

# New Housing

## Supplementary Planning Document

June 2018



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# 1. Introduction

## Purpose of document

1.1 The aim of the Supplementary Planning Document is to provide clear guidance to applicants, developers and other stakeholders on how the Council will deal with planning applications for New Housing Development. The document sets out the principles and standards that new Housing developments should meet to ensure that that new developments are high quality and respect and enhance the surrounding area.

1.2 This supplementary planning document (SPD) provides further detail to policies in the Local Plan. It does not have Development Plan status, but it will be accorded weight as a material planning consideration in the determination of planning applications.

1.3 Guidance relating to Houses in Multiple Occupations (HMO's) and Flats is set out in the Houses in Multiple Occupation (HMO) and Flats SPD.

<https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan/adopted-supplementary-planning-documentsguidance.aspx>

1.4 Even though a proposed development may meet all the guidelines set out in this SPD, we will also apply our professional judgement to assess the acceptability of any proposal against elements such as the grain, character and density of the surrounding area.

## Pre Application discussions

1.5 Pre application discussions, where you can obtain advice from Planning Officers before you make your application, are encouraged and can provide an opportunity to address potential problems before submitting your application, thereby potentially reducing the chances of your planning application being refused. There is a charge for this service. Details on charges and what information is required are provided on the following webpage: <http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/pre-application-advice-on-development-proposals.aspx>

1.6 In addition to Pre-Application discussions with Sefton Council planning department we recommended you consult with neighbours before submitting a planning application. This could identify potential problems which you may be able to overcome with a slight change to your scheme.

## Making a Planning Application

1.7 Information on how to apply for planning permission is available at the following webpages:

- <http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/how-to-make-a-planning-application.aspx>
- <http://planningguidance.planningportal.gov.uk/blog/guidance/making-an-application/>

## Planning Enforcement

1.8 If you don't apply for planning permission when required we may take enforcement action. The Council will take action where it is practical, reasonable, and necessary to do so in the wider public interest.

## Building Regulations

1.09 In addition to Planning Permission, New Housing developments require Building Regulations approval. Further information on this and on how to make a Building Regulations Application is available on the following webpage.

<http://www.sefton.gov.uk/planning-building-control/building-control/making-a-building-regulations-application.aspx>

## Conservation Area/ Listed Building Consent

1.10 If your proposed development is within a conservation area or would affect a listed building a greater range of developments will require planning permission. Please see the following webpages for more information:

- <http://www.sefton.gov.uk/planning-building-control/conservation-and-heritage/listed-buildings.aspx>
- <http://www.sefton.gov.uk/planning-building-control/conservation-and-heritage/conservation-areas.aspx>

## Trees

1.11 New housing development should consider adequate distances to mature trees and hedges. New housing development likely to affect a tree will require a tree survey as part of a planning application.

1.12 If your proposed development involves the removal of a tree or will affect a tree you may require Tree Preservation Order (TPO) consent as some trees are protected by a TPO. It is an offence to cut down, lop, uproot, wilfully damage or wilfully destroy a tree covered by a TPO without the permission of the Local Planning Authority (except in the case of specified exemptions). For more information on TPO'S please see the following webpage:

<http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/tree-preservation.aspx#faq1>

## 2. Design Principles

### New Housing Design Principles

2.1 New Housing development should incorporate the following principles contained within this document:

- a) Utilise space efficiently (Density)
- b) Ensure residential amenity for existing and future occupiers by allowing appropriate distances between dwellings
- c) Minimise harm to heritage assets
- d) Provide high quality gardens, landscaping, and open space
- e) Ensure safe highway access
- f) Incorporate flood risk management and sustainability.

### General Principles of Design

2.2 In addition new Housing development should also respect the general principles of design set out in Policy EQ2- "Design" of the Sefton Local Plan:

2.3 For more detailed guidance on design please see the following links:

- <https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan/adopted-supplementary-planning-documentsguidance.aspx>
- <http://planningguidance.planningportal.gov.uk/blog/guidance/design/>
- <http://www.hbf.co.uk/media-centre/news/view/building-for-life-relaunched/>

## 3. Density

### Standard Density

3.1 In order to utilize land efficiently and to make public transport viable, new residential development should achieve a minimum average density of 30 dwellings per hectare of the net developable area of the site unless:

- a) Site specific constraints or the provision of infrastructure within the site make this impractical.
- b) The character of the local area would mean a lower density would be more appropriate.

3.2 In all cases the applicant must demonstrate why a development of fewer than 30 dwellings per hectare is appropriate for the particular site.

### Higher Density

3.3 Development should be of a higher density (40+ dwellings per hectare) if the site:

- a) Is well connected by public transport or
- b) Is close to a town, district or local centre, or
- c) If the surrounding area is characterised by higher density.

### Large Scale housing sites

3.4 For large scale housing sites, the most accessible and sustainable parts of the site should have a higher density than the less accessible parts of the site.

# 4. Minimum distances between dwellings

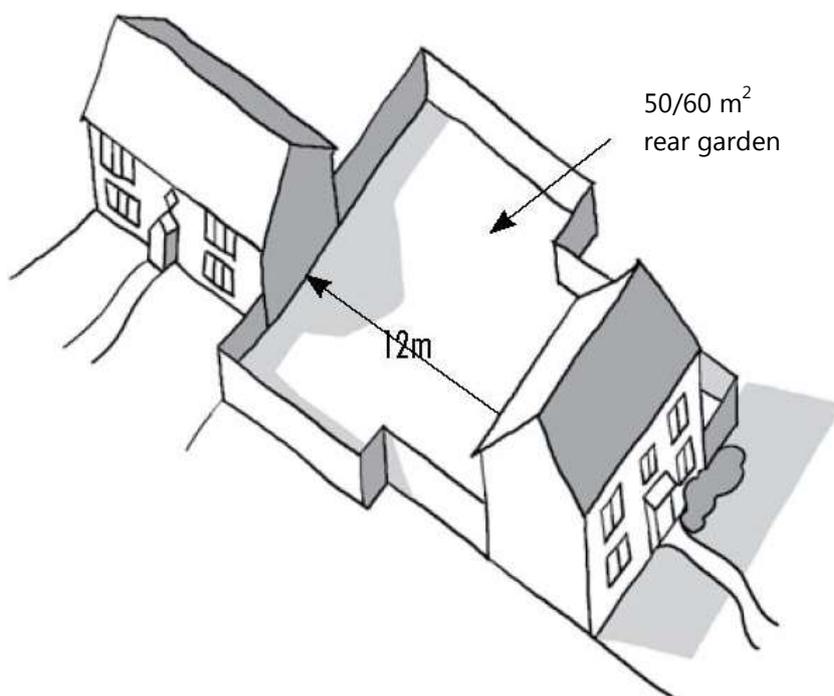
## Distances

4.1 The following minimum distances are designed to protect residential amenity and living conditions and to prevent negative impacts such as overlooking, and loss of privacy/outlook. In addition to these requirements, development should also respect the density, height, layout and character of the surrounding area. In areas characterised by low-density development, greater distances between dwellings may be required.

4.2 If development does not meet these dimensions an application may still be acceptable if:

- a) The particular constraints of the site do not allow the minimum distances to be achieved.
- b) The local area is characterised by lesser distances between properties.
- c) No significant harm to existing or future residential amenity would result, or
- d) Where there would be significant harm to residential amenity appropriate mitigation measures have been put in place to reduce the negative impact to an acceptable level. For example bespoke window design.

From	To	Minimum Distance
Habitable room window *	A blank wall Or A non-habitable room window+	12 metres
	Another habitable room window	21 metres



\* A habitable room is a main window to a room that people are in for long periods, such as living rooms, dining rooms, kitchens, bedrooms, conservatories, studies and play rooms.

Figure 1

+A non-habitable room window is a window to a landing, hallway, bathroom, or other room that people do not normally occupy for long periods, or a secondary room which is less used and where obscure glass may be used, or other windows in rooms which have a main habitable room window.

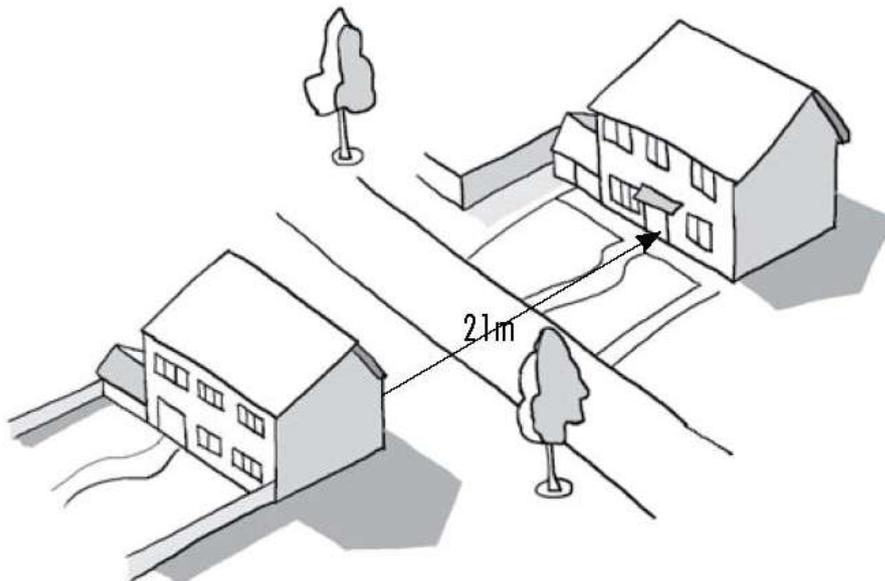


Figure 2

4.4 To preserve the privacy of nearby residents' gardens, new build houses should be located at least 10.5 metres away from the rear gardens of properties opposite.

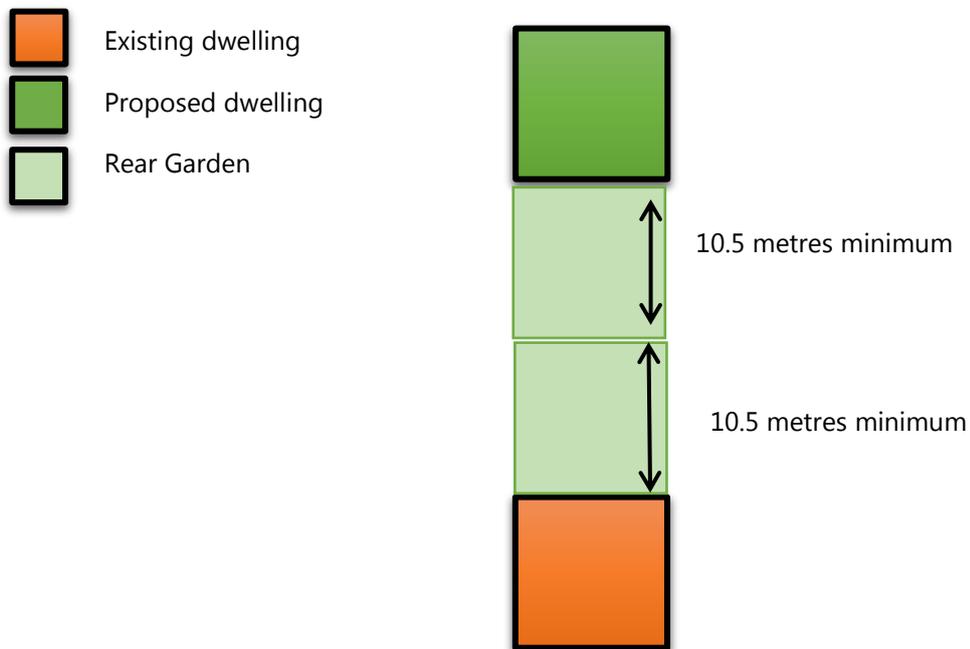


Figure 3

4.4 New housing development should respect the building lines of the street and on linear streets should not extend significantly further than neighbouring properties at the rear. In such cases, where existing back gardens are less than 10.5 metres in length, rear gardens should match those of the neighbouring properties.

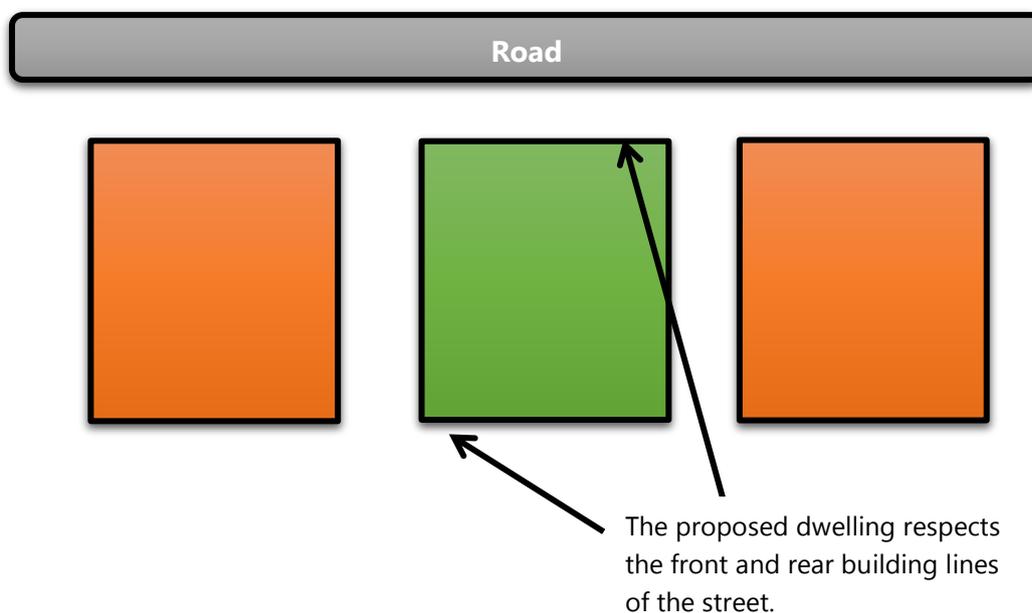


Figure 4

## 5. Heritage

### Heritage

5.1 New housing should avoid harm to heritage assets. Further guidance is provided in the National Planning Policy Framework <https://www.gov.uk/guidance/national-planning-policy-framework> and policies in the Sefton Local Plan, especially those in chapter 9 <https://www.sefton.gov.uk/localplan> . Where opportunities are available development should be sited and designed to enhance the following heritage assets or their settings:

- a) Conservation areas.
- b) Historic parks and gardens.
- c) Listed buildings.
- d) Non-designated or locally listed Heritage Assets.

5.2 Examples of enhancements include:

- a) Removing buildings in insensitive locations.
- b) Revealing lost architectural features.
- c) Revealing a heritage asset's original setting.

5.3 In addition New Housing Development must not harm the following:

- a) Scheduled monuments.
- b) Nationally important archaeological sites.

5.4 Where an application has the potential to have an impact on one or more of the heritage assets listed above it is strongly recommended to use the Council's pre application service. A subsequent planning application is likely to require a heritage assessment and may also require specialist archaeological advice.

5.5 More information on conservation and heritage is available online at the following webpages:

- <http://www.sefton.gov.uk/planning-building-control/conservation-and-heritage.aspx>
- <https://www.historicengland.org.uk/images-books/publications/seeing-history-view/>
- <http://historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/>

## 6. Gardens, landscaping and open space

### Gardens

6.1 Private and useable gardens for houses (i.e. excluding front gardens and land forward of any fence on a corner property) should be at least the following size unless:

- a) A lesser space would be consistent with the character of the local area, or
- b) Particular site constraints mean that it is not possible to achieve the standard.

Development	Sq Metres
New Housing (1-2 bedrooms)	50sq metres
New housing (3+ bedrooms)	60sq metres
Sheltered housing (per unit)	20sq metres
Nursing homes (per resident)	15sq metres

6.2 Attention should be given to the quality of the useable, private garden space; thin linear strips (eg passages providing rear access at the side of a house) will not be counted as part of the garden area.

### Landscaping, trees and open space

6.3 Landscaping and open space provision is an integral part of new development, detailed requirements and guidance is given in the Councils "Open Space" SPD. <https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan-and-neighbourhood-planning/adopted-supplementary-planning-documentsguidance.aspx>

6.4 Trees lost as a result of development should be replaced at a 1:1 ratio.

### Boundary Treatment

6.5 Boundary treatments should be in keeping with the character and design of the local area with appropriate materials used.

- a) Between gardens a fence is acceptable. However a private garden or amenity space next to a public space or road requires a brick wall to create a robust boundary.
- b) A wall or fence should be designed to allow appropriate visibility for pedestrians and motorists, particularly on busy roads.
- c) Fences at the rear and between plots should generally be at least 1.8m high.

### Leeds and Liverpool Canal

6.6 New Housing development located close to the Leeds and Liverpool Canal, should:

- a) Be of a high quality design that enhances the character of the Canal and is orientated and designed to enable surveillance of the Canal frontage, and
- b) Present an attractive frontage toward the Canal, and
- c) Improve access to and along the Canal by providing waterside pedestrian and cycle paths, where appropriate.

## 7. Highway considerations

### Parking

7.1 New Housing development should ensure there is sufficient parking to avoid dangerous on street parking. Parking should be designed to be in view of habitable rooms to create natural surveillance, particularly where communal parking areas are proposed.

### Bin Storage

7.2 All housing developments should have bin storage located either at the side or rear of the property. However if a bin has to be located at the front of the property it should be located within a bin store, the scale, materials and design of which should be compatible with the street scene.

### Access

7.3 There should be safe and attractive footpaths, cycle paths and roads to and within all housing developments. These paths should discourage off-road motorcycle use. The materials used should be safe, practical and appropriate to the surrounding area. Where practicable permeable or porous materials should be used for hard-surfacing, as part of the approach to sustainable drainage and surface water management.

7.4 Shared surfaces for schemes of 10 dwellings or more are considered unacceptable on highway safety grounds. It is Council policy not to adopt such roads. More detail on this is provided in the highways developer's pack.

7.5 Where a development site is located near a railway, an appropriate risk appraisal may be required. Information will be provided at the pre-application stage, when such advice is sought.

### Visibility

7.5 New Housing development should ensure that there is appropriate visibility for pedestrians, cyclists and car drivers.

### Further Guidance

7.6 Further Guidance on Highways and Transport issues is provided in the Sefton Developer's Pack. <https://www.sefton.gov.uk/parking,-roads-travel/highway-development-and-design.aspx> and in the Sustainable Travel and Development SPD <https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan/adopted-supplementary-planning-documentsguidance.aspx>

## 8. Sustainability and Drainage

### Surface Water

8.1 New Housing Development should not increase the risk of surface water flooding and where the opportunity arises should seek to reduce surface water flooding where possible. The use of Sustainable Drainage Systems (SuDS) is required, they can offer the opportunity to utilise limited space efficiently by contributing to both reducing flood risk and contributing to open space and landscaping provision. The Council's SuDS and Flood Risk Information Notes set out more detail in relation to flood risk. More information on sustainable drainage is available at the following webpages:

<https://www.sefton.gov.uk/spd>

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/415773/sustainable-drainage-technical-standards.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/415773/sustainable-drainage-technical-standards.pdf)

[http://www.ciria.org/Resources/Free\\_publications/the\\_suds\\_manual.aspx](http://www.ciria.org/Resources/Free_publications/the_suds_manual.aspx)

### Separate Drainage Systems

8.2 In addition to SuDS provision developments must also provide adequate separate drainage systems for sewerage and surface water. Development should also avoid adverse effects on the operation of existing infrastructure. It is recommended to consult with United Utilities prior to making an application to ensure that drainage requirements can be factored into new housing development. Links to United Utilities guidance and contact details are provided below: <http://www.unitedutilities.com/builder-developer-planning.aspx>

### Flood Risk

8.3 New housing development should take into account flood risk. A map of flood risk zones (from rivers and the sea) is available on the Environment Agency website, and the Council's SuDS and Flood Risk Information Notes sets out more detail in relation to flood risk.

<https://www.sefton.gov.uk/spd>

<https://flood-map-for-planning.service.gov.uk/>

### Renewable energy

8.4 Proposals for renewable energy generation within new housing development will be supported in principle provided that:

- a) The installations would not significantly exceed the height of the roof of the houses.
- b) The installations would not be over dominant or be significantly disproportionate to the size of the houses.

- c) The installations would not cause significant harm to the character of neighbouring properties or the local area.

## Electric Vehicle Infrastructure

8.5 Proposals for new housing developments must incorporate electric vehicle charging points to facilitate the use of electric vehicles in accordance with Local Plan policies IN1 and EQ3. This requirement is subject to viability except where the development is within or in close proximity to an Air Quality Management Area. In such cases, the requirement is necessary regardless of viability.

8.6 Every new dwelling built on site with one or more dedicated parking spaces should be provided with one outdoor, weatherproof electric vehicle charging point readily accessible from one of the dedicated parking spaces, i.e. one electric vehicle charging point per dwelling should be provided. Additional communal electric vehicle recharging points should be provided at a rate of 1 per every 10 communal parking bays. For developments with 1-9 communal parking spaces, 1 electric vehicle charging point will be required unless this is demonstrated to be inappropriate. All EV charging points should be clearly marked as such, and their purpose should be explained to new occupants within their new home welcome pack / travel planning advice. We will attach a condition to the permission to make sure this is complied with.

8.7 When calculating the amount of communal recharging points required, the requirement will be rounded up or down to the nearest whole number (except for 1-9 spaces where 1 charging point will be required). The table below illustrates how this will apply in practice.

Communal parking bays	10%	Requirement
4	0.4	1 charging point
13	1.3	1 charging point
16	1.6	2 charging points
24	2.4	2 charging points
37	3.7	4 charging points

## Broadband Infrastructure

8.8 Proposals for new housing developments must incorporate infrastructure to allow broadband services to be provided to all proposed dwellings within the development in accordance with Local Plan policy IN1 and guidance in the NPPF. We will attach a condition to the permission to ensure this is complied with.

## Air Quality

8.9 New development should be designed to minimise public exposure to pollution sources, e.g. by locating habitable rooms/play areas away from busy roads, or directing pollutants through well sited vents or chimney stacks. Uses such as nurseries or schools are particularly sensitive to air pollution. Wherever possible, new developments should avoid creating site layouts that inhibit effective pollution dispersion. New development should also take opportunities to improve air quality eg including green roofs.

## 9. Backland development

### Backland Development and conversions

9.1 Proposals for Backland Development should ensure that:

- a) Proposals do not prevent the comprehensive larger area from being developed.
- b) The form and layout respect the character of local area.
- c) The living conditions of neighbouring properties are protected.
- d) The number of floors and the height of eaves and ridgelines do not exceed that of the frontage property.
- e) Appropriate access arrangements are demonstrated in a planning application.

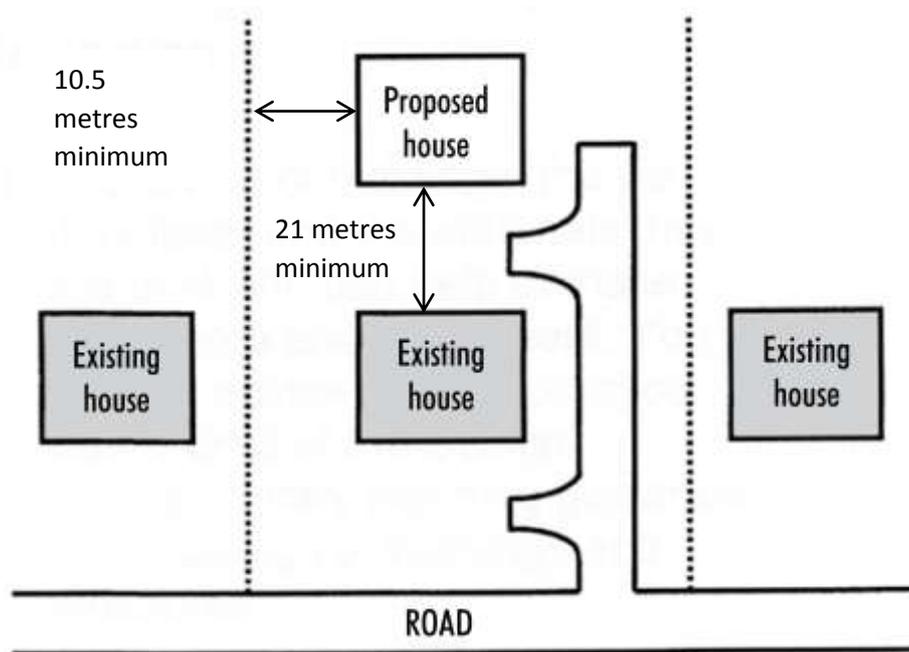


Figure 4

9.2 Where the main window to a habitable room (living room, kitchen, dining room, studies and bedrooms) in a side elevation faces a boundary with an adjacent property, a minimum distance of 10.5 metres is required to provide an adequate distance between the two properties and protect the privacy of adjoining gardens. However, this distance may be reduced in the case of single storey dwellings, or where there is a small secondary window.

9.3 If a lesser distance is proposed, the applicant must demonstrate why this is appropriate.

# 10. Properties next to access roads

## Properties next to access roads

10.1 Properties next to access roads should have their amenity and living conditions protected: In particular:

- a) No door to an existing property should open directly onto an access road.
- b) Noise disturbance can be mitigated by building walls/ planting between the access road and neighbouring properties.

10.2 To protect neighbouring residential amenity the following should be used as a guide to the distances between access road and properties. A reduced distance may be acceptable if there would be no significant harm to residential amenity.

Access road next to	Site with 5 homes or less	Site with 6 or more homes
A habitable room window (eg bedroom)	3 metres	4 metres
A non-habitable room window (eg bathroom)	2 metres (see diagram below)	3 metres (see diagram below)

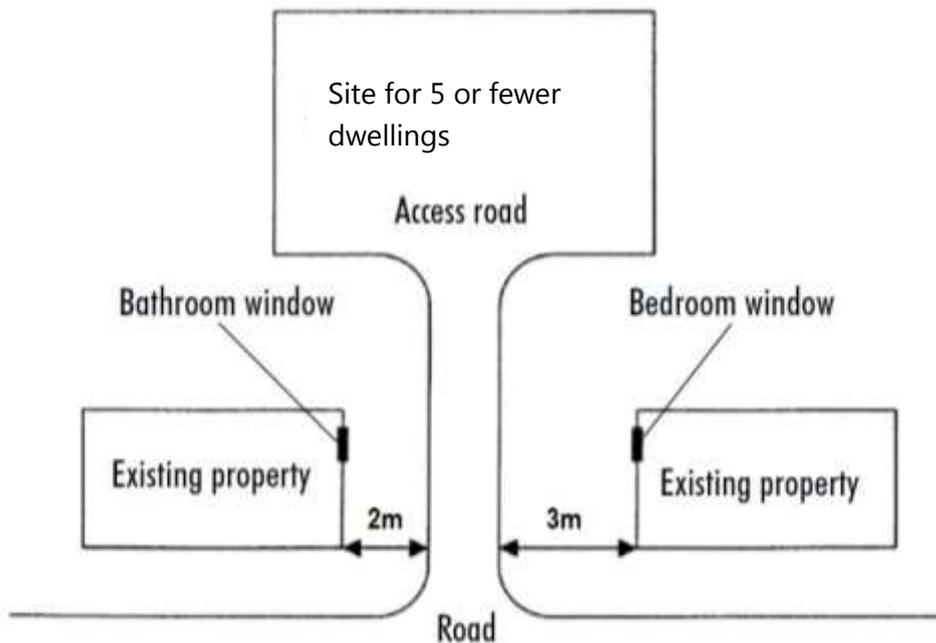


Figure 5

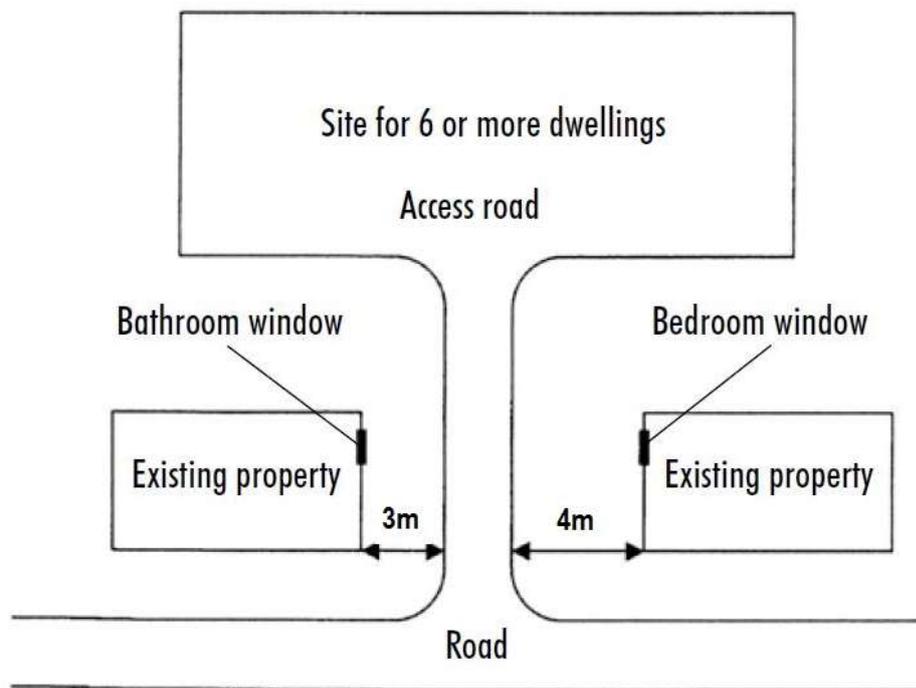


Figure 6

# 11. Housing within or adjacent to employment areas

## Housing next to employment areas

11.1 New housing should minimise any harm from adjacent existing or proposed employment uses to the living conditions of future occupiers. In particular new housing should be designed to reduce the impact on residents from the following:

- a) Noise
- b) Light
- c) Smell
- d) Pollution
- e) Vibration
- f) Vehicular movements
- g) Overlooking
- h) Overshadowing
- i) Effect on outlook (i.e. overbearing impact of commercial buildings)

11.2 New housing should incorporate robust and appropriate boundary treatments facing the employment use. In certain circumstances a landscaped buffer may be required.

11.3 These considerations also apply (in reverse) to new employment developments proposed in close proximity to existing residential development.

11.4. National planning guidance allows the conversion of commercial properties to residential use. Where planning permission is required, the Council will expect its amenity standards to be met and regard paid to the impacts referred to in paragraph 11.1. Any variation will need to be justified.

11.5 Where a conversion takes place on a site within or adjacent to a Strategic Employment location, Employment allocation or an Existing Employment Area (as defined in the Sefton Local Plan), the Council will not accept development that could compromise the ability of the employment site to be developed for its allocated purpose.

# 12. Replacement homes in the Green Belt

## Replacement Homes in Green Belt

12.1 Replacement houses in the Green Belt more than 15% larger (by volume) will generally be considered inappropriate development in the Green Belt. Any proposed extension larger than this needs to be clearly justified. Inappropriate development in the Green Belt will only be approved in very special circumstances.

*\*For information on how to calculate volumes please see the House Extensions Supplementary Planning Document <https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan/adopted-supplementary-planning-documentsguidance.aspx>*

# Appendix A: Further Sources of Information

## National Policy/Guidance

National Planning Policy Framework and Planning Practice Guidance.

<http://planningguidance.planningportal.gov.uk/>

Plain English Guide to the Planning System

<https://www.gov.uk/government/publications/plain-english-guide-to-the-planning-system>

Planning Portal <http://www.planningportal.gov.uk>

Building for life 12

<http://www.hbf.co.uk/media-centre/news/view/building-for-life-relaunched/>

## Local Policy/Guidance

Sefton Council Developer's Pack

<https://www.sefton.gov.uk/parking,-roads-travel/highway-development-and-design.aspx>

Sustainable Travel and Development SPD

<https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan/adopted-supplementary-planning-documentsguidance.aspx>

Open Space SPD

<https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan/adopted-supplementary-planning-documentsguidance.aspx>

SuDS and Flood Risk information note

<https://www.sefton.gov.uk/planning-building-control/planning-policy-including-local-plan/adopted-supplementary-planning-documentsguidance.aspx>

## Contact details

Planning Department Email: [planning.department@sefton.gov.uk](mailto:planning.department@sefton.gov.uk)

Pre Application Service <http://www.sefton.gov.uk/planning-building-control/apply-for-planning-permission/pre-application-advice-on-development-proposals.aspx>

**Local Plan Team**  
**Sefton Council**  
**Magdalen House**  
**Trinity Road**  
**Bootle L20 3NJ**  
**Website: [www.sefton.gov.uk/localplan](http://www.sefton.gov.uk/localplan)**  
**Email: [Local.Plan@sefton.gov.uk](mailto:Local.Plan@sefton.gov.uk)**