water conservation into a proposed design, including the collection and re-use of water on site;

- Specifying water features and fittings in order to ensure sustainable water consumption for the proposed development, where appropriate (examples include the specification of low flow taps and dual flush toilets);
- Describing the passage of water run-off from a roof area, and explaining how this run-off does not require complex treatment prior to discharge into a watercourse or sewer;
- Analysing if the discharge of excess post development run-off has potential cumulative development impacts.

**[Policies ENV3(t), ENV6(b) and ENV8(b)]**

- (4.) Minimising Waste during construction and operation through:

- Specifying locally supplied, sustainably-sourced, low-impact and recycled materials to reduce the environmental impact of materials used on site;
- Specifying materials that will achieve a rating of A+ to D in the BRE's Green Guide to Specification (available under [www.bregroup.com](http://www.bregroup.com)), as these have a low embodied impact on the environment;
- Taking all reasonable opportunities to minimise construction and demolition waste on site by utilising the principles of the 'waste hierarchy'.

**[Policy ENV3(s) & (t)]**

- (5.) Biodiversity & Green Infrastructure (GI) through:

- Demonstrating how the green infrastructure (GI) network can be improved, where possible either on site or via off site enhancement;
- Avoiding loss or harm to the existing GI network where possible;
- Incorporating green roofs into the scheme, where feasible;
- Incorporating ecological features into the development demonstrating how the proposal will make a positive contribution towards achieving a net gain in biodiversity, wherever possible.

**[Policies ENV1(b), ENV3(a), ENV4, and ENV5]**

- (6.) Travel & Transport:

- Specifying how the site design and layout facilitates easy walking access to public transport facilities where available (e.g. nearby bus stands);
- Specifying how and where electric vehicle charging points are to be provided.

**[Policies SP4, ENV7(d), (e) and INF4(e)]**

This guidance is based on adopted local plan policy requirements and existing local validation requirements, which were published by the Council on 1<sup>st</sup> September 2020. These local validation requirements stipulate that all planning applications should be supported by a SDCS. The Council has a requirement to review local validation lists at least every two years and will be reviewed later in 2021. Once complete, it may be necessary to update this guidance. If this is required, the updated guidance will be published on the Council's website at: <https://www.cravenc.gov.uk/planning/planning-applications-and-notifications/national-and-local-planning-validation-requirements/local-information-requirements/> .

## **APPENDIX C: THE CONTEXT AND DISTINCTIVENESS OF CRAVEN**

The following sections are based on evidence contained in the Craven Conservation Areas Assessment Project: A General introduction, August 2016, the full text of which is available on the Council's website at [www.cravenc.gov.uk/conservationareas](http://www.cravenc.gov.uk/conservationareas).

### **Geology, Landscape and Views**

The underlying geology of Craven comprises sandstone (Millstone Grit) to the south and limestone (Carboniferous) to the north, which manifests itself in the sandstone uplands and moors of the Southern Pennines (Skipton, Sutton) and the limestone moors and scarps of the Yorkshire Dales (Settle). In between are the lowland valleys and hills of the Aire Gap – a unique natural passage through the Pennines – which are glacial in origin and include some striking landscapes of glacial drumlins. This geology defines landscape and setting in a very unique way, perhaps more so than other parts of Yorkshire, and is aptly illustrated by a journey along the A65 or Settle-Carlisle railway.

It is in medium and long landscape views from settlements and key landmarks that Craven excels. These views, from all points of the compass take in a landscape that has changed little since publication of the first Ordnance Survey maps of the region in the 1850s.

Landscape legibility is strong, with a recognisable historic grain that in many cases dates back to 15<sup>th</sup> and 16<sup>th</sup> centuries. In the south, settlements typically cling to the edges of the sandstone uplands overlooking flood plains and river systems. The historic and visual relationship between them and their landscapes is strong and relatively untroubled by 20<sup>th</sup> century development.

Even Skipton, which can be viewed from many miles in any direction is relatively limited in its growth and intrudes little on the wider landscape. Other settlements such as Burton-in-Lonsdale and High Bentham perch above river valleys, intimately linked to their surrounding landscapes. Whilst landscape clearly makes a significant contribution to the character and appearance of all Craven's settlements, it is also true that the settlements themselves make a significant contribution to the character and appearance of the landscape. This kind of synergy is not common in Britain.

### **History and Industrialisation**

For much of the medieval period, the economic and social life of Craven centred on a mixed economy of arable, animal husbandry and textile working. This is reflected in the inherited character of many settlements and in their former farms, cottages, weaving lofts, "tofts" (productive house plots) and "crofts" (attached enclosed fields). From the 15<sup>th</sup> century onwards, Craven became increasingly industrialised and the largest industry by far was textile production with mill buildings continuing to survive in many settlements today. Much needed transport links were provided by the Leeds and



Liverpool Canal, various Turnpike roads and the railways, which exploited Craven's Aire Gap.

## **Contemporary Craven**

Change in the 20<sup>th</sup> century has left much of the overall landscape character intact, and the historic core of many settlements survives in large part. By the late 20<sup>th</sup> century many settlements have morphed into dormitory or commuter villages, with residential extensions. There are exceptions: High Bentham, Settle and Skipton for instance, have retained their role as key market centres.

The majority of settlements retain a significant inherited built environment, constructed in the main out of locally derived natural materials – usually stone and commonly either sandstone (gritstone) or limestone. Brick is an extremely rare material. A common feature is the use of locally, sourced sandstone slates on roofs, especially within the smaller more rural settlements. Welsh slate is more common in the larger settlements such as Skipton. Later 20<sup>th</sup> century and early 21<sup>st</sup> century developments also utilise stone, but as an outer face over other materials.

Historic grain tends to survive very well in the majority of settlements and their mid-19<sup>th</sup> century form can be easily appreciated. Extensions to settlements have tended to be relatively modest, primarily dating to the 1950s, 1960s and late 20<sup>th</sup> to early 21<sup>st</sup> centuries – particularly in the form of brown field development. Where industrial buildings survive, particularly former textile mills, settlement character benefits significantly. A very common feature throughout Craven, and impacting negatively on character, is the use of uPVC window replacements for traditional timber sash windows.

The public realm or streetscape, tends to be fairly clear of unnecessary clutter, but the survival of traditional surfacing materials such as cobbles, setts and stone flags is mixed. Pavements are, in the main, surfaced with asphalt and edged in many cases with traditional sandstone kerbs. Traditional materials survive best in yards, alleys and passages, and traditional cast iron fingerposts survive in many settlements. Otherwise street furniture is a mix of utilitarian 20<sup>th</sup> century and contemporary “heritage style”, which probably references a local desire for more characterful street furniture.

Figures 9-11, below, take a closer look at the three main towns of Skipton, Settle and Bentham, by drawing on evidence from their individual conservation area appraisals. The full appraisals are available on the Council's website at [www.cravenc.gov.uk/conservationareas](http://www.cravenc.gov.uk/conservationareas).

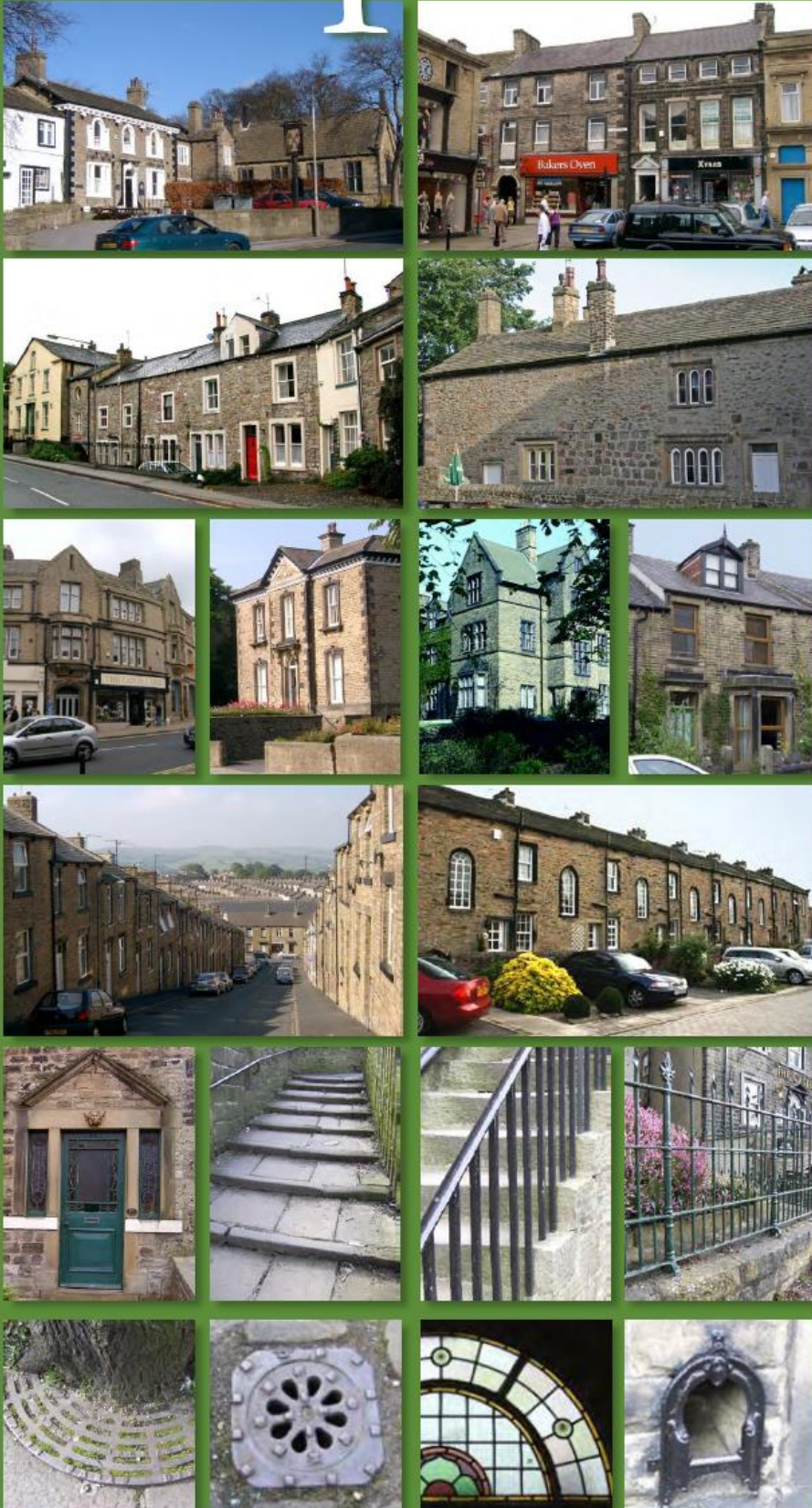
Figure 9: The Context and Distinctiveness of Craven - Skipton

# CONTEXT & DISTINCTIVENESS

# Skipton

“The special interest or significance of the town arises from its unique landscape, geology, and historical events.”

Skipton-in-Craven Conservation Areas Appraisal, 2008



## Walls

Gritstone walls and boundary walls. Coursed rubble to squared blocks. Lime mortar and plaster (little survives). Dressed stone and ashlar. Lined render. Rock-faced blocks to railway bridge abutments. Painted masonry (detracts).

## Roofing

Stone slates before c1870; pitched slabs for chimney tops. Lake District or Welsh slates post c1870. Concrete tiles (detract).

## Gateposts

Monolithic gate piers with moulded tops.

## Windows

Timber sash. uPVC and metal replacements (detract).

## Window reveals

Various. Some mullions and transoms.

## Pavements

Tarmac, concrete. Stone slabs, kerbs, steps.

## Surfaces

Tarmac. Mill-town setts (C19 onwards). Some pebble and stone surfacing survives.

## Street furniture

Modern street lamps, bollards, planters and road signs (detract). Cast iron manhole covers, tree guards, lamp posts and overthrows.

## Other

Cast iron: gates, railings (various finials); ventilation panels; ridge crestings; rainwater goods; boot scrapers; coal chute doors. Overlights to doorways. Stained, coloured, leaded glass.

The Council's conservation area appraisals provide evidence of the distinctive 'Materials and Palette' used in the construction of local buildings, enclosures and surfaces. These form part of Craven's context and distinctiveness, an understanding of which is the starting point for any good design. 'Materials and Palette' evidence is presented in Figures 1-3 and 9-11.

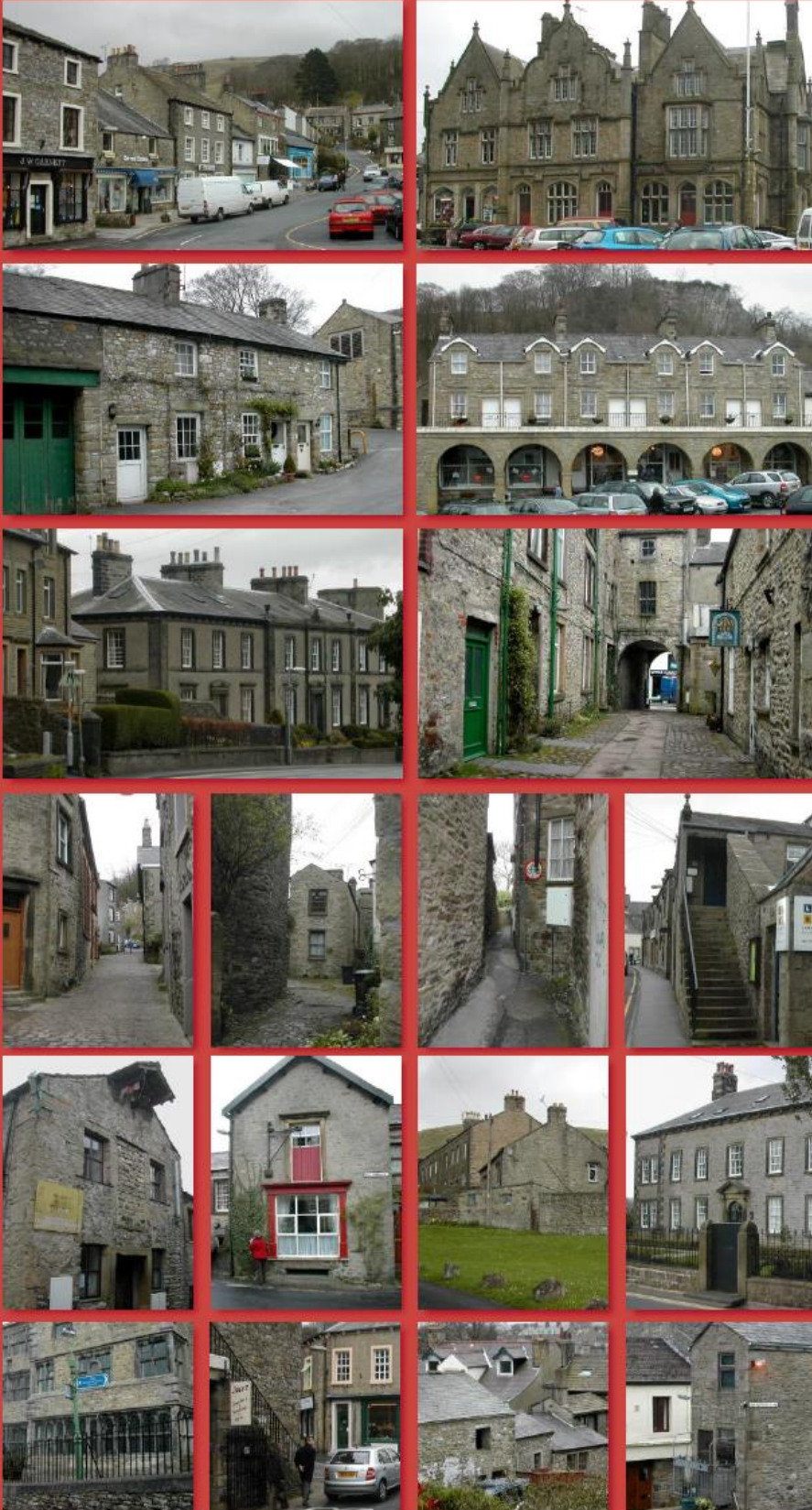
Figure 10: The Context and Distinctiveness of Craven - Settle

# CONTEXT & DISTINCTIVENESS

# Settle

"The town has retained many of its old buildings and its intimate atmosphere... surrounded by the dramatic limestone crags of the Yorkshire Dales"

Settle Conservation Area Appraisal, 2008



## Walls

Stone building materials and boundary walls. Red brick is uncharacteristic. Field-collected water-worn stones (glacial). Quarried rubble limestone, slobbered. Cut sandstone/gritstone, some watershot. Ashlar. Cut stone quoins.

## Roofing

Stone slate, Welsh and Lake District slate.

## Windows

Traditional timber. Plastic replacements (detract). Mostly vertical emphasis.

## Window reveals

Cut stone surrounds or lintels and cills.

## Pavements

Asphalt, cobbles, stone flags.

## Surfaces

Asphalt, stone setts.

## Street furniture

Simple luminaires on modern galvanised steel, traditional cast iron and wall-mounted. Modern and traditional signage, including finger-post.

## Other

Date-stones, external staircases, upper level doors, blocked warehouse doors, hoists and gantries, remnant walls (some with window openings), gate posts, horse troughs, some ironwork.

The Council's conservation area appraisals provide evidence of the distinctive 'Materials and Palette' used in the construction of local buildings, enclosures and surfaces. These form part of Craven's context and distinctiveness, an understanding of which is the starting point for any good design. 'Materials and Palette' evidence is presented in Figures 1-3 and 9-11.

# CONTEXT & DISTINCTIVENESS

# Bentham

"[High Bentham] has a well preserved historic core associated with textile working and agriculture from the 18th century onwards. [Low Bentham's] historic fabric, scale, form of development and palette of materials are all consistent and harmonious."

Assessment for Conservation Area Designation, 2016



## Walls

High Bentham (HB): Dressed sandstone for buildings and boundary walls. Also render, whitewashed and painted, on buildings. Some limestone rubble used in drystone walling. Low Bentham (LB): Gritstone for walling, rubble courses.

## Roofing

HB: Stone slates (Westmorland). LB: Grey slates (Yoredale Sandstone) and Westmorland slates.

## Gateposts

HB: Sandstone. LB: Some tooled gritstone monoliths, otherwise rubble stone.

## Windows

HB: Casements and sashes painted white. Replacement uPVC and stained timber. LB: Traditionally casements. Sashes used widely in C19. uPVC replacements (detract).

## Window reveals

HB: Sandstone quoins and window dressings including mullions and transoms. LB: Gritstone.

## Pavements

HB: Asphalt with granite kerbs. Some sandstone kerbing. LB: Asphalt with granite kerbs. Some cobbles and setts.

## Surfaces

HB and LB: Asphalt.

## Street furniture

HB: Standard contemporary galvanised steel columns with simple luminaires. Green and gold replica 'heritage' style finger posts and information panels. Public seating in a 'heritage' style. LB: Modern galvanised steel lampposts. Modern steel street signage.

The Council's conservation area appraisals provide evidence of the distinctive 'Materials and Palette' used in the construction of local buildings, enclosures and surfaces. These form part of Craven's context and distinctiveness, an understanding of which is the starting point for any good design. 'Materials and Palette' evidence is presented in Figures 1-3 and 9-11.

