AECOM

DISS & DISTRICT

Design Code

October 2019

locality
the power of community

Quality information

Project role	Name	Position	Action summary	Signature	Date
Qualifying body	Eric Taylor	Diss and District Neighbourhood Plan Steering Group	Review		20-10-2019
Director / QA	Luis Juarez	Associate Director	Revision and approval of report	Luis Juarez	20-10-2019
Researcher	Hoorieh Morshedi	Urban Designer	Research, site visit, drawings	Hoorieh Morshedi	20-10-2019
Project Coordinator	Ben Castell	Project Coordinator	Review	Ben Castell	20-10-2019

Contents


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Introduction

01

1. Introduction

This section provides context and general information to introduce the project and its location.

1.1. Introduction

Through the Ministry of Housing, Communities and Local Government (MHCLG) Neighbourhood Planning Programme led by Locality, AECOM has been commissioned to provide design support to Diss Town Council and partners.

Diss is working in partnership with several local parishes, namely Roydon, Palgrave, Stuston, Brome and Oakley, Scole, Burston and Shimpling, to create a joint Neighbourhood Plan known as Diss & District Neighbourhood Plan[1].

Diss Town Council is making good progress in the production of its Neighbourhood Plan and has requested technical advice in respect of design guidance for future developments within the Town and Parishes in the neighbourhood Plan area (Figure 1).

1.2. Objective

The main objectives of this report is to develop design guidelines - or a design code - for the neighbourhood plan that will inform and influence the design of future planning applications and residential developments in Diss. This report is intended to support other existing guidance such as the **South Norfolk Placemaking Guide** [2](SNPG, September 2012).

The main body of this document develops a series of design guidelines related to residential context of the seven parishes.

1.3. Process

Following an inception meeting and a site visit with members of the Neighbourhood Plan Steering Group, AECOM carried out a high level assessment of the town and villages. The following steps were agreed with the Group to produce this report:

- Urban design analysis;
- Preparation of design principles and guidelines to be used to inform the design of the town and villages and future developments;
- Draft report with design guidelines; and
- Final report.

1.4. Background

South Norfolk Council have advised that the Diss ward should seek to accommodate at least 300 new dwellings in Diss and Roydon in the Diss and District Neighbourhood Plan for the period through to 2036[3]. In addition, Scole and Burston and Shimpling parishes also have to accommodate a minimum of 35 new dwellings each. The consultation draft Babergh and Mid Suffolk Joint Local Plan has an allocation of 64 homes, comprising a minimum of 49 in Palgrave Parish which all of them already have planning permission and 15 homes in Brome and Oakley Parish. There is no joint Local Plan expectation of any housing from Stuston, though some windfall sites may emerge and these, too, will require sensitive design.

The neighbourhood area covers two counties and is therefore covered by two local plans, both of which are being updated at the time of writing this guide. Diss, Roydon, Scole and Burston and Shimpling parishes are located in South Norfolk District, whereas Palgrave, Stuston, and Brome and Oakley parishes fall within Mid Suffolk District.

It is important that these Design Guidelines work in tandem with other published information pertaining to the character and quality of the urban form, open space and the landscape of Diss.

There is a list of documents that is useful to take a look at in addition to this report;

- Greater Norwich Development Partnership, Joint Core Strategy adopted March 2011, amendments adopted 2014[4];
- South Norfolk Local Plan Development Management Policies Document, adopted 2015[5].
- Draft Babergh and Mid Suffolk Joint Local Plan[6].

Most development in the plan period will be in Diss. Local authority expectations on the design of new development in the town are set out in the South Norfolk Placemaking Guide. SNPG is adopted by South Norfolk District Council as a Supplementary Planning Document. The purpose of the guide is to promote locally valued built environment assets and raise the quality of new projects. The guide has put forward a set of design principles based on industry best practice and explains the key requirements that the Council will take into account. Suffolk also has a design guide, published in

1. https://diss.gov.uk/neighbourhood-planning/
2. https://www.south-norfolk.gov.uk/residents/planning/planning-policy/supplementary-planning-documents-and-advice-notes/south-norfolk
3. Housing Needs Assessment in The Diss & Roydon Parishes (Amendment in 08.04.2019)
4. https://www.south-norfolk.gov.uk/sites/default/files/JCS_Adopted_Version_Jan_2014.pdf
5. https://www.south-norfolk.gov.uk/sites/default/files/Development_Management_Policies_Document_0.pdf
6. https://www.midsuffolk.gov.uk/planning/planning-policy/new-joint-local-plan/joint-local-plan-preferred-options-july-2019/

2000 and presently undergoing an extensive revision. Some elements of the guide are out of date but it is still being used as supplementary planning guidance[1]. when assessing the suitability of development proposals. According to SNPG, schemes should:

- Influence and raise the quality of design and layout of new development;
- Provide practical advice in the design to be more sustainable; and
- Promote locally distinctive design which respects and enhances the character of South Norfolk.

Our study has concentrated on the built form within the study area which is elaborated in the next section.

1.5. Area of Study

The area of study for the design guidance encompasses the neighbourhood plan boundary which contains seven different parishes; Diss, Roydon, Palgrave, Stuston, Scole, Brome and Oakley, and Burston and Shimpling, as shown in Figure1.

The Neighbourhood Area designation application was submitted to South Norfolk and Mid Suffolk District Councils by Diss Town Council in June 2017.

Among the seven parishes, Diss is the largest market town in South Norfolk. Based on the census in 2011, it has a population of 7,572.

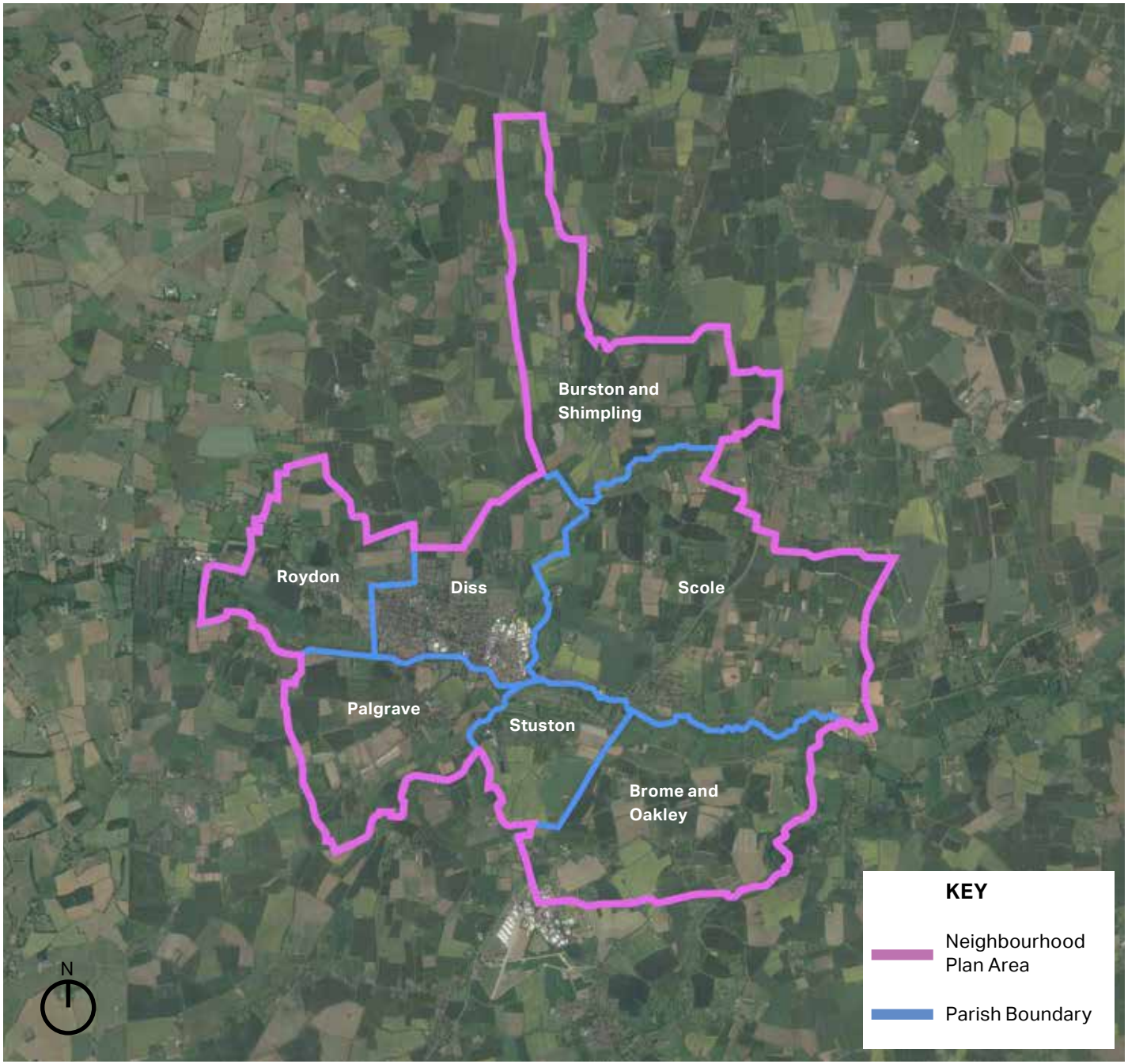


Figure 1: Aerial photo showing the area of study including Neighbourhood Plan boundary and seven parishes.

1. https://www.suffolk.gov.uk/planning-waste-and-environment/planning-and-development-advice/suffolk-design-guide-for-residential-areas.

1.6. Structure of this document

This document is presented in four main chapters as follows:

1. Chapter 1 (this section) provides an introduction, background information and outlines the area of study and objectives;

2. Chapter 2 provides the design code - a set of design guidelines that add local flavour to the South Norfolk Placemaking Guide to residential development. The chapter also illustrates the built form, reflecting on the character of each parish;

3. Chapter 3 delivers general questions that provide details to be considered by stakeholders when presented with a development proposal;

4. Chapter 4 presents the next steps, showing how design guidelines should be used in different ways by different actors in the planning and development process.


For Sale

Design Guidelines

02

2. Design Guidelines

This section outlines design elements and principles to complement Diss and the villages' neighbourhood plan application and to consider when assessing any other design proposals.

2.1. Introduction

The aim of this section is to set out the meat of the design code - guidance that will influence future design and development in Diss.

Where possible, images from Diss, Roydon, Palgrave, Scole, Stuston, Brome and Oakley, Burston and Shimpling are used to exemplify the guidelines. Where these images are not available, best practice examples from elsewhere are used.

2.2. Guidelines for placemaking

Understanding the features of a site and its setting is essential. The philosophy behind these guidelines is that new development, as well as modifications to the existing built environment, should not be viewed in isolation.

It is not only about buildings, but how streets, spaces and buildings work together to create a place that people want to live, visit and care for. When dealing with small infill and building alterations, design must be informed by the wider context, considering not only the immediate neighbouring buildings but also the townscape and landscape of the wider locality.

The local pattern of streets and spaces, building traditions, materials and ecology should all help to determine the character and identity of a development, recognising that new building technologies are capable of delivering acceptable built forms and may sometimes be more efficient.

It is important with any proposals that full account is taken of the local context and that the new design embodies the "sense of place" and also meets the aspirations of people already living in that area.

Reference to context does not mean to copy or use pastiche solutions. It means using what is around as inspiration and influence, and it could be a contemporary solution that is in harmony with the surroundings. This guide will outline the elements that make an important reference point.

The images illustrated on this and next pages show some of the key elements and the local character in different parishes within the neighbourhood boundary and the region in general. When no local image is available we have sourced it from other relevant examples in the UK and internationally if applicable.

Diss

Figure 2: Diss Mere.

Figure 3: Core shopping street on Mere Street.

Figure 4: St. Mary Church.

Roydon

Figure 5: St. Remigius Church on High Road

Figure 6: Brewers Green on Brewers Green lane

Figure 7: Roydon Primary School

Burston and Shimpling

Figure 8: Burston Strike School on Diss Road, Burston.

Figure 9: Primary School on Crown Green, Burston.

Figure 10: Street Layout on Burston Road, Shimpling.

Scole

Figure 11: Village Stores on Bridge Road.

Figure 12: St. Andrew's Church on Norwich Road.

Figure 13: Primary School on Norwich Road.

Stuston

Figure 14: Parish Church of All Saints in Stuston. (Source : (Stuston.onesuffolk.net).

Figure 15: A view on Old Bury Road.

Figure 16: Stuston Place on Old Bury Road.

Palgrave

Figure 17: Community Centre play area on Upper Rose Lane.

Figure 18: Primary School on The Green.

Figure 19: The parish Church of St Peter on Lion Road.

Brome and Oakley

Figure 20: Numbers 1 and 2 The Street, Brome.

Figure 21: St Mary's Church on Rectory Road, Brome.

Figure 22: A typical view in Lower Oakley.

2.3. The relevance of South Norfolk Placemaking Guide

South Norfolk Placemaking Guide sets out the key principles for creating good design solutions that respond to context and character of the area and inform the list of design guidelines that is provided in the section 2.4

SNPG aims to be as objective as possible dealing with basic design issues and principles. Some of the main objectives of the guide which are relevant to all the parishes are as follow:

- To assist developers, applicants, agents and designers in achieving attractive, high quality, well-designed proposals that positively integrate with the surrounding landscape and infrastructure;
- It also provides how good quality design and sustainable development can be achieved on the policies sets out in Greater Norwich Development Partnership, Joint Core Strategy 2011, in particular Policy 2 'promoting Good Design'.
- To ensure a proper understanding of the local context and distinctive character of South Norfolk, including the importance of creating a strong sense of place and reinforcing local identity.

These principles set out in 4 sections within the SNPG including Section 1- Introduction talking about the purpose of the place-making guide, Section 2 - The special character of South Norfolk, Section 3- place-making and design principles and finally, place- making and design process.

Similar principles are also contained in the Suffolk design guide first published in 2000 which is presently undergoing revision, it is still being used for supplementary planning advice.

2.4. The list of design Guidelines

The design guideline elements that this section covers are organised according to the following themes, each of which will be elaborated on subsequent pages:

- Enable and create varied links that favour pedestrian and cycle connections;
- Make street design work for everyone;
- Create wayfinding elements;
- Turn the corner;
- Make open space/ play area usable and meaningful;
- Use settlement edges as differentiators or natural boundaries;
- Make buildings overlook public space;
- Make buildings overlook streets;
- Keep a consistent building alignment;
- Street dimension to be fit for purpose;
- Treat vehicle parking as a placemaking exercise;
- Design and place signage, street furniture and utilities to complement the street scene;
- Design and place shopfronts, signs and advertising to complete the street scene;
- Use of trees and landscaping to reinforce placemaking aims;
- Create a context based architectural language;
- Make relevant to local materials and building details;
- Guide the potential inclusion of employment and industrial units;
- Aim to include environmental and energy efficient solutions; and;
- Density.

DG01. Enable and create varied links that favour pedestrian and cycle connections

This means having streets connecting with each other and creating different travel options and routes. Good practice favours a generally connected street layout that make it easier to travel by foot, cycle, and public transport. The aim is to provide natural surveillance, activity and paths with good sightlines and un-restricted views which make people feel safer.

This connected pattern creates a 'walkable neighbourhood'; a place where streets are connected and routes link meaningful places together.

Short and walkable distances are usually defined to be within a 5 to 10 minute walk or a five mile trip by bike. If the design proposal calls for a new street or cycle/pedestrian link, make sure it connects destinations and origins.

The use of a connected pattern also helps the accessibility of service and emergency vehicles; this creates a smoother operation, improved services and faster response times.

In addition, connected streets must provide a safe and pleasant environment at all times of the day. It is important that in the case of new developments, streets are integrated with green spaces.

The Police Secured by Design guidelines[1] warn against the "security of development being compromised by *excessive* permeability, for instance by allowing the criminal legitimate access to the rear or side boundaries of dwellings, or by providing too many or unnecessary segregated footpaths".

1. https://www.securedbydesign.com/guidance/design-guides

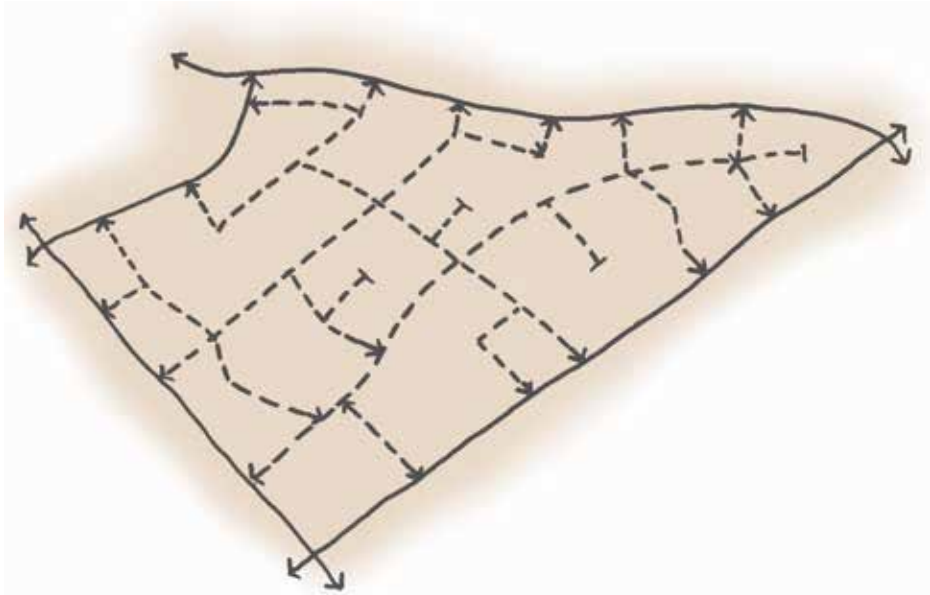


Figure 23: A connected layout, with some cul-de-sacs, balances sustainability and security aims in a walkable neighbourhood.

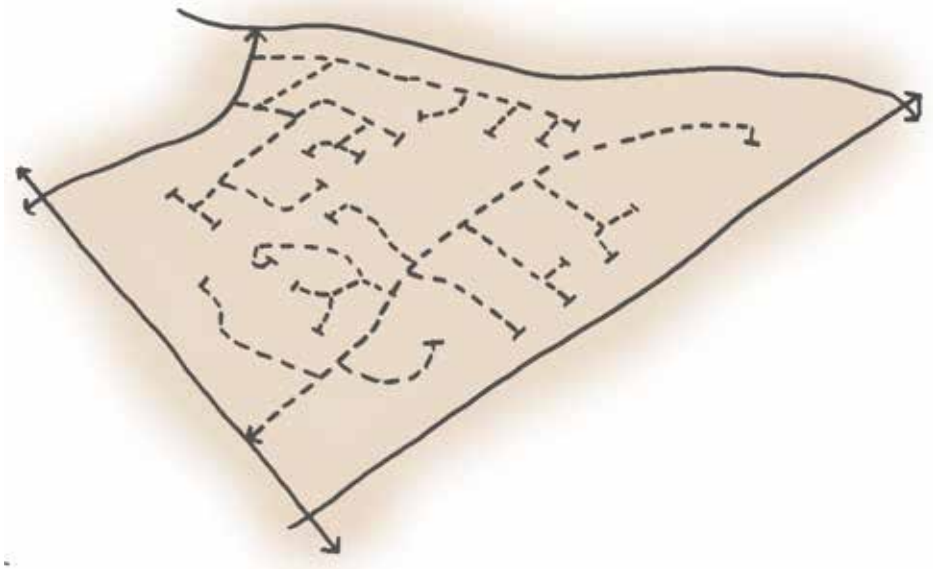


Figure 24: A layout dominated by cul-de-sacs encourages reliance on the car for local journeys. Where cul-de-sacs are used, Police guidance is that they are not connected by narrow pedestrian footpaths.

DG02. Make street design work for everyone

Streets are the places where people walk, meet and interact. They are also often the most permanent features of our built environment. An attractive public realm enhances people's quality of life and the perception of a place.

One of the features of successful streets is that they are pedestrian and cycle centric but without denying the possible use of a car. Aim to make the street space a shared space in the sense that all modes of transport are as important and all need to co-exist.

The quality of our streets and spaces can be undermined by overly engineered traffic calming measures such as speed humps or highways alignments designed exclusively for car circulation. These approaches are unattractive and can be frustrating for all transport modes. Instead, aim to create spaces that incorporate natural methods of traffic calming such as: narrowing down the carriageway, use of planting and build outs to incorporate street trees, use of clearly marked and allocated on-street parking areas, change of colour/ materials, use of shared surfaces, varying the alignment of the vehicular route and use of tight junction radii.

Also, when designing turning areas at the end of roads, think of imaginative solutions that move away from formulaic responses (e.g. hammerheads at the end of a road). Maybe a small local square or front court could provide the turning space for refuse vehicles and HGV's whilst also creating an enclosed space to look at while not occupied by a vehicle.

"Filtered permeability", where cars are unable to pass but pedestrians and cyclists are, is an increasingly popular way of deterring rat running.

Where applicable and needed Sustainable Drainage Systems can also be incorporated into street designs and used imaginatively to provide unique features that help to signal an important route through a site (Please also see streets section at DG10).

Aim to provide a range of opportunities for people to engage with a place through their senses by using trees and planting that combine colour and scent.

Figure 25: The image showing Market Hill in Diss where the use of materials and vertical deflection, provide a pedestrian priority environment.

Figure 26: Examples of streets in Diss where there is a pleasant balance between the spaces for pedestrians, landscape and cars. Planters along the Market Hill (left) and Prince William Way (right).

DG03. Create wayfinding elements

To add meaning to a street layout and the experience of space, it is important to signpost a journey. This means creating and/or preserving distinctive built or natural elements that help people navigate the neighbourhood; they are also called landmarks.

These are, in other words, elements that are out of the ordinary and serve as orientating points. They do not necessarily need to be great landmarks in the way Big Ben is for example; but they need to be differentiators nonetheless.

These are usually placed at corners, crossroads or along a road and come in a variety of forms; for example a church spire or a historic building. At a local level these elements could be a distinctive house, public art or even an old and sizeable tree.

The main feature is that they are unique and help people navigate the urban environment.

Figure 27: A view to St Mary's Church, a landmark leading down to the Market Place in Diss.

Figure 28: The Corn Hall on St Nicholas Street.

Figure 29: A traditional Norfolk Town or Village sign.

DG04. Turn the corner

Together with creating potential local landmarks, one of the crucial aspects of a successful townscape and urban form is the issue of corners. In particular buildings placed at the corner of a block. Because these buildings have at least two public facing facades they have double the potential to influence the street's appearance. Thus the following guidelines apply to corner buildings.

- If placed at important intersections the building could be treated as a landmark and thus be slightly taller or display another built element signalling its importance as a way finding cue;
- The aim should be to create a positive outlook that improves the building, the street scene and generates local pride;
- All the facades overlooking the street or public space should be treated as primary facades;
- They should have some form of street contact in the form of windows, balconies or outdoor private space;
- In the case of fencing for back gardens or perimeter walls, the quality of the materials should be high. Panel fencing should be avoided instead use a different treatment such as: dry wall or masonry wall with reveals creating patterns similar to the main building windows, patterns created with bricks, a green wall, hedges and planting, a combination of timber and brick, country fencing, etc;
- Perimeter walls should be made in high quality materials.

Figure 30: The figure showing the way corner buildings should address the street.

DG05. Make open spaces / play areas usable and meaningful

Open spaces and play areas play a vital role in creating a positive urban environment. These are places fostering community and gathering; thus creating lively places in the neighbourhood. All open space should have a purpose and be of a size, location and form appropriate for the intended use, avoiding space left over after planning or pushing open space to the periphery of development. Landscape should not be used as a divisive measure between new and existing development however, green buffer zones which distinguish between older and new development are acceptable. This can be achieved by procuring a landscape consultant early on in the design process (See DG06 Settlement edges).

New and existing landscapes and open spaces should be located within walking distance from their intended users. If appropriate, these should be linked to form connected green networks. The networks are often more useful for visual amenity, recreational use and wildlife corridors than isolated parks. Where direct links are not possible, it may be appropriate to link these together through green routes, shared surface and streets. Tree lined avenues can achieve a visual and physical connection to open space.

Open spaces need to offer choice for the needs and desires of all users. For example, outdoor gym equipment, productive gardens, vertical gardens, allotments, etc. Offering choices will encourage a healthier lifestyle. Do not forget the importance of quiet spaces where people can simply be (relaxation and contemplation/mindfulness).

Make surrounding buildings overlook play areas and public spaces and where possible and appropriate make them central to the neighbourhood or part of the neighbourhood in order to encourage social gatherings. If play areas are proposed or required, the location of play spaces needs to take into account the surrounding context. Factors to consider will be the intended age of the children using the play space, the size of it, the type of equipment and the proximity to existing residential properties.

Play spaces should be accessible to all children. Reference should be made to existing national guidance on inclusive play. When designing and planning play areas also consider seating areas for carers, shaded spaces and avoiding hidden spots. Play areas could also include elements relating to nature and landscape. The equipment and fittings considered should be of high quality, durability and conforming to the relevant standard as defined by the Local Authority.

Figure 31: Norfolk House courtyard off St Nicholas Street.

Figure 32: A well-overlooked play area on Spencer Crescent.

Figure 33: Quiet open space on Diss Mere viewed from the Kings Head carpark.

DG06. Use settlement edges as differentiators or natural boundaries

Interfaces between the existing settlement edges and any village extension must be carefully designed to integrate new and existing communities. This is particularly important where new residential buildings will face existing residential properties that until now back onto open fields.

Edges must be designed to link rather than segregate existing and new neighbourhoods. A belt of hedges that defines the existing settlement edge can be integrated into a the new neighbourhood by providing a shared back hedge, as in the example shown here, or into the scheme's green infrastructure.

Figure 34: An example of village edge showing the planted edge at the back of private gardens.

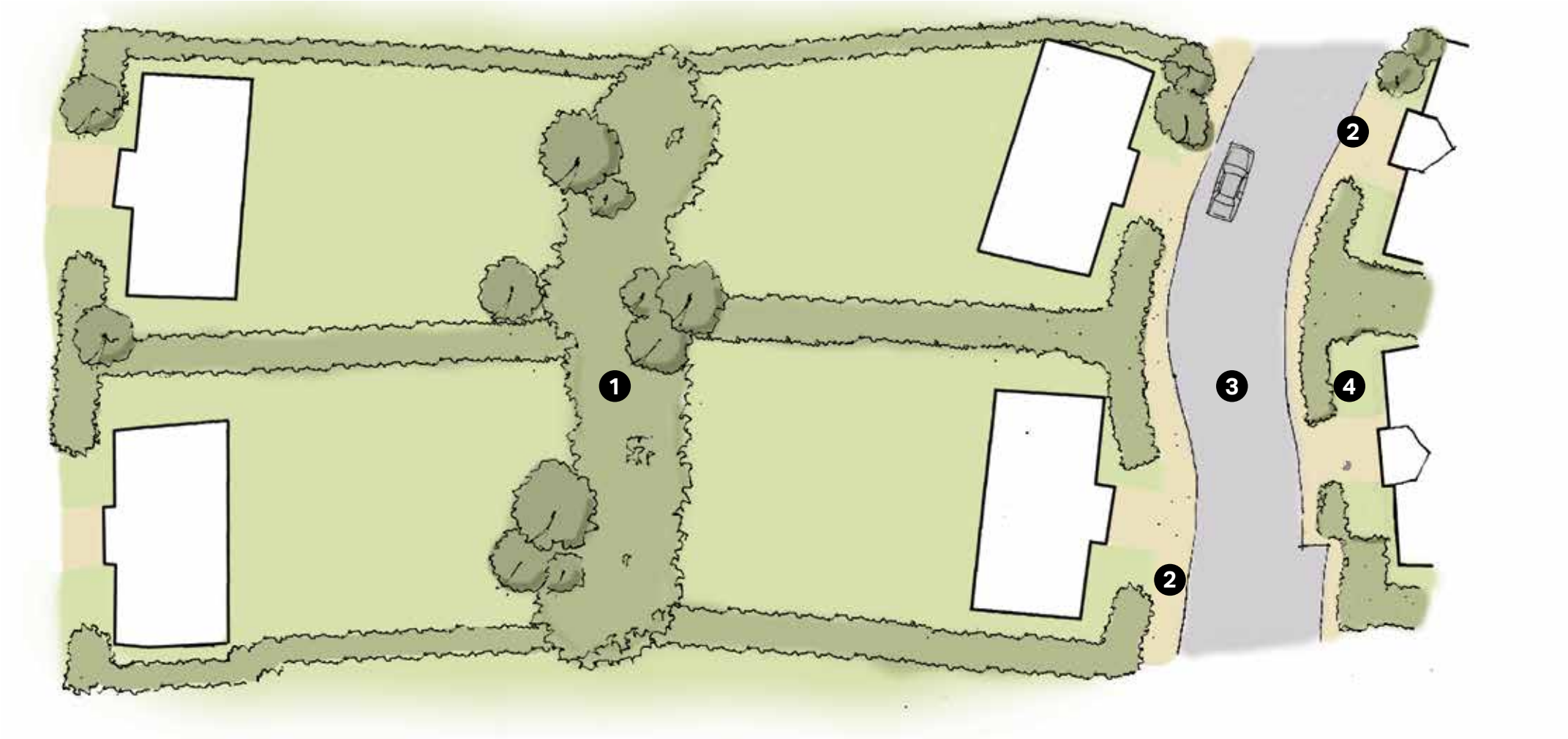


Figure 35: Plan sketches of potential edges with any new settlement.

1. **Retained shared back hedges at the back of existing properties.**
2. **New footpaths.**
3. **New street.**
4. **New residential frontage with boundary hedges and front gardens.**

DG07. Make buildings overlook public space

A crucial feature of successful places is to make buildings enclose and define public space. This is achieved when the main facade and entrance of a building face the public space. This creates what is known as active frontage; a feature that fosters social interaction and natural surveillance. It strengthens the sense of place by creating an enclosed space and by making good quality design visible for everyone.

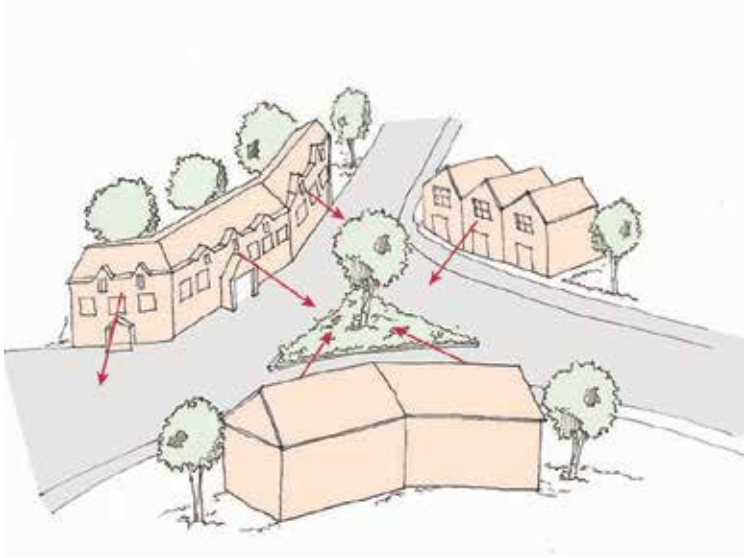


Figure 36: Diagram and example of an overlooked public space (e.g.Spencer Crescent in Diss)

DG08. Make buildings overlook streets

As with public spaces, neighbourhood streets should be defined by buildings around them. This creates enclosure and definition of the street space. The main entrances to buildings should face the street as this helps to encourage natural surveillance and to create a positive streetscape; similarly it creates the possibility of contact between buildings and streets as well as between neighbours, thus fostering a socially rich environment.

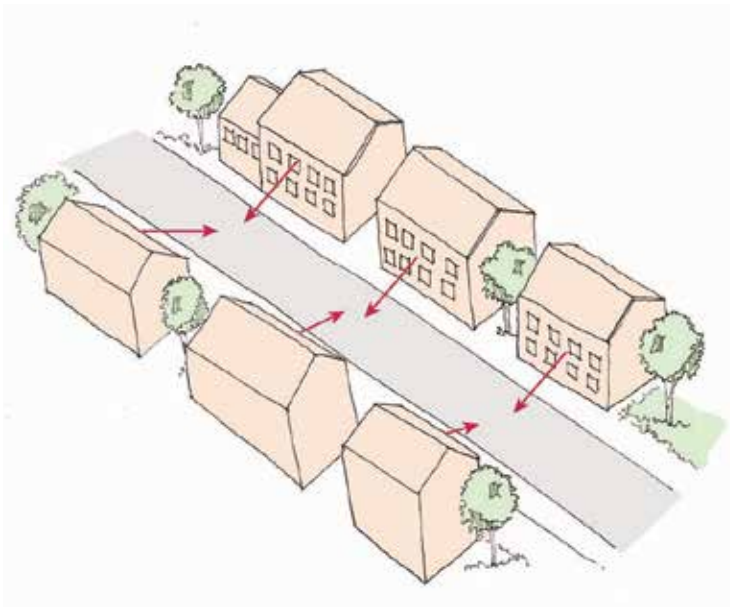


Figure 37: Diagram and example of an overlooked street (e.g. Sycamore Way in Diss)

DG09. Keep a consistent building alignment

This refers to keeping a consistent building line at the front of the property in relation to neighbouring buildings. For this feature, the guidelines are as follows:

- Existing buildings should preserve their existing general alignment. No major outbuildings or roof projections should be allowed where visible from the street;
- New buildings should match the surrounding alignment of the main facade facing the road. In this case small alignment variations of up to +/- 1m are allowed to provide interest to the streetscape.

Figure 38: Example map showing a consistent building line along the streets in Diss.

Figure 39: Local example showing a typical and consistent building line amongst buildings in Roydon.

Figure 41: Typical building alignment in Palgrave.

Figure 43: Typical and consistent building alignment in Scole.

Figure 40: Typical building alignment in Stuston which is not consistent.

Figure 42: Typical building alignment in Burston.

Figure 44: Scattered building alignment in Brome.

DG10. Street dimension to be fit for purpose

This guideline should be applied jointly with principle DG02.

- Streets must meet the technical highways requirements as well as being considered a 'place' to be used by all, not just motor vehicles. It is essential that the design of new development should include streets and junctions that incorporate the needs of pedestrians, cyclists, and if applicable, public transport users. It is also important that on-street parking, where introduced, does not impede the access of pedestrians and other vehicles.
- Within the settlement boundaries, streets should not be built to maximise vehicle speed or capacity. Streets and junctions must be designed with the safety and accessibility of vulnerable groups such as children and wheelchair users in mind, and may introduce a range of traffic calming measures.
- New streets should tend to be linear with gentle meandering, providing interest and evolving views while helping with orientation. Routes should be laid out in a permeable pattern, allowing for multiple connections and choice of routes, particularly on foot. Any cul-de-sacs should be relatively short and provide onward pedestrian links.
- The distribution of land uses should respect the general character of the area and street network, and take into account the degree of isolation, lack of light pollution, and levels of tranquillity. Pedestrian access to properties should be from the street where possible.
- Streets must incorporate opportunities for landscaping, green infrastructure, and sustainable drainage.

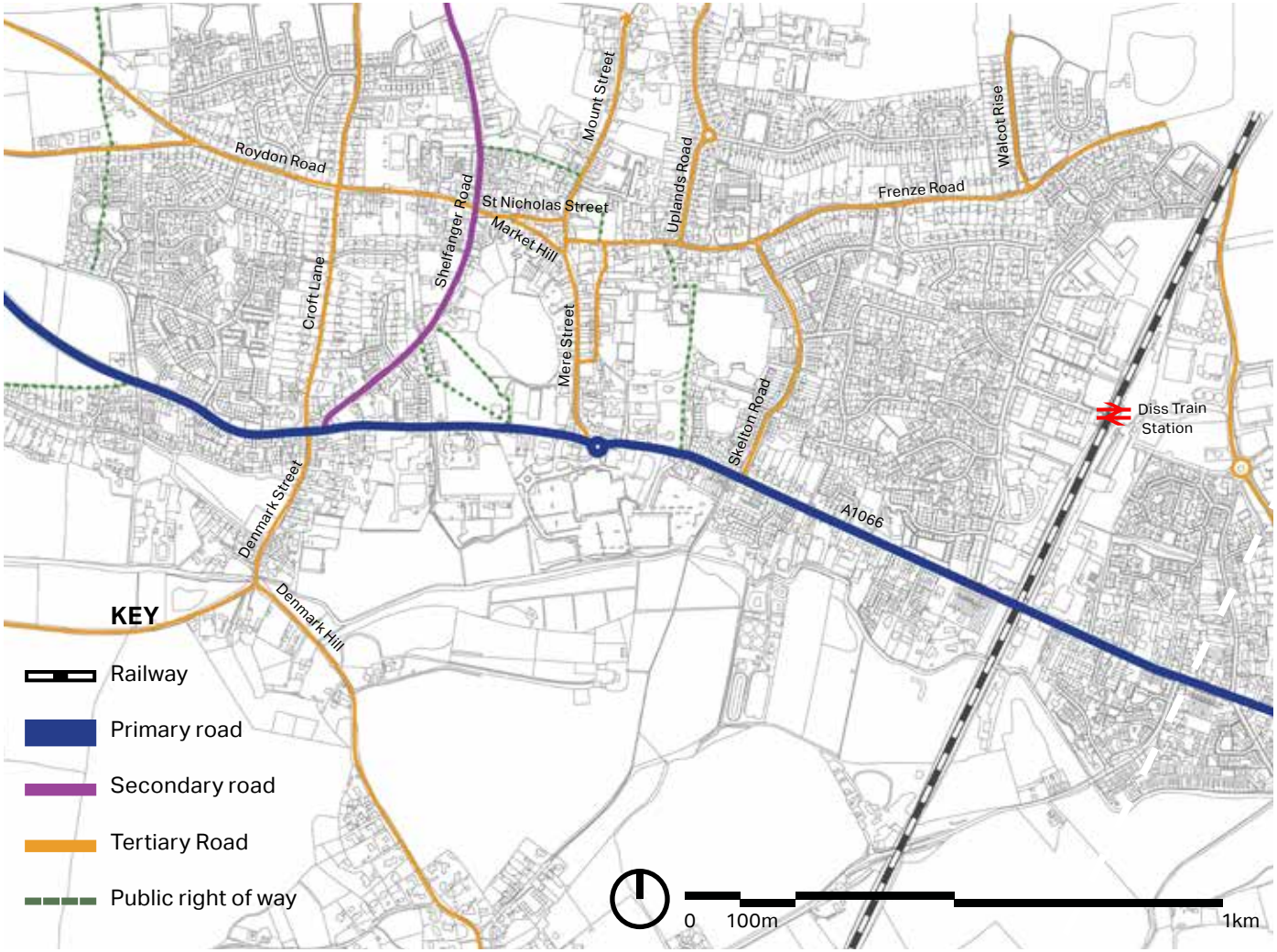
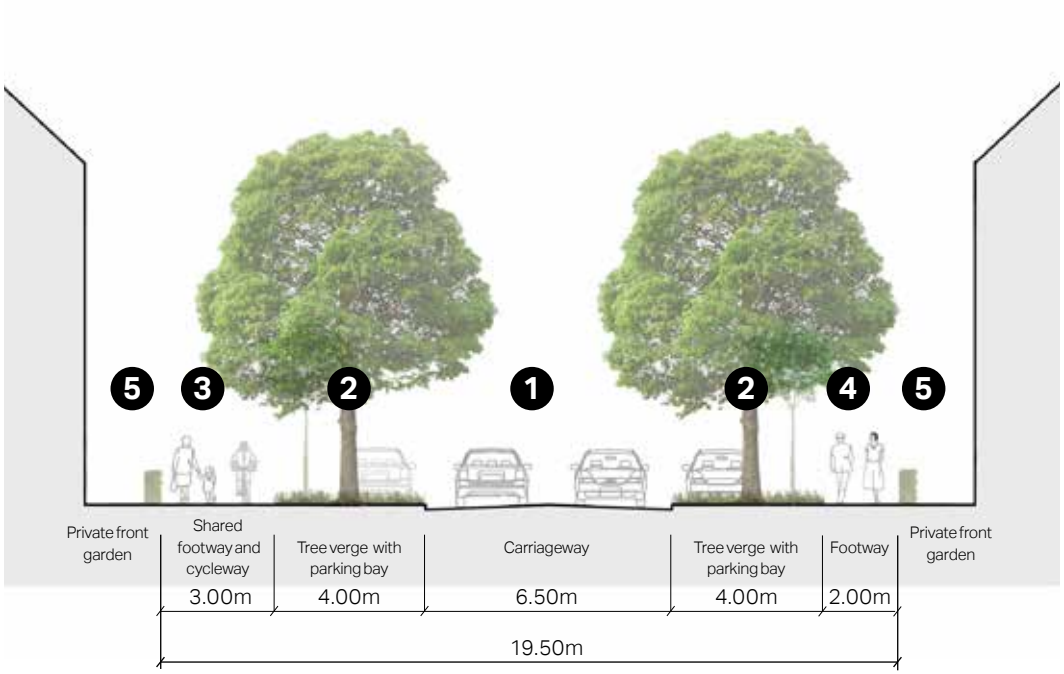


Figure 45: Map showing street hierarchy in Diss.

The following pages introduce suggested guidelines and design features including a range of indicative dimensions for street types in the new residential areas.

Primary Roads

- Primary roads are the widest neighbourhood roads and constitute the main accesses into any village extension, connecting the neighbourhoods with each other. They are also the main routes used for utility and emergency vehicles, as well as buses, if any.
- The design and character of primary roads must strike an optimum balance between their place-making role at the heart of the new community and their role as supporting through-routes.
- Primary roads must be defined by strong building lines with generous set-backs. Blank frontages must be avoided. The quality of the public realm must be of a high standard and consistent throughout the whole primary road, for example through the planting of trees and/or green verges along the road.
- Because primary roads are designed for comparatively higher speed and traffic volumes, they are more appropriate locations for cycle ways that are segregated from traffic, for instance in the form of green ways shared between cyclists and pedestrians.



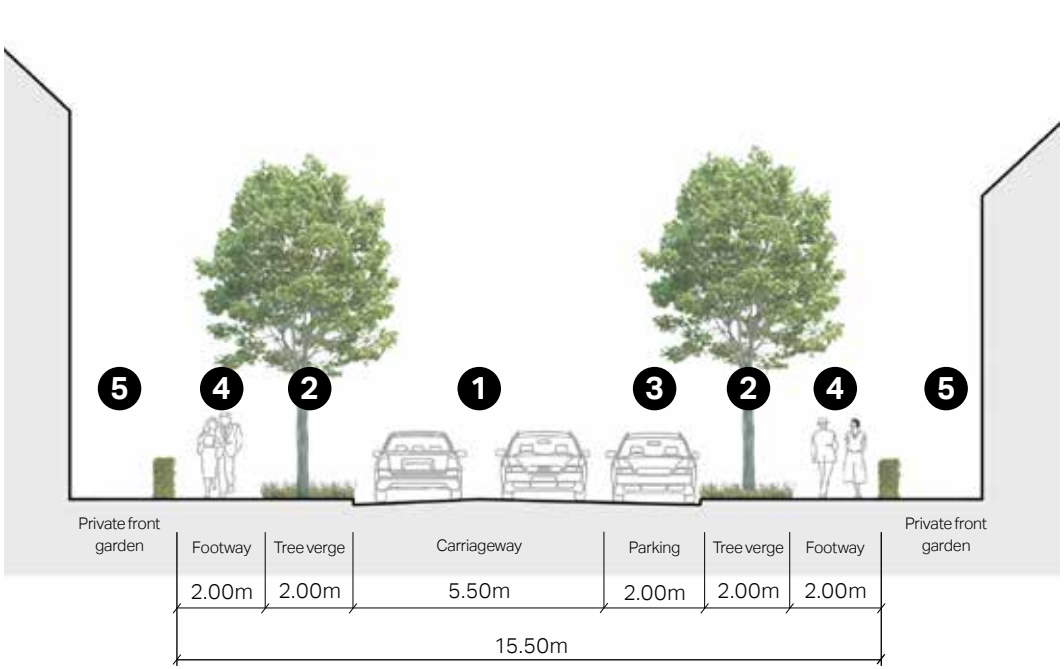
1. **Carriageway (village-wide traffic).**
2. **Green verge with tall trees. The latter are optional but would be positive additions. Parking bays to be inset into the verges to avoid impeding moving traffic or pedestrians.**
3. **Shared footway and cycleway - cyclists to be segregated from vehicle traffic.**
4. **Footway.**
5. **Residential frontage with boundary hedges and front gardens.**

Figure 46: Section showing indicative dimensions for primary roads. In some places trees may be omitted from one or both sides although they help with placemaking, contribute to local biodiversity, and create a positive micro-climate.

Figure 47: An example showing primary road framed by wide tree verges in a residential neighbourhood. It is recommended that cycle provisions are separated from moving traffic and that parking bays, where required, are inset into the verges to avoid impeding the movement of pedestrians and vehicles.

Secondary Roads

- Secondary roads provide access between primary roads and neighbourhoods and clusters. They should emphasise the human scale and be designed for lower traffic volumes compared to primary roads.
- Secondary roads should accommodate carriageways wide enough for two-way traffic and on-street parallel car parking bays. They may also include tree verges on one or both sides. On-street parking may consist either in marked bays or spaces inset into green verges.
- Carriageways should be designed to be shared between motor vehicles and cyclists. Vertical traffic calming features such as raised tables may be introduced at key locations such as junctions and pedestrian crossings.



1. **Shared carriageway (neighbourhood traffic). Traffic calming measures may be introduced at key locations.**
2. **Green verge with medium trees. The latter are optional but would be positive additions.**
3. **Parking bay (may also be inset into verges).**
4. **Footway.**
5. **Residential frontage with boundary hedges and front gardens.**

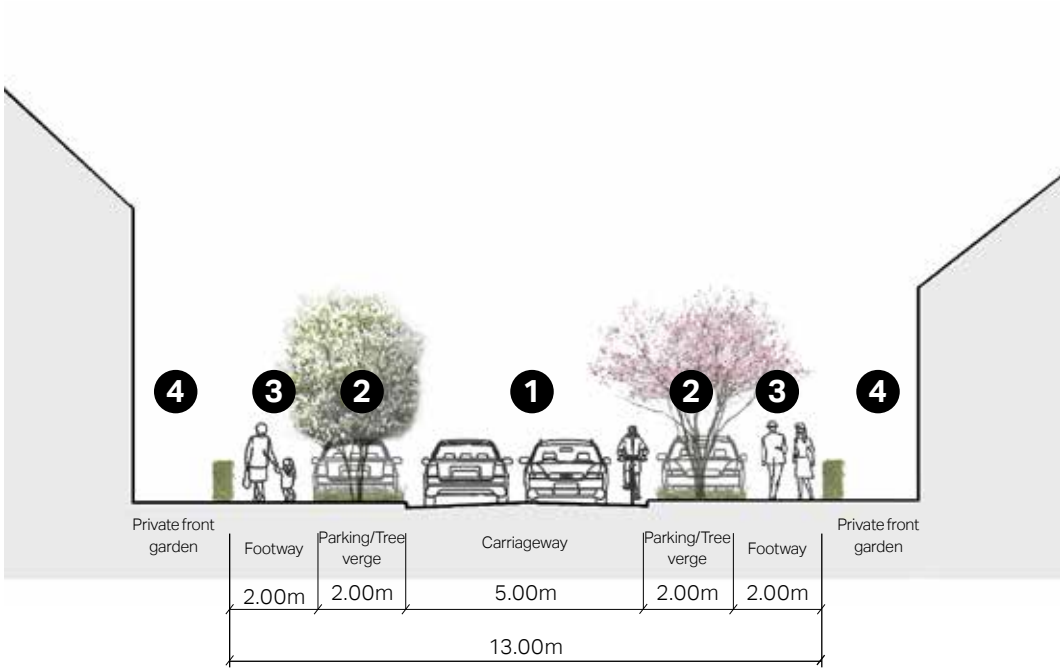
Figure 48: Section showing indicative dimensions for secondary roads. In some places tree verges may be omitted from one or both sides, and parking bays may alternate with tree verges.

Figure 49: Example of a secondary road, Brentham (note: parking bays may be inset into verges).

Tertiary Roads

- Tertiary roads have a strong residential character and provide direct access to residences from the secondary roads. They should be designed for low traffic volumes and low speed.

- Carriageways should accommodate two-way traffic and parking bays on both sides. They may also include green verges with small trees on one or both sides. Verges may alternate with parking to form inset parking bays. These roads should also accommodate footways with a 2m minimum width on either side, and must be designed for cyclists to mix with motor vehicles. Traffic calming features such as raised tables can be used to prevent speeding.



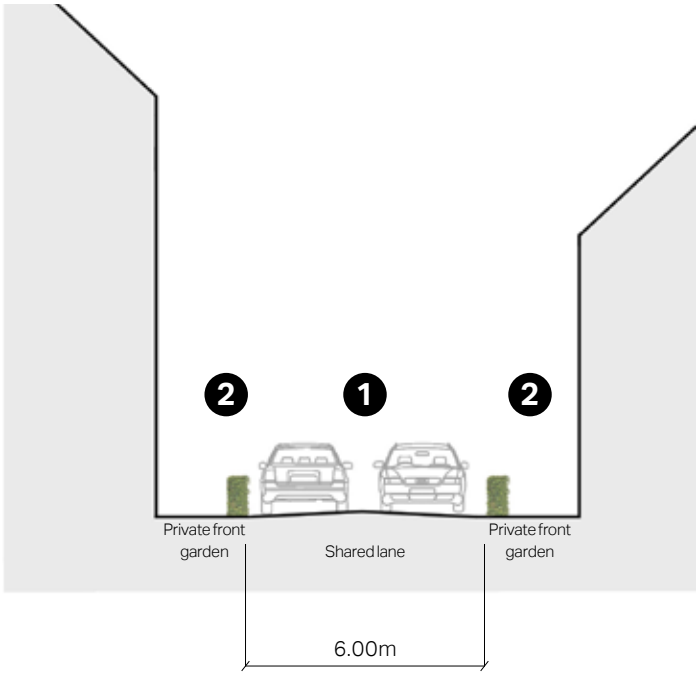
1. **Shared carriageway (local access). Traffic calming measures may be introduced at key locations.**
2. **Green verge with small trees. The latter are optional but would be positive additions. Parking bays on both sides of the carriageway to alternate with trees to avoid impeding moving traffic or pedestrians.**
3. **Footway.**
4. **Residential frontage with boundary hedges and front gardens.**

Figure 50: Section showing indicative dimensions for tertiary roads. In some places tree verges may be omitted from one or both sides.

Figure 51: Tertiary road framed with footpath in both side.

Lanes/Private Drives

- Lanes and private drives are the access only types of streets that usually serve a small number of houses. They should be minimum 6m wide and serve all types of transport modes including walking and cycling, and allow sufficient space for parking manoeuvre.
- Lanes and private drives should be bordered by hedges and/or private gardens to soften the landscape.
- Shared surface should be encouraged for pedestrian and vehicular use in order to aid traffic calming with different colour materials, surface treatments and planting (Figure 53).



1. **Shared lane (local vehicle access, cyclists, and pedestrians).**
2. **Residential frontage with front hedges and gardens.**

Figure 52: Section showing indicative dimensions for lanes and private drives.

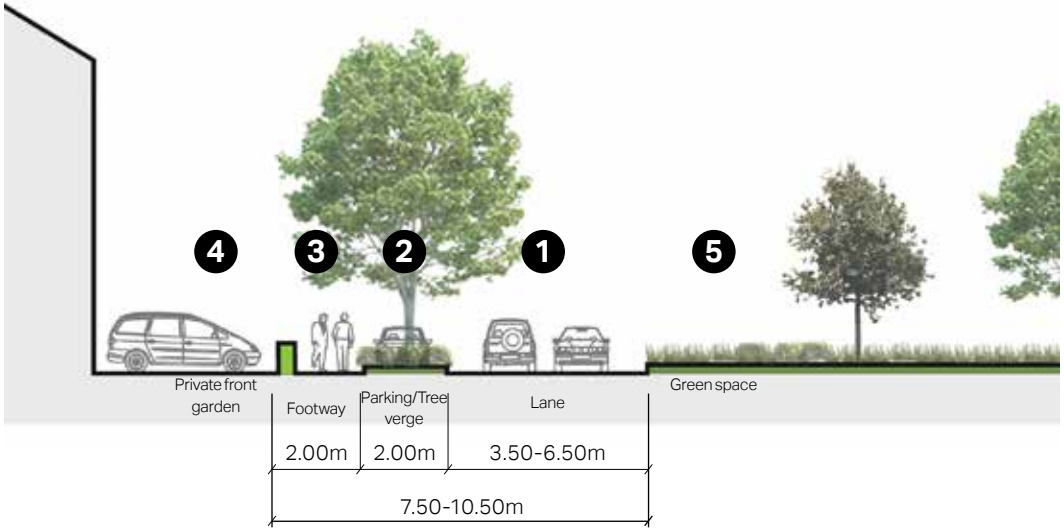
Figure 53: Shared surface, Downton Mews in Erith, London.

Figure 54: Front gardens soften the landscape in Windsor Court in Diss.

Figure 55: A shared lane in the north-east of Diss.

Edge Lanes

- Edge lanes are low-speed and low-traffic roads that front houses with gardens on one side and a green space on the other. Carriageways typically consist of a single lane of traffic in either direction and are shared with cyclists.
- The lane width can vary to discourage speeding and introduce a more informal and intimate character. Variations in paving materials and textures can be used instead of kerbs or road markings.



1. **Shared lane (local access) - width to vary.**
2. **Green verge with trees. The latter are optional but would be positive additions. Parking bays to be interspersed with trees to avoid impeding moving traffic or pedestrians.**
3. **Footway.**
4. **Residential frontage with boundary hedges and front gardens.**
5. **Green space.**

Figure 56: Section showing indicative dimensions for edge lanes. The lane width may vary to discourage speeding or provide space for parking.

Figure 57: Examples of edge lanes in Dorchester, with low-speed roads shared between motor vehicles and cyclists, and opportunities for on-street parking (note: some localities may prefer clearly defined footways and parking bays).

DG11. Treat vehicle parking as a placemaking exercise

- Parking areas are a necessity of modern development. However they need not to be unsightly. Parking provision should be appreciated as an exercise of placemaking.
- When placing parking at the front, the area should be designed to minimise visual impact and to blend with the existing streetscape and materials. The aim is to keep a sense of enclosure and to break the potential of a continuous area of car parking in front of the dwellings. This can be achieved by means of walls, hedging, planting, and the use of quality paving materials.
- When needed, residential car parking can be a mix of on-plot side, front, garage, and courtyard parking, and complemented by on-street parking.
- For family homes, cars should be placed at the side (preferably) or front of the property. For small pockets of housing, a rear court is acceptable.
- Car parking design should be combined with landscaping to make the presence vehicles less obvious.
- Parking areas and driveways should be designed to ameliorate impervious surfaces, for example through the use of permeable paving.
- The following pages provide an array of complementary car parking solutions that can be employed in Diss.

Figure 58: On-plot side parking on Spencer Crescent, Diss.

Figure 59: On street parking on Prince William Way, Diss.

Figure 60: Inset parking bay on St Nicholas Street, Diss.

Figure 61: Disabled parking bay in Cambridge with ramp for easy wheelchair access.

On-Plot Side or Front Parking

- On-plot parking can be visually attractive when it is combined with high quality and well designed soft landscaping. Front garden depth from pavement back should be sufficient for a large family car.
- Boundary treatment is the key element to help avoid a car-dominated character. This can be achieved by using elements such as hedges, trees, flower beds, low walls, and high quality paving materials between the private and public space.
- Hard standing and driveways should be constructed from porous materials to minimise surface water run-off.

Figure 62: Residential on-plot front parking on Prince William Way, Diss.

1. **Front parking with part of the surface reserved for soft landscaping. Permeable pavement to be used whenever possible.**
2. **Side parking set back from the main building line. Permeable pavement to be used whenever possible.**
3. **Boundary hedges to screen vehicles and parking spaces.**

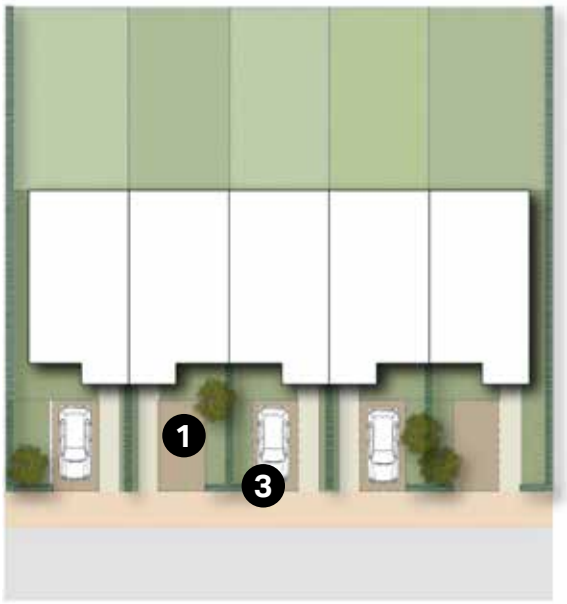


Figure 63: An illustrative diagram showing an indicative layout of on-plot front parking.

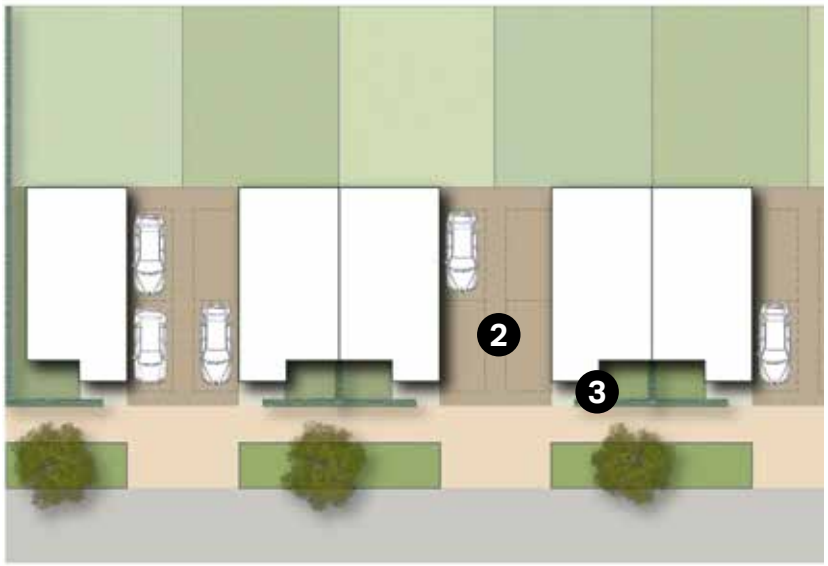
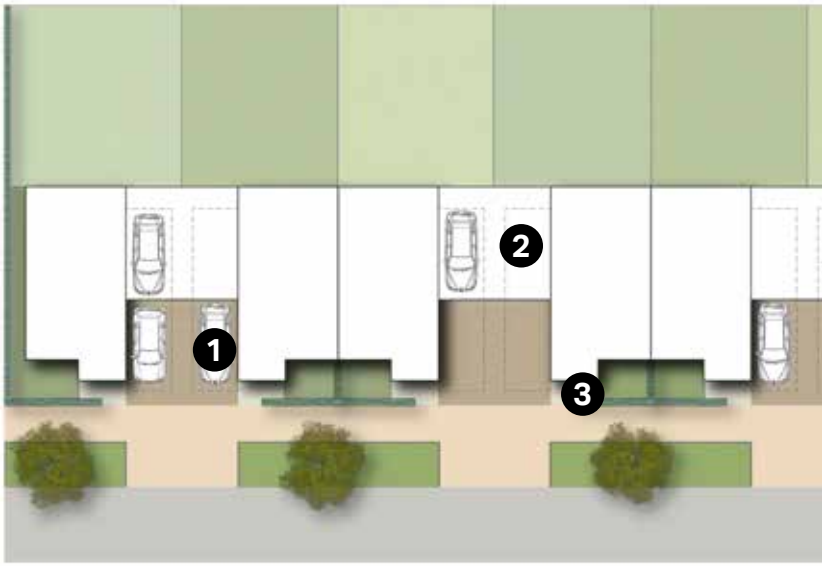


Figure 64: An illustrative diagram showing an indicative layout of on-plot side parking.

On-Plot Garages

- Where provided, garages should be designed either as free standing structures or as additive form to the main building. In both situations, it should reflect the architectural style of the main building, and visually be an integral part of it rather than a mismatched unit.
- Often, garages can be used as a design element to create a link between buildings, ensuring continuity of the building line. However, it should be considered that garages are not prominent elements and they should be designed accordingly.
- It should be noted that many garages are not used for storing vehicles, and so may not be the best use of space. Garages should be large enough for a modern car to fit into them and if smaller should not count as a parking space. Suggested minimum size for a single garage 3m wide x 6.1m long with a door width of 2.7m.
- Considerations should be given to the integration of bicycle parking and/or waste storage into garages.

Figure 65: On-plot garage on Windsor Court, Diss.



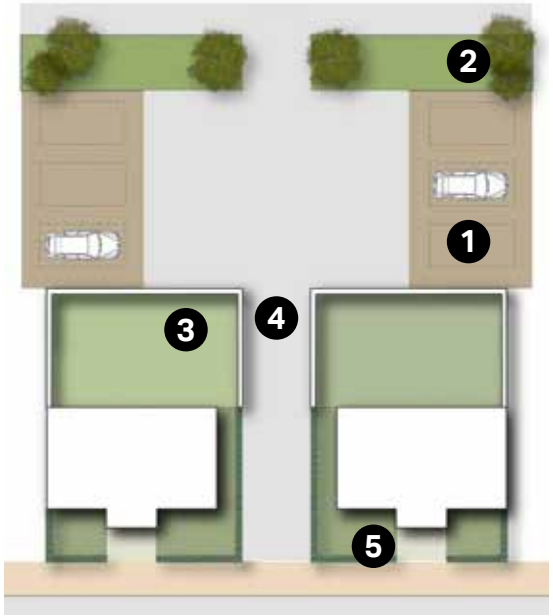
1. **Side parking set back from the main building line. Permeable pavement to be used whenever possible.**
2. **Garage structure set back from main building line. Height to be no higher than the main roofline.**
3. **Boundary hedges to screen vehicles and parking spaces.**

Figure 66: An illustrative diagram showing an indicative layout of on-plot side parking.

Rear Parking Courtyards

- This parking arrangement can be appropriate for a wide range of land uses. It is especially suitable for apartments and townhouses fronting busier roads where it is impossible to provide direct access to individual parking spaces.
- All parking courts should benefit from natural surveillance.
- Parking courts should be an integral part of the public realm, hence it is important that high quality design and materials, both for hard and soft landscaping elements, are used.
- Parking bays must be arranged into clusters with widths of 4 spaces maximum and interspersed with trees and soft landscaping to provide shade, visual interest, and to reduce impervious surface areas.

Figure 67: Rear parking courtyard benefiting from natural surveillance on Market Hill, Diss.



1. **Rear courtyard parking with soft landscaping. Parking bays to be arranged in clusters of maximum 4 spaces maximum. Permeable pavement to be used whenever possible.**
2. **Trees and/or soft landscaping to prevent car dominance and add shading.**
3. **Rear of residential properties - balance to be sought between natural surveillance and privacy.**
4. **Pedestrian link to main residential frontage.**
5. **Boundary hedges to screen vehicles and parking spaces.**

Figure 68: An illustrative diagram showing an indicative layout of on-plot front parking.

On-street Parking

- On-street parking can be arranged either perpendicular or parallel to the carriageway where safety allows this.
- On-street parking should be designed to avoid impeding the flow of pedestrians, cyclists, and other vehicles, and can serve a useful informal traffic calming function.
- Parking bays can be inset between kerb build outs or street trees. Kerb build outs between parking bays can shorten pedestrian crossing distances and can host street furniture or green infrastructure. They must be sufficiently wide to shelter the entire parking bay in order to avoid impeding traffic.
- On low-traffic residential streets or lanes that are shared between vehicles and pedestrians, parking bays can be marked by paving material changes instead of markings. This provides drivers with indications of where to park, so that parked vehicles do not impede motor vehicle or foot traffic.
- Opportunities should be created for new public car parking spaces to include electric vehicle charging points. Such provision should be located conveniently throughout the town and villages and designed to minimise street clutter.

Figure 69: Parking bays arranged between street trees in Dorchester.

Figure 71: Inset parking with electric vehicle charging points.

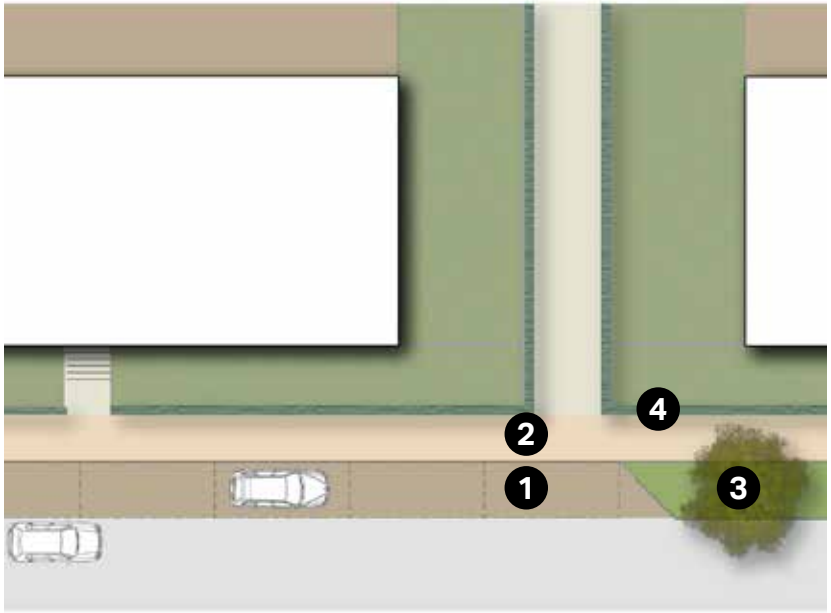


Figure 70: Illustrative diagram showing an indicative layout of on-street inset parking.

1. **On-street parking bay inset between kerb extensions.**
2. **Footway - additional green verge if street width permits.**
3. **Planted kerb extensions - width to be sufficient to fully shelter parking bay. Trees are optional but would be positive additions.**
4. **Boundary hedges.**

DG12. Design and place signage, street furniture and utilities to complement the street scene

Street furniture includes street signs, posts, luminaries, light columns, seating, post boxes, bins, cycle racks, bollards as well as items designed to house utilities. For the purpose of this guide we will include here manholes, meter casings and other parts of utilities used to house or cover said utilities. Some of these elements are governed by specific standards and their aesthetics or format cannot be changed. However, if the possibility for customisation is an option, the following guidelines should be followed:

- Consider the location of street furniture and routes of utilities from the early stages of the design process;
- Analyse how all the elements will be seen and perceived when placed and viewed at once;
- Aim to make them pleasant;
- Provide seating places in convenient and gathering spaces;
- Boxes containing utilities and meters should be concealed by using or housing them with similar materials as those used in the public realm;
- If due to size or technical reasons, these cannot be concealed, celebrate them with a bold design that celebrates the place;
- Make street furniture and signage contribute to the street scene;
- If appropriate create a palette of street furniture and signage that is complementary and is likely to stand the test of time.

Figure 72: Example of the current state of public realm on Market Hill, Diss.

Figure 73: An example of good public realm in Norwich combining seating, and lighting (Source: Google Maps).

Figure 74: A well- designed sign providing information about Diss grabs attention of people.

DG13. Design and place shopfronts, signs and advertising to complete the street scene

The design of each shop front should consider its effect on the rest of the street. The proposed proportions, materials and details should reinstate or maintain the original design between each building. Shop fronts should respect the original proportions, materials and details of the existing building as a whole. Original design details should be retained and restored where necessary to maintain the quality of architecture. New shopfronts in existing buildings must respect the proportions, scale, vertical or horizontal emphasis, materials, and type and amount of decoration on the original building

Shop signage along main roads should be unified through the use of well-proportioned and well-designed fascia. The style and font used for lettering within the fascia may be individual however this must not conflict with other shopfronts or building elements.

Signs, lighting and security measures must be integrated within the design of the shopfronts. A competent designer, high quality materials and craftsmen must be used.

Materials should be selected to complement the character of the building, keeping the number and type of materials to a minimum. Selected materials must be durable, high quality and easy to maintain. Proposed palettes of materials for walls, windows, doors and signs should ensure their quality and appropriateness.

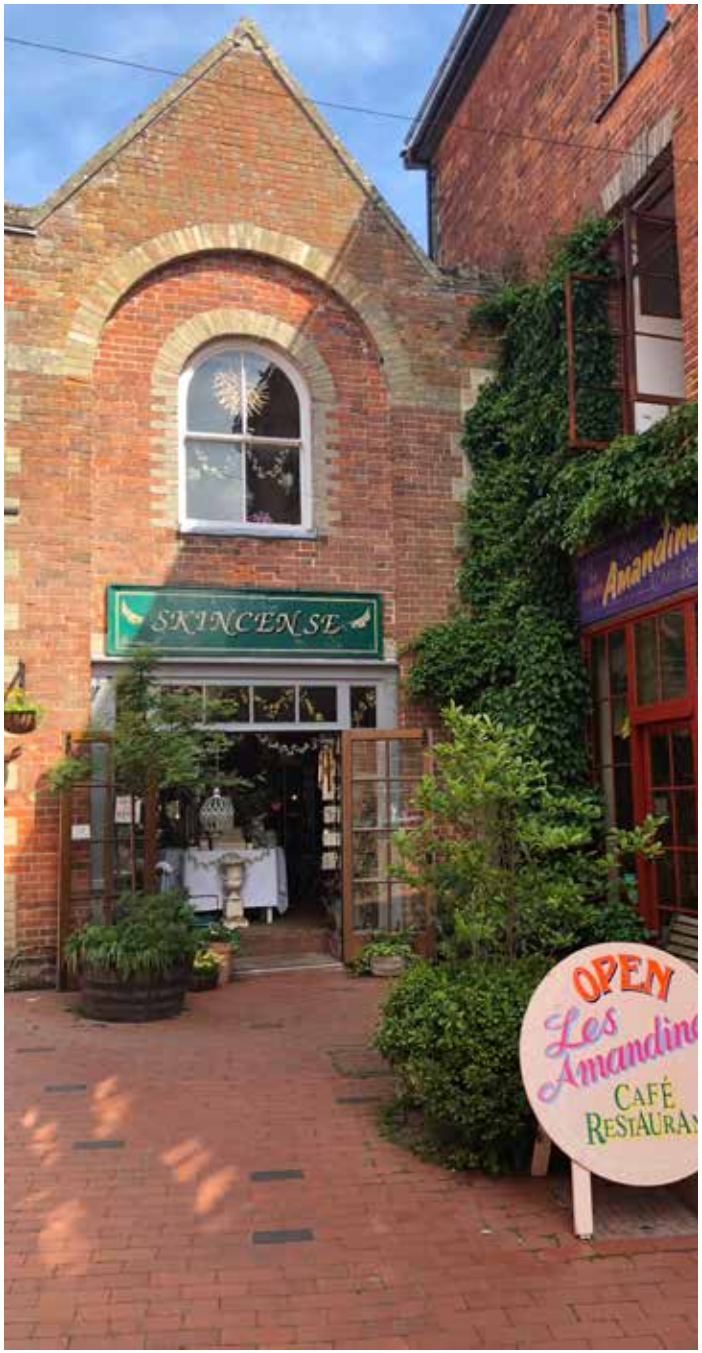


Figure 75: Examples of desirable shopfront designs, scale and character.

Figure 76: Examples of shopfront designs in Diss.

DG14. Use of trees and landscaping to reinforce placemaking aims

Trees and planting are important. They provide shading and cooling, absorb carbon dioxide, act as habitats and green chains for species, reduce air pollution and assist water attenuation and humidity regulation. For people, they help alleviate stress and anxiety, help with ill health recovery, and create a sense of mental health and well-being. The following guidelines focus on the design aspects and appearance of trees in private gardens as well as public open spaces and streets.

General

- Consider trees and planting from the outset;
- Aim to preserve large trees;
- Pick the right tree species and mix and match to encourage diversity, as well as to ensure longevity;
- Consider the maintenance regime as well as the different conditions of leaf and canopy throughout the seasons;
- Consider using trees and planting to define spaces.

Trees near buildings

- Ensure trees and planting have sufficient space. Buildings should be laid out in such a way that there is sufficient room for appropriate buffer zones to trees and opportunity to mature and grow to their full size and maximise the potential for canopy growth;
- Make trees, hedges and planting contribute to the street scene;
- Consider trees and planting as focal points and place making elements.

Figure 77: When siting and planting new trees make sure the future size and canopy of the tree is considered in relation to buildings and adequate distance between them

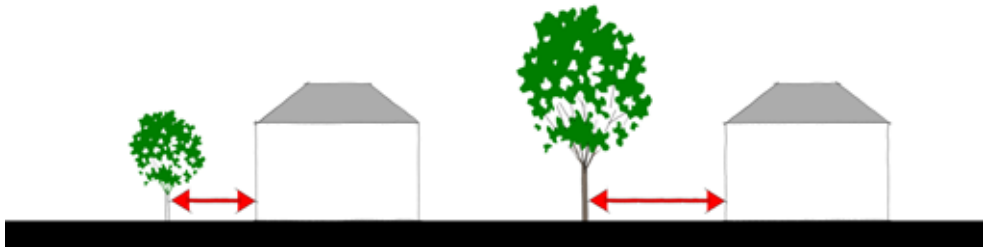


Figure 78: Make sure existing trees are provided with a root protection buffer, compliant with current standards

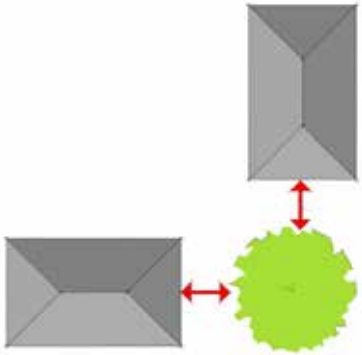


Figure 79: Top and bottom, examples of large trees to be preserved in Diss.

Figure 80: Diagram showing a typical neighbourhood junction with trees and their relationship with properties, parking spaces as well as tree-pit and verge sizes (dimensions shown given in metres). These dimensions are considered best practice but not all locations will have ideal conditions, thus a discussion with the Local Authority and highways team should be carried out to find the best balance to ensure the street function and the longevity of trees.
AECOM

Trees on streets

Aside from their environmental benefits, trees on streets contribute to the character and pleasant feel of the neighbourhood. The following are general guidelines to observe when placing trees as part of the street scene. These are aspirational guidelines and each site should be considered in detail to find the best solution for the location of trees and dimensioning of tree pits / verges.

- Aim to preserve large size trees and consider using these as landmarks where appropriate;
- Consider canopy size when locating trees; reducing the overall number of trees but increasing the size of trees is likely to have the greatest positive long term impact;
- 'Size of tree pit should allow sufficient soil around the tree. Ensure tree stems are in the centre of the verge to provide a 1m clearance of the footway or carriageway;
- Allow for vehicular circulation sight lines;
- Create a tree palette according to the place, each tree's needs as well as the maintenance regime;
- Aim to mix and match the species to ensure resilience and avoid cross contamination should disease break out on one type.

DG15. Create a context based architectural language

Introduction

This section illustrates the built form among different parishes talking about the character of each area such as the local pattern of streets and spaces, building traditions, materials and the natural environment which should all determine the character and identity of a development.

The objective is to provide a point of reference for design standards in each parish. Diss is the largest town in the South Norfolk area[1] and in this section the architectural style and the layout of street for central and suburban parts of the area are illustrated, following describing the same features for other six parishes.

The character of the various parishes is illustrated within the pictures in the following pages, following which additional details are provided.

Figure 81: Diss is the largest town in South Norfolk.

Figure 82: The character of Tudor Avenue in Roydon.

Figure 83: Burston character area.

1. South Norfolk Place-Making Guide SPD, 2012, by South Norfolk Council.

Figure 84: A streetscene typifying the character of Scole.

Figure 85: Narrow road with green verges on both side in Stuston.

Figure 86: Two-storey detached and semi-detached houses along Lion Road, Palgrave.

Figure 87: Meandering road with thick hedgerows along Rectory Road, Brome.

DISS

Existing character

Market Place, the Church, Market Hill, St Nicholas Street and a network of alleys, passages and yards comprise the original core of the town, described as the Diss Heritage Triangle[1].

The width of streets and building alignment vary in different places and accommodate significant changes in level which create viewpoints both within the streets and over the town.

The majority of buildings are two storeys, with some key buildings at three storeys. Also a great range of different typologies, styles and forms can be seen in the centre. The material features are predominantly clay tiled roof, brick or rendered walls and chimneys.

Figure 88: Location map showing Diss parish in the Neighbourhood Plan Area.

Buildings are tightly clustered, shaping the narrow roads, which have footpaths either on one or both sides. The town centre has a fine grain (i.e. small plots), connecting streets such as Denmark Street and Mount Street.

Figure 89: Local examples showing the character of town centre in Diss.

1. https://www.south-norfolk.gov.uk/sites/default/files/Diss_Character%20Appraisal%202012_small_0.pdf

Features to consider in new development

Building form, proportions, roofscape, and overall appearance should be considerate toward the local character of the town, and any new addition should contribute to this character. Nevertheless, responding to character of the place should not result in pastiche replicas, instead the emphasis should be placed on contemporary interpretation of traditional building forms to suit current needs.

The majority of elements which are used in buildings within the town centre include clay tiles, gabled roof, white, yellow, green, pink render, red, grey, brown brick, sash window.

Street layouts are mostly meandering with footpaths separating them from the building boundary. The buildings are well set back from the road with landscaping enhancing the view.

Figure 91: Street layout on Market Hill.

Figure 90: Buildings on Market Hill.

Figure 92: Buildings on Market Place.

DISS

Suburban character

Diss is a former Cittaslow town and still follows the related principles to planning include protecting the natural environment, developing people-friendly infrastructure and enhancing the quality of urban fabric. It is important that Cittaslow principles are incorporated where possible and where compatible with other policies[1]. The main aim of Cittaslow principles are protecting the natural environment, developing people friendly infrastructure, and enhancing the quality of urban fabric.

The streets in suburban areas are mostly meandering with narrow footpaths on either side. New development should be designed for a wider footpath of about 2 metres. However, there are some private lanes that do not have footpaths. There are many cul-de-sacs that branch off from the main roads.

Building are mostly one to two storeys and are lower density in comparison to the town centre. Building frontages are set back from the roads to create enough space for front gardens. The building boundaries are more pronounced in suburban areas, although some building boundaries are along wide green verges like Sycamore Way and some accompanied with hedges such as Heywood Road.

Generally, the building features include yellow/red bricks, red/brown tiled roofs, PVC casement window, iron railing, and decorative porches. It is important to note that PVC windows are not appropriate on all buildings.

Figure 93: Hedgerows and green verges along the front gardens on Heywood Road, with views to tall trees in the countryside beyond.

Figure 95: Two- storey buildings along meandering street on Windsor Court.

Figure 94: Detached red brick house on Prince William Way.

Figure 96: Green verges with shrubs and trees soften the suburban area on Sycamore Way.

1. South Norfolk Place-Making Guide SPD, 2012, by South Norfolk Council.

Features to consider in new development

Pitched roof with clay pantile elements is predominant and thus should influence the design solution. In addition, using red brick and yellow/ pink render are recommended.

Street layouts are mostly suburban and meandering sometimes with footpaths separating them from the building boundary. Garden boundary hedges are a common feature within the suburban area.

Figure 97: Building located on Spencer Crescent.

Figure 98: Street layout on Sycamore Way.

ROYDON

Existing character

Roydon has a village hall, a primary school and the round-towered church of St Remigius, all of which are shown in the images in this page. The majority of buildings are one to two storeys including detached, semi-detached and bungalows.

The A1066 High Road is the main route through the southern part of the village. Most of the residential properties are built on the northern side of the High Road. Apart from the High Road the streets are meandering with some cul-de-sacs branching off and are surrounded by open countryside.

The buildings along the High Road are bounded by a mixture of short hedgerows, wooden fences, short red brick walls and tall grey brick walls.

The parking type in this area is mostly on-plot parking and on-plot garages. On-street parking can be seen along some streets.

The High Road has a footpath on both sides for most of its length, and the tertiary streets have a footpath on both sides like Copeman Road and Crick's Walk.

The materials palette mostly consists of red bricks, rendered walls, weatherboarding and thatched, clay-tiled or slate roofs.

Figure 99: Map showing the location of Roydon parish in the Neighbourhood Plan Area.

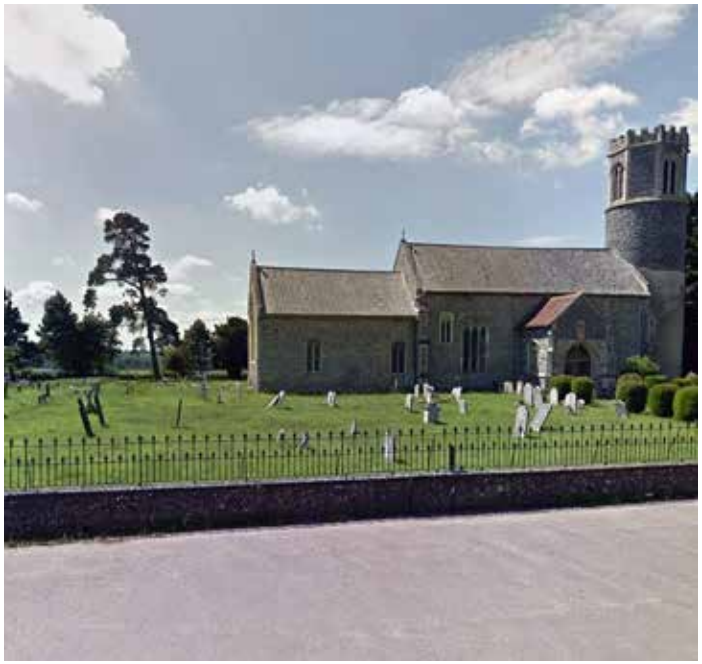


Figure 101: St Remigius Church on High Road.

Figure 100: Roydon Village Hall on 1066.

Figure 102: Roydon Primary school on Manor Road.

Features to consider in new development

The building elements in Roydon include thatched roofs, clay tiled pitched roofs, porches, white and cream rendered walls and large verges along the roads. The streets are mostly meandering with footways often on one side.

The village atmosphere is mostly rural and the building boundary pronounced in this village.

Figure 103: A cottage on Snow Street, Roydon.

Figure 104: Boundary treatment and street layout on Brewers Green Lane.

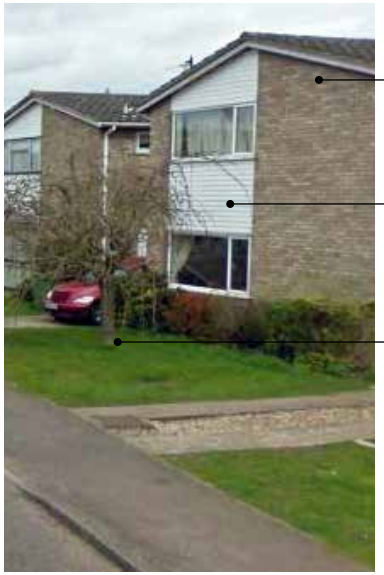


Figure 105: A family house on Tudor Avenue, Roydon.

BURSTON AND SHIMPLING

Existing character

The villages of Burston and Shimpling are located 5 miles to the north of Diss, in the Waveney Valley.

Burston is formed around a linear and meandering street along Diss Road, Crown Green and Station Road with a small number of one and half or two-storey residential buildings. The building typologies are mostly detached along the main road, whereas some semi-detached houses can be seen. The buildings along tertiary streets such as Audley Close are mostly bungalows.

The front gardens are relatively large along Crown Green and the building treatment includes hedgerows, fences and short red brick walls. However, the front gardens on some streets like Rectory Road are by far bigger than the main street and a wide green verge separates the road from the building curtilage.

The majority of the dwellings have slate or tiled roofs, red/ yellow brick or rendered walls and UPVC windows.

Figure 106: Two-storey semi-detached house On Crown Green, Burston.

Figure 108: Map showing the location of Burston and Shimpling parish in the Neighbourhood Plan Area.

Figure 107: Primary School on Crown Green.

Figure 109: Building detail on Hall Lane, Shimpling.

Features to consider in new development

Common materials are red brick and clay roof tiles in differing colours, which have a positive visual impact. Most houses have pitched roofs, some with dormers, and casement windows.

Roads are wide with occasional green verges along the road as can be seen in figure 109. The building frontages are set back from roads to create enough space for front gardens, green verges and shrubs.

Figure 110: Red-brick dwelling with a clay tile roof on Mill Road, Burston.

Figure 111: Boundary treatment on Station Road, Burston.

Figure 112: A family house on Hall Lane, Shimpling.

SCOLE

Existing character

Scole is the largest parish in South Norfolk. Its character is dominated by the landscape of the Waveney Valley with the A143, which provides extensive views to the north and south.

Key characteristics of the area are the concentration of built form at historic crossroads dominated by the Scole Inn (Figure 113), the importance of St Andrew's Church on raised platform, trees and open space/ recreation areas to the south and modern expansion and development to east and south[1]. The historic grain generally follows a linear form along the former two main roads that pass through village, with the concentration of buildings at their crossroads.

Low Road is a narrow country lane which retains its rural character, while Norwich Road is fairly straight and falls from north to south adding interest which is supplemented by the trees at the south end. Buildings and walls are tight onto the edge of the footpath which add significant interest to the road when coupled with the curve in the road providing different perspective.

The school marks the entrance to the area at its north end and it is built with slate and decorative brickwork. Brick and render are the most common material with a pleasant variety of brickwork. The tree planting at Flowerdew Meadow illustrates the positive impact.

Figure 113: Primary School on Norwich Road.

Figure 114: 14th-century St Andrew's Church on Norwich Road.

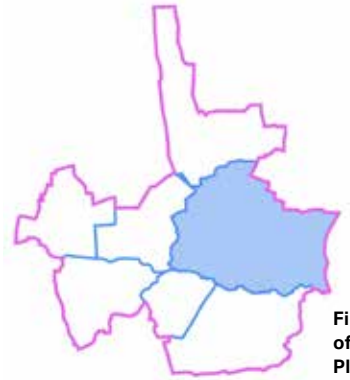


Figure 115: Map showing the location of Scole parish in the Neighbourhood Plan Area.

Figure 116: Village stores and the Scole Inn on The Street.

1. Scole Conservation Area Character Appraisal, 2017, by South Norfolk Council

Features to consider in new development

In future development it is important to use the mixture of material such as stone, render, red brick, with finishing details for building walls, brown slate roof, and chimney stack which is a striking feature of many the many buildings.

Most of the boundary walls are in low red brick wall and sometimes hedges. The church is in flint with a good flint wall to the roadside boundary.

Most road surfaces are tarmacadam, with access roads and courtyards in compacted sand and gravel.

Figure 117: Architectural detail of a two-storey building on Diss Road

Figure 118: Details of street layout on Bungay Road

Figure 119: Architectural detail on a property on Bridge Road, Scole.

STUSTON

Existing character

Stuston is a small village and a civil parish in mid- Suffolk. Stuston shows a form of ribbon development along the main street with closed streets stemming from it. The main street has a meandering nature without footpaths in either side. These features should be sought for future development whilst also maintaining connectivity with the quieter streets.

Stuston's character area has relatively low density, with many hedges along the Old Bury Road, which was the main road through the village until it was bypassed by the A143 to the north. Its tranquillity is enhanced by the large grassed areas that are a feature of the village.

Decorative bargeboards are a feature on some dormers. Characteristic materials used in the village are red brick, render, slate and pantiles. Gabled roofs and chimney stacks are common features.

Figure 120: Stuston Place, the farmhouse associated with Place Farm.

Figure 121: Location map showing Stuston parish in the Neighbourhood Plan Area.

Figure 122: A pair of semi-detached cottages with hedgerows along Old Bury Road.

Figure 123: The visual tranquillity created by areas of common on Old Bury Road.

Features to consider in new development

Local features include pink rendered walls, steep pitched roofs, decorative bargeboards on the dormers and bound gravel drives.

The main street in Stuston is defined by large green verges on both sides of the road and extensive hedges on one side with no footpath. However, in some places an informal footpath can be seen along the road.

Figure 124: Architectural detail of a rendered building with on-plot garages on Talbots Meadow.

Figure 125: Old Bury Road is a narrow main road with no footpath in neither side.

Figure 126: Architectural detail on old Bury, Stuston.

PALGRAVE

Existing character

Palgrave village is located about a mile south of Diss in the extreme north of Mid Suffolk. It has a conservation area[1] centred on The Green, with its wide, grassy expanse, village pond and many magnificent, protected Plane trees. Squeezed between The Green and St Peter's churchyard to the south is the small Victorian primary school.

The streets in Palgrave show a mixed pattern of permeability and a number of cul-de-sacs on tertiary roads connect with them. The street scene is made up of a mixture of scales and architectural styles. Together, however, there is a sense of rhythm, harmony and balance, which should be maintained in any future development.

Lion Road, becoming Rose Lane to the east, is the main thoroughfare through the village. It is crossed by the more minor, north-south Priory Road at the western end of the churchyard.

Traditional building materials used throughout the village include red and white brick, timber framing, flint and stone (particularly in the church and its prominent perimeter wall), black weatherboarding, render and pantiles.

Figure 127: Palgrave CEVC Primary School on The Green.

Figure 128: The Parish Church of St Peter on Lion Road.

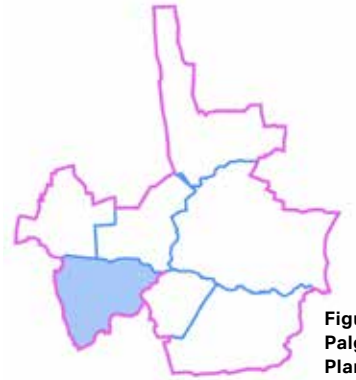


Figure 129: Map showing the location of Palgrave parish in the Neighbourhood Plan Area.

Figure 130: A well-kept play ground near the Community Centre on Upper Rose Lane.

1. Palgrave Conversational Area Appraisal, 2006, by Mid Suffolk District Council.

Features to consider in new development

Streets often feature tall hedges and a large number of mature trees. Lion Road, which is the main street, is relatively narrow with a footpath on both sides. The building boundary treatment include the thick hedges.

A first glance would seem to indicate an abundance of rendered and brick buildings either painted or left natural as soft 'Suffolk Reds'. This local red brick features, principally on some cottages dating from Victorian times and on the School at the south end of the Green.

There are also the example of 'Suffolk White' brick, notably on the large unlisted house called Sunnyside' at the north end of the Green.

The prevalent roofing materials are mostly black glazed pantile, slate and modern concrete pantile.

Figure 131: The grade II* listed building on Lion Road opposite the church.

Figure 132: Street character on Lion Road.

Figure 133: Architectural deatil of Palgrave CEVC Primary School on The Green.

Figure 134: Architectural detail of Sunnyside property, Palgrave.

BROME AND OAKLEY

Existing character

The civil parish of Brome and Oakley is situated in the Mid Suffolk District and located immediately south of the River Waveney.

The two villages have separate settlement clusters just over a mile apart by road, with scattered houses in between. Brome has the challenges of being close to the industrial development of Eye Airfield, of which a large part is within the parish boundary, and the A140 running through the western part of the village. Oakley has the designated lorry route of the B1118 passing through its centre. Between the two settlements, there are green open fields.

Both villages are linear with some cul-de-sacs branching off. Building frontages are set back from the roads to create sufficient space for front gardens, green verges and shrubs. There are no footpaths on either side of Rectory Road in Brome, while in Oakley, footpaths can be seen on one side in Lower Oakley.

The boundary treatment of properties in Oakley is mostly hedges, wooden fences and low, red brick walls. There is some bay parking along Lower Oakley. Parts of Brome, on the other hand, are more enclosed, with tall trees and thick hedges creating a rural atmosphere.

The materials palette in both villages includes red brick, white render, thatch, pantiles and peg tiles. Architectural features include pitched roofs, timber framing, dormer windows, white or brown wood or PVC windows and chimney stacks. It is important to note that PVC windows are not appropriate on all buildings.

Figure 135: Numbers 1 and 2 The Street, Brome.

Figure 136: St Mary's Church on Rectory Road.

Figure 137: Map showing the location of Brome and Oakley parish in the Neighbourhood Plan Area.

Figure 138: Houses in Lower Oakley.

Features to consider in new development

Building features include decorative window frame, clay tiled steep pitched roof, rendered wall and chimney stack which is built with red brick.

Streets are meandering often with a footpath on one side. The property boundaries are defined by green verges sometimes with low brick walls especially next to St Mary's Church on Rectory Road.

Figure 139: A detached residential house on Rectory Road.

Figure 140: Street layout details along Rectory Road.

DG16. Make relevant to local materials and Building details

The materials and architectural detailing used throughout the seven parishes contribute to the rural character of the area and the local vernacular. It is therefore important that the materials used in proposed developments are of a high quality and reinforce local distinctiveness. Any future development proposals should demonstrate that the palette of materials has been selected based on an understanding of the surrounding built environment.

This section includes examples of building materials that contribute to the local vernacular within the Neighbourhood Plan boundary which could be used to inform future development. This list is not exhaustive and each design proposal should explain its material strategy and how it fits within the context of the village and the area.

ROOF

Decorative bargeboard gable

Gabled dormer

WALLS/ FENESTRATION

Flint facade decorated with stone

Sash window

GROUND

Paving concrete

Asphalt

Chimney stack

Shed dormer

Thatched roof

Black glazed pantile roof

Gabled porch

Red brick

Green render with Dutch gable

Timber framing

Yellow paving concrete

Gravel

Paving detail

Herringbone brick paving

DG17. Guide the potential inclusion of employment and industrial units

The guidelines below aim to guide the potential inclusion of employment and light industrial units in the industrial areas. These typologies tend to be highly visible and thus will require to be treated with sensitivity towards the more traditional pattern of the seven parishes.

Building layout and groupings

- Road networks should be laid out in a way to facilitate the circulation within the industrial area;
- Proposals for new industrial developments should avoid the creation of access conflicts with surrounding residential areas;
- Building layout should optimise the use of land according to the proposed land use, whilst ensuring the other design guidelines contained within this document are not compromised;
- Building height and mass should not create abrupt changes in proximity to existing residential areas, but should be integrated within the surrounding context.

Views and connections with the countryside

- Landscape within the area should be designed as an integral part of the industrial development to ensure the environmental quality of the area;
- Landscape buffer zones should be provided between the residential and the industrial area to soften the visual impact of the new developments;
- View from each parish towards the open countryside should not be obstructed by new industrial buildings;
- Landscape screening and building orientation should be used to minimise the visual impact of new development over the surrounding settlement and countryside;
- The general design of the development should maintain and enhance view corridors from and to the site and potential focal points and gateway functions.

Figure 141: A modern industrial unit at Buckingway Business Park (Source: https://www.bsm.uk.com/news/buckingway-unit-to-let/).

Figure 142: Large scale industrial park designed to disappear into landscape. Magna Park, Milton Keynes (Source: https://www.theguardian.com/artanddesign/2018/apr/15/shed-the-size-of-town-what-britains-giant-distribution-centres-tell-us-about-modern-life)

Building architecture and appearance

- New buildings should provide facade solutions which are visually attractive from the street and engaging and respectful of the streetscape;
- The design of new buildings in the industrial area should be consistent in scale with nearby industrial buildings;
- New developments should be attractively designed and use high quality contemporary building forms and materials;
- Buildings adjacent to open space areas and residential land uses should use a transitional scale and appearance to interface the adjoining environs;
- Parking lots should not dominate the area and should be screened by vegetation and mature trees and where possible located to the rear of buildings;

Boundary treatment

Buildings should be well set back from main roads to provide opportunity for landscape planting to improve the visual quality of the streetscape;

- Boundary treatment for new developments should be designed to frame the building and improve the overall streetscape;
- Plot boundaries should be screened with native vegetation or other landscape design solutions.

Materials

- A common material palette should be adopted and used throughout the area to provide a unified and identifiable image of the industrial area;
- Light and/or neutral colours should be used on industrial buildings to help reduce their perceived size into the surrounding landscape (Figure 135).

Figure 143: Modern industrial warehouse, Northampton Road (Source: https://www.hadlands.co.uk/commercial-property-industrial-warehousing-modern-industrialwarehouse-unit)

Figure 144: Norwich Research Park. (Source: Google Maps).

DG18. Aim to include environmental and energy efficient solutions

More and more technologies dealing with energy efficiency, waste and services should be incorporated into buildings. In some cases these are retrofits to older properties. This section deals with the principles of what is known as "green building", and their effect on the appearance of buildings.

Rainwater harvesting

This refers to the systems allowing the capture and storage of rainwater as well as those enabling the reuse in-situ of grey water i.e. all waste water except that from toilets. These systems involve pipes and storage devices that could be unsightly if added without an integral vision for design. Some design recommendations would be to:

- Conceal tanks by cladding them in materials complementary to the main building;
- Use of contrasting but attractive materials or finishing for pipes;
- Combine landscape/planters with water capture systems;
- Consider using underground tanks;
- Utilise water bodies for storage, which in turn could be an attractive feature (e.g. pond).

Figure 145: Example images showing different solutions for rain water harvesting that are well integrated with the building.

Solar roof panels

The aesthetics of solar panels over a rooftop can be a matter of concern for many homeowners. Some hesitate to incorporate them because they believe these diminish the home aesthetics in a context where looks are often a matter of pride among the owners. This is especially acute in the case of historic buildings and conservation areas, where there has been a lot of objection for setting up solar panels on visible roof areas. Thus some solutions are suggested as follows

On new builds:

- Design this feature from the start, forming part of the design concept. Some attractive options are: solar shingles and photovoltaic slates;
- Use the solar panels as a material in their own right;

On retrofits:

- Analyse the proportions of the building and roof surface in order to identify the best location and sizing of panels;
- Aim to conceal wiring and other necessary installations;
- Consider introducing other tile or slate colours to create a composition with the solar panel materials;
- Conversely, aim to introduce contrast and boldness with proportion. For example, there has been increased interest in black panels due to their more attractive appearance. Black solar panels with black mounting systems and frames can be an appealing alternative to blue panels.

Figure 146: Example images showing different approaches to solar panels; all aiming to make a positive appearance by blending, contrasting or making a main feature.

Green roofs and walls

Green roofs[1] and green walls[2] are generally acceptable. Whether they are partially or completely covered with vegetation, their design should follow some design principles such as:

- Where applicable plan and design this feature from the start;
- Develop a green roof that is easy to reach and maintain like climbing plants which are a good example of this;
- Ensure the design, materials and proportions complement the surrounding landscape;
- Helps to integrate the building with the countryside;
- Design comprehensively with other eco-solutions such as water harvesting and pavements;
- Use them to improve a dull urban element such as a blank wall .

Figure 147: Example image showing how to use green wall.

Figure 148: Local example of green wall, 2 Mallard Court, Diss.

1. A roof covered with vegetation, designed for its aesthetic value and to optimise energy conservation (www.dictionary.com).
2. A structure covered in plants that can be attached to the wall of a building (https://www.oxfordlearnersdictionaries.com).

Waste storage

With modern requirements for waste separation and recycling, the number and size of household bins has increased. This poses a problem with the aesthetics of the property. Thus we recommend the following:

- When dealing with waste storage, servicing arrangements and site conditions should be taken into account: in some cases waste management should be from front of building and in some other from the rear. It is recommended that bins are located away from areas used as amenity space.
- Waste bins could be stored at the rear of the properties if they are easily accessible, access does not harm security and safety and rear gardens are not affected.
- Create a specific enclosure of sufficient size for all the necessary bins;
- Place it within easy access from the street and, where, possible, able to open on the pavement side to ease retrieval;
- Refer to the materials palette to analyse what would be a complementary material;
- Use it as part of the property boundary;
- Add to the environmentally sustainable design by incorporating a green roof element to it;
- It could be combined with cycle storage.

Figure 149: Example images showing the creation and use of waste storage using timber and planting to create an effect of order and to contain multiple bins and containers

Figure 150: Example images showing ways to address post and delivery storage

Cycle storage

- Create a specific enclosure of sufficient size for bikes. The size will depend on the size of dwelling, but as a general rule it should be at least one space per bedroom;
- If not built as part of an enclosure, make sure there are racks or hoops to secure the bikes;
- Whether covered or open, place the spaces so that retrieval and manoeuvring is easy;
- Refer to the materials palette to analyse which would be a complementary material;
- Use it as part of the property boundary;
- Add to the environmentally sustainable design by incorporating a green roof element to it;
- It could be combined with waste storage.

Figure 151: Example images showing ways to address cycle storage

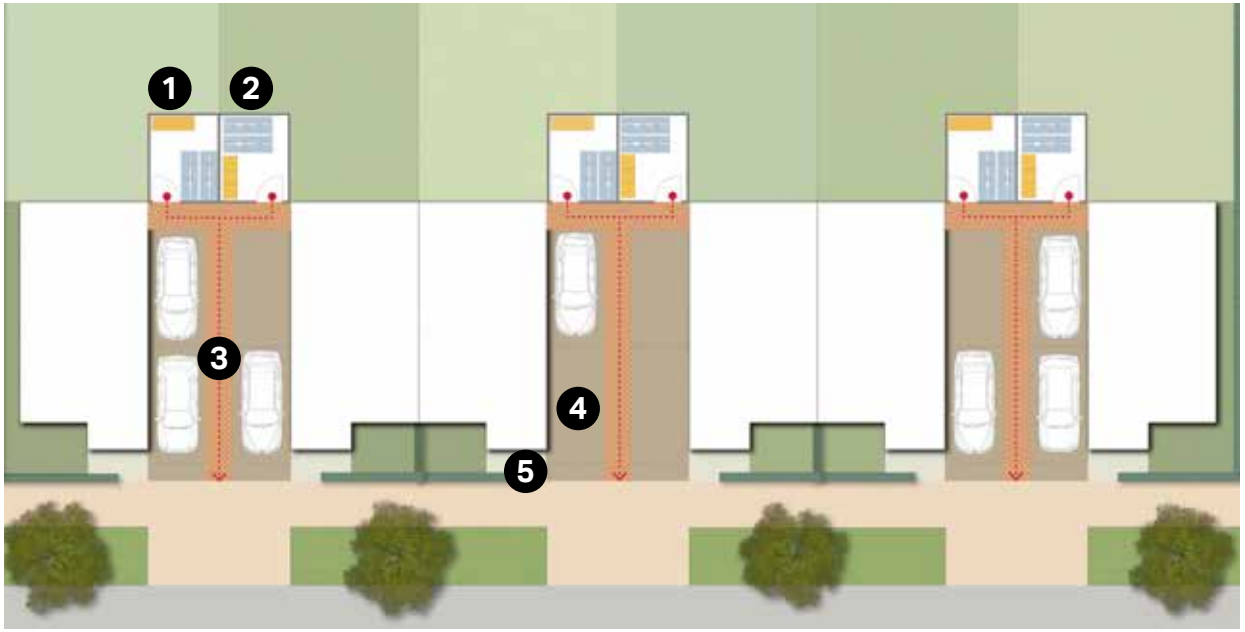


Figure 152: Indicative layout of a bicycle and bin storage areas at the back of semi-detached properties.

1. **Bin storage area.**
2. **Bicycle storage area.**
3. **Path for bins and bicycles to be kept clear.**
4. **Vehicle parking area set back from the main building line.**
5. **Boundary hedges to screen vehicles and parking spaces.**

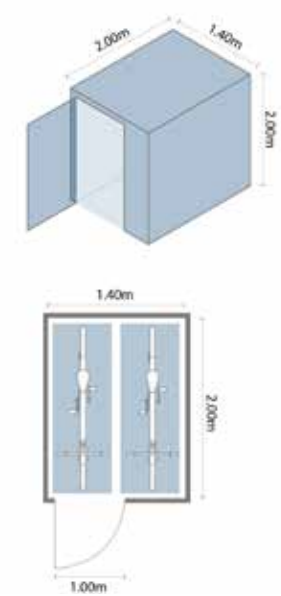


Figure 153: Secure covered cycle store for two cycle storage illustration.

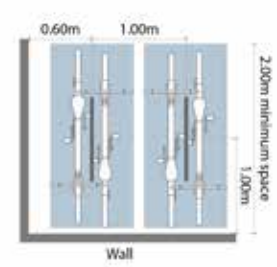


Figure 154: Sheffield cycle stands for visitors and cycle parking illustration.

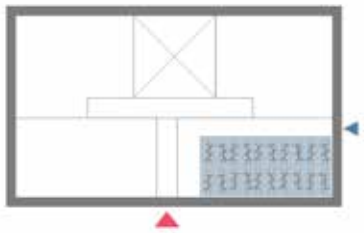


Figure 155: Cycle store in an apartment building illustration.

Figure 156: Indicative layout of a garage with a cycle storage area.

Permeable paving

Permeable pavements reduce flood risk by allowing water to filter through. They should:

- Respect the material palette;
- Help to frame the building;
- Be easy to navigate by people with mobility aids;
- Be in harmony with the landscape treatment of the property; and
- Help define the property boundary.

Figure 157: Example of permeable paving.

Street lighting

Artificial light provides valuable benefits to society, for example extending opportunities for sport and recreation, and can be essential to a new development. Lighting can also make some areas feel more welcoming on a night time for vulnerable users.

Equally, artificial light is not always necessary, has the potential to become what is termed 'light pollution' or 'obtrusive light' and not all modern lighting is suitable in all locations. It can be a source of annoyance to people, harmful to wildlife, undermine enjoyment of the countryside or detract from enjoyment of the night sky.

For maximum benefit, the best use of artificial light is about getting the right light, in the right place and providing light at the right time. Lighting schemes can be costly and difficult to change, so getting the design right and setting appropriate conditions at the design stage is important. The following guidelines aim to ensure there is enough consideration given at the design stage.

- Ensure that lighting schemes will not cause unacceptable levels of light pollution particularly in intrinsically dark areas. These can be areas very close to the countryside or where dark skies are enjoyed;
- Consider lighting schemes that could be turned off when not needed ('part-night lighting') to reduce any potential adverse effects; i.e.. when a business is closed or, in outdoor areas, switching off at quiet times between midnight and 5am or 6am. Planning conditions could potentially be used to enforce this;
- Impact on sensitive wildlife receptors throughout the year, or at particular times (e.g. on migration routes), may be mitigated by the design of the lighting or by turning it off or down at sensitive times;
- Glare should be avoided, particularly for safety reasons. This is the uncomfortable brightness of a light source due to the excessive contrast between bright and dark areas in the field of view. Consequently, the perceived glare depends on the brightness of the background against which it is viewed. It is affected by the quantity and directional attributes of the source. Where appropriate, lighting schemes could include 'dimming' to lower the level of lighting (e.g. during periods of reduced use of an area, when higher lighting levels are not needed);
- The needs of particular individuals or groups should be considered where appropriate (e.g. the safety of pedestrians and cyclists). Schemes designed for those more likely to be older or visually impaired may require higher levels of light and enhanced contrast, together with more control, as the negative effects of glare also increase with age;
- Consider the location of premises where high levels of light may be required for operation or security reasons, such as transfer depots, sports fields, airports and the like.

Figure 158: Example of lighting columns set at heights and positions to provide light to both pedestrian areas and the carriageway. It is recommended that LED lighting is used due to higher energy efficiency and power cost savings.

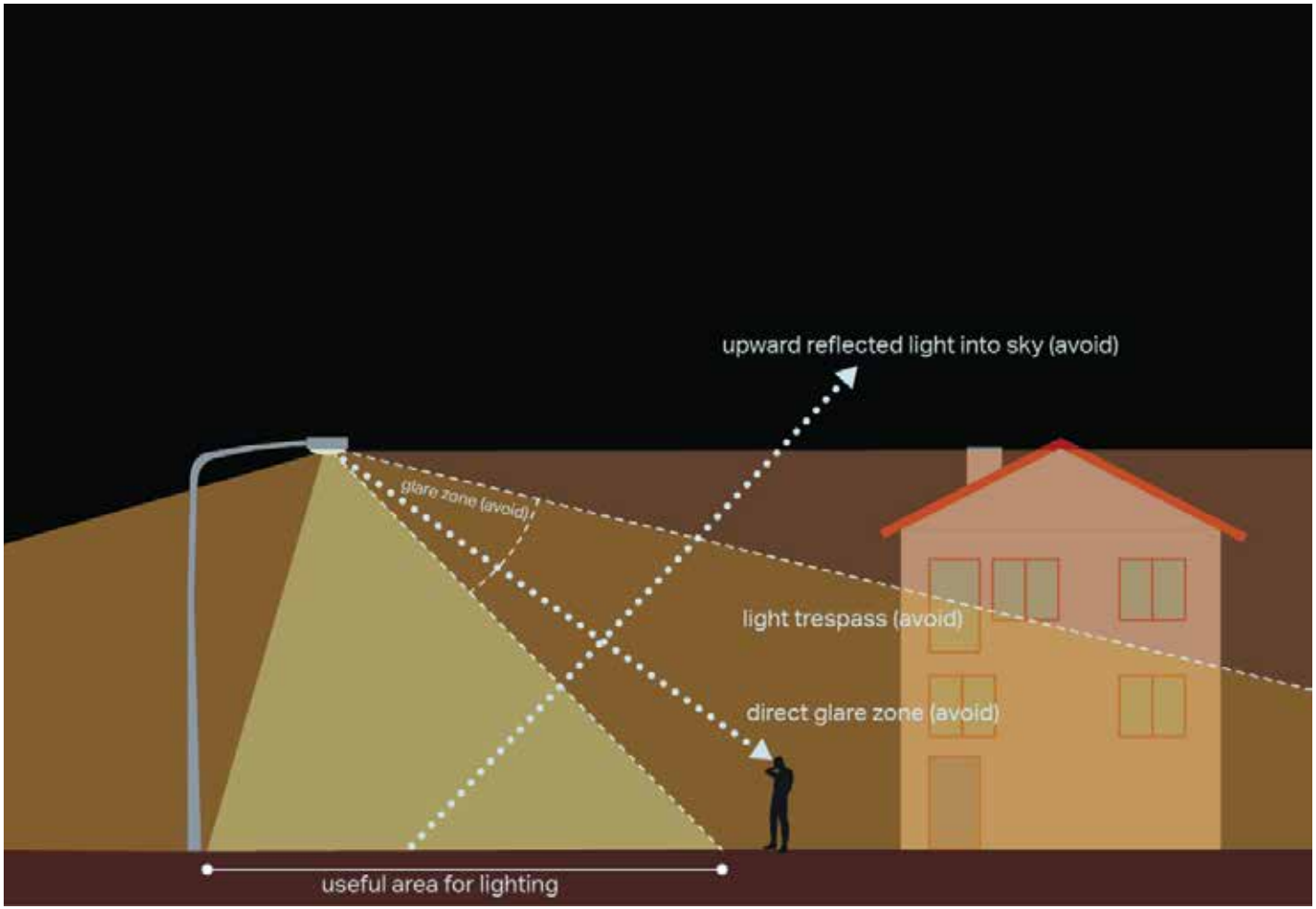


Figure 159: Lighting columns in some places are decorated with the locality's crest, an example of the integration of lighting and other street furniture items into the town's overarching placemaking strategy.

Wildlife friendly environment

- New developments and building extensions should aim to strengthen biodiversity and the natural environment;
- Existing habitats and biodiversity corridors should be protected and enhanced;
- New development proposals should aim for the creation of new habitats and wildlife corridors; e.g. by aligning back and front gardens;
- Gardens and boundary treatments should be designed to allow the movement of wildlife and provide habitat for local species.

Figure 160: Example images showing gardens and landscape areas acting as biodiversity corridors

Figure 161: Existing habitat and biodiversity around Diss Mere.

DG19. Density

There are a number of means by which to measure density. A standard measure is simply the number of units (dwellings) per hectare (dph).

Development sites which are rural in nature should have a density not exceeding 25 dwellings per hectare.

On smaller infill sites new dwellings and conversions may be acceptable provided they do not unduly harm local character. They should be sympathetic to their place in the landscape, important views and adjacent buildings. Siting should be in gaps within an otherwise continuous line of housing or other development.

Overall, the density in the seven parishes is quite variable as illustrated on the next page. The current density in Diss is 34 dwellings per hectare (dph) whilst in Scole it is 30. Palgrave and Roydon are both 15dph and finally Oakley, Brome,Stuston, Burston and Shimpling are all typically less than 10dph.

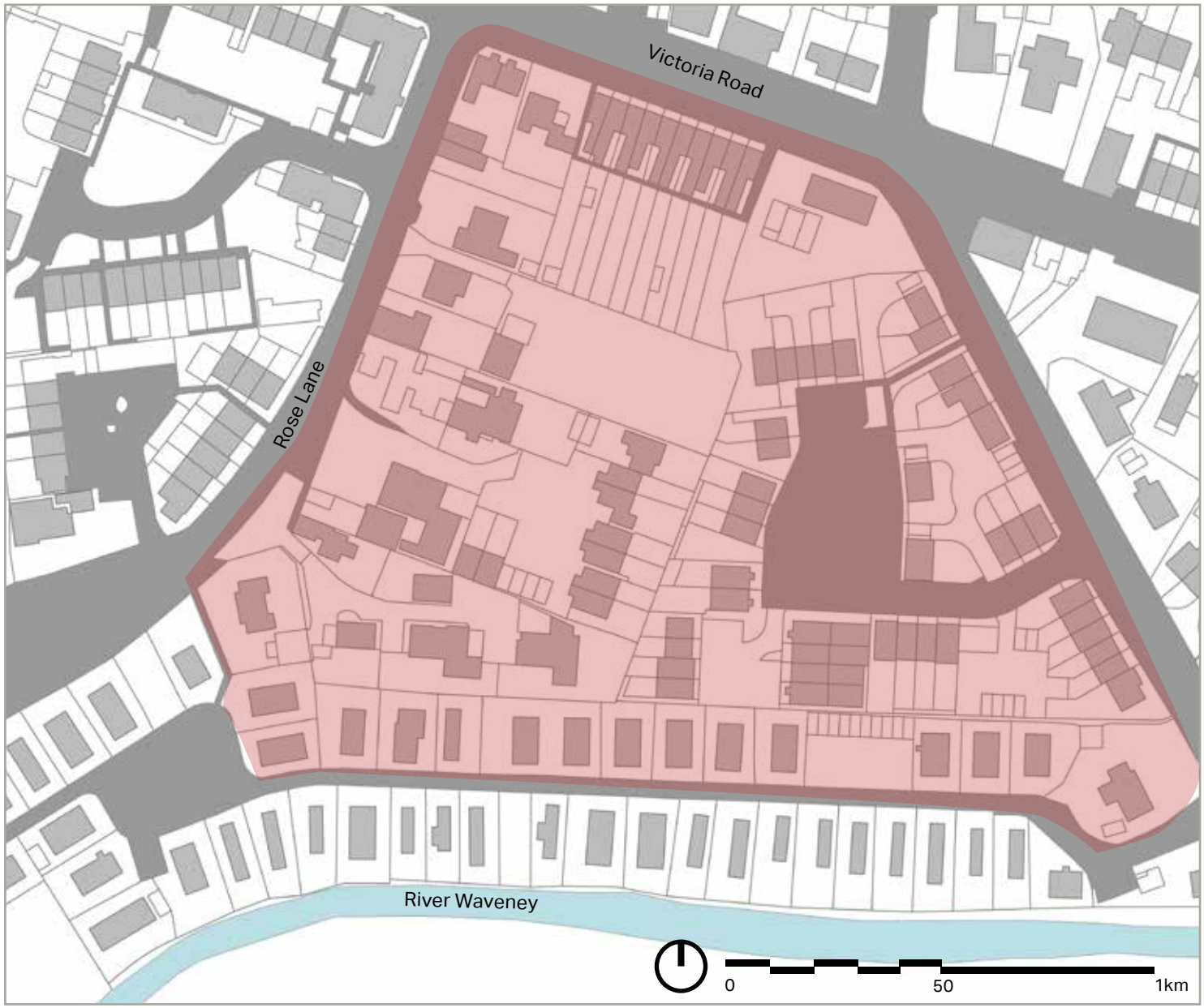


Figure 162: 34 dph density in Diss.

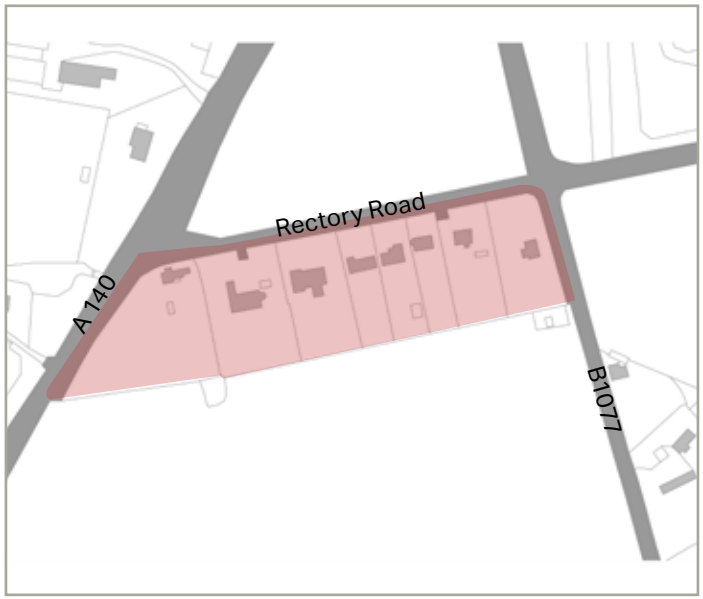


Figure 163: 5 dph density in Brome.

Figure 165: 9 dph density in Oakley.

Figure 166: 15 dph density in Palgrave.

Figure 164: 15 dph density in Roydon.

Figure 167: 30 dph density in Scole.

Figure 168: 8 dph density in Stuston.

General Questions

03

3. General Questions

3.1. General questions to ask and issues to consider when presented with a development proposal

Because the design guidelines in this section cannot cover all design eventualities, this section provides a number of questions based on established good practice against which the design proposal should be evaluated. The aim is to assess all proposals by objectively answering the questions below. Not all the questions will apply to every development. It is up to the Town and Parish Councils to decide the ones that are relevant to each specific case.

As a first step there are a number of ideas or principles that should be present in the proposals. The proposals or design should:

1. Integrate with existing paths, streets, circulation networks and patterns of activity;
2. Reinforce or enhance the established town or village character of streets, greens, and other spaces;
3. Respect the rural character of views and gaps;
4. Harmonise and enhance existing settlement in terms of physical form, architecture and land use;
5. Relate well to local topography and landscape features, including prominent ridge lines and long distance views;
6. Reflect, respect, and reinforce local architecture and historic distinctiveness;
7. Retain and incorporate important existing features into the development;
8. Respect surrounding buildings in terms of scale, height, form and massing;
9. Adopt contextually appropriate materials and details;
10. Provide adequate open space for the development in terms of both quantity and quality;
11. Incorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features;
12. Ensure all components e.g. buildings, landscapes, access routes, parking and open space are well related to each other;
13. Make sufficient provision for sustainable waste management (including facilities for kerbside collection, waste separation, and minimisation where appropriate) without adverse impact on the street scene, the local landscape or the amenities of neighbours; and
14. Positively integrate energy efficient technologies.

Following these ideas and principles, there are number of questions related to the design guidelines outlined below.

Street Grid and Layout

- Does it favour accessibility and connectivity over cul-de-sac models? If not, why?
- Do the new points of access and street layout have regard for all users of the development; in particular pedestrians, cyclists, and those with disabilities?
- What are the essential characteristics of the existing street pattern? Are these reflected in the proposal?
- How will the new design or extension integrate with the existing street arrangement?
- Are the new points of access appropriate in terms of patterns of movement?
- Do the points of access conform to the statutory technical requirements?

Local Green Spaces, Views and Character

- What are the particular characteristics of this area which have been taken into account in the design; i.e. what are the landscape qualities of the area?
- Does the proposal maintain or enhance any identified views or views in general?
- How does the proposal affect the trees on or adjacent to the site?

- Has the proposal been considered in its widest context?
- Has the impact on the landscape quality of the area been taken into account?
- In rural locations, has the impact of the development on the tranquillity of the area been fully considered?
- How does the proposal affect trees on or adjacent to the site?
- How does the proposal affect the character of a rural location?
- How does the proposal impact on existing views which are important to the area and how are these views incorporated in the design?
- Can any new views be created?
- Is there adequate amenity space for the development?
- Does the new development respect and enhance existing amenity space?
- Have opportunities for enhancing existing amenity spaces been explored?
- Will any communal amenity spaces be created? If so, how will this be used by the new owners and how will it be managed?

Gateway and Access Features

- What is the arrival point, how is it designed?
- Does the proposal maintain or enhance the existing gaps between villages?
- Does the proposal affect or change the setting of a listed building or listed landscape?
- Is the landscaping to be hard or soft?

Buildings Layout and Grouping

- What are the typical groupings of buildings?
- How have the existing groupings been reflected in the proposal?
- Are proposed groups of buildings offering variety and texture to the townscape?
- What effect would the proposal have on the Streetscape?
- Does the proposal maintain the character of dwelling clusters stemming from the main road?
- Does the proposal overlook any adjacent properties or gardens? How is this mitigated?

Building Line and Boundary Treatment

- What are the characteristics of the building line?
- How has the building line been respected in the proposals?
- Have the appropriateness of the boundary treatments been considered in the context of the site?

Building Heights and Roofline

- What are the characteristics of the roofline?
- Have the proposals paid careful attention to height, form, massing, and scale?
- If a higher than average building is proposed, what would be the reason for making the development higher?

Household Extensions

- Does the proposed design respect the character of the area and the immediate neighbourhood, or does it have an adverse impact on neighbouring properties in relation to privacy, overbearing, or overshadowing impact?
- Is the roof form of the extension appropriate to the original dwelling (considering angle of pitch)?
- Do the proposed materials match those of the existing dwelling?
- In case of side extension, does it retain important gaps within the street scene and avoid a 'terracing effect'?
- Are there any proposed dormer roof extensions set within the roof slope?
- Does the proposed extension respond to the existing pattern of window and door openings?
- Is the side extension set back from the front of the house?

Building Materials and Surface Treatment

- What is the distinctive material in the area, if any?
- Does the proposed material harmonise with the local material?
- Does the proposal use high quality materials?
- Have the details of the windows, doors, eaves, and roof been addressed in the context of the overall design?
- Do the new proposed materials respect or enhance the existing area or adversely change its character?

Car Parking Solutions

- What parking solutions have been considered?
- Are the car spaces located and arranged in a way that is not dominant or detrimental to the sense of place?
- Has planting been considered to soften the presence of cars?
- Does the proposed car parking compromise the amenity of adjoining properties?

Architectural Details and Contemporary Design

- If the proposal is within a conservation area, how are the characteristics reflected in the design?
- Does the proposal harmonise with the adjacent properties? This means that it follows the height, massing, and general proportions of adjacent buildings and how it takes cues from materials and other physical characteristics.
- Does the proposal maintain or enhance the existing landscape features?
- Has the local architectural character and precedent been demonstrated in the proposals?
- If the proposal is a contemporary design, are the details and materials of a sufficiently high enough quality and does it relate specifically to the architectural characteristics and scale of the site?

Delivery

04

4. Delivery

The design code will be a valuable tool in securing context-driven, high quality developments on the sites in question. They will be used in different ways by different actors in the planning and development process, as summarised in the table below.

4.1. Delivery

The table summarises how different actors will use the design guidelines presented in this report in the development process.

Actors	How They Will Use the Design Guidelines
Applicants, developers, and landowners	As a guide to community and Local Planning Authority expectations on design, allowing a degree of certainty – they will be expected to follow the Code as planning consent is sought.
Local Planning Authority	As a reference point, embedded in policy, against which to assess planning applications. The Design Code should be discussed with applicants during any pre-application discussions.
Town and parish councils	As a guide when commenting on planning applications, ensuring that the Design Code is complied with.
Community organisations	As a tool to promote community-backed development and to inform comments on planning applications.
Statutory consultees	As a reference point when commenting on planning applications.

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