

Suffolk Design

**Tools of proactive planning**

Roger Estop


## Proactive planning

For non-designers, elected members and property interests


Thinking about the place

When urban designers are scarce

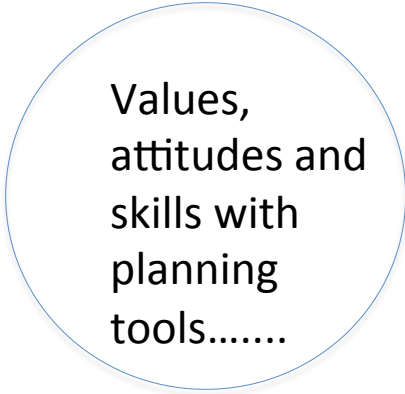
The skill and mindset to use proactive tools effectively



All professional  
planners are  
design managers



Changing the  
culture of  
development  
planning



Values,  
attitudes and  
skills with  
planning  
tools.....

# Attitude, values and approach

Public and private interests are making places together

Holding a sense of the whole town – vision.

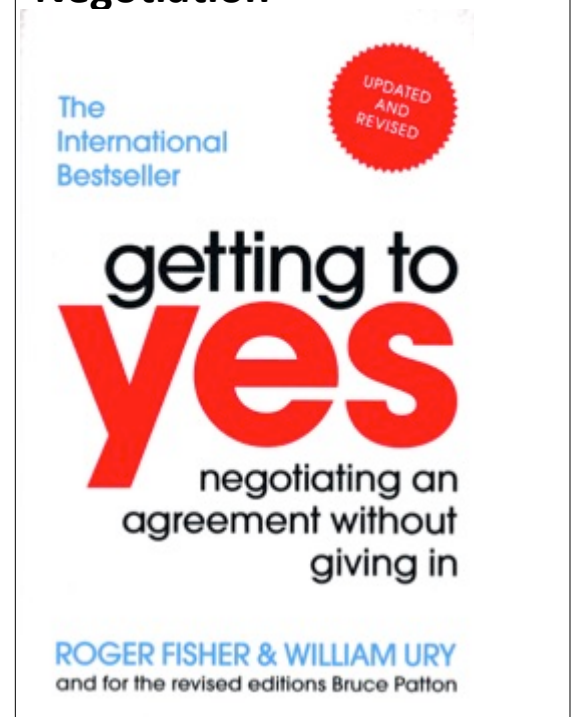
## A manifesto



## Project management



## Negotiation



Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that Local Plans, as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of the area, including those contained in any neighbourhood plans that have been made.

## Place is

locality, names, nicknames

people, activity

buildings

and economy

history, her story

home

flux and adaptation

Planned and anarchic

Here, not there

Us, not them

Next to the next place,

Trades, shares and competes

Part of a bigger place, made of smaller places

## Meet the spirit, not the letter of our responsibility

157

Crucially, Local Plans should:

- plan positively for the development and infrastructure required in the area to meet the objectives, principles and policies of this Framework;
- be drawn up over an appropriate time scale, preferably a 15-year time horizon, take account of longer term requirements, and be kept up to date;
- be based on co-operation with neighbouring authorities, public, voluntary and private sector organisations;
- indicate broad locations for strategic development on a key diagram and land-use designations on a proposals map;
- allocate sites to promote development and flexible use of land, bringing forward new land where necessary, and provide detail on form, scale, access and quantum of development where appropriate;

### Leading spatial strategy and duty to cooperate

Making objectives for the region

What selfless actions will best serve the communities of the future?

### Creating relationships between LPA and prospective developers

Inviting strategic ideas, planning options, not just land allocation proposals.

A shared mantra

Developers forums

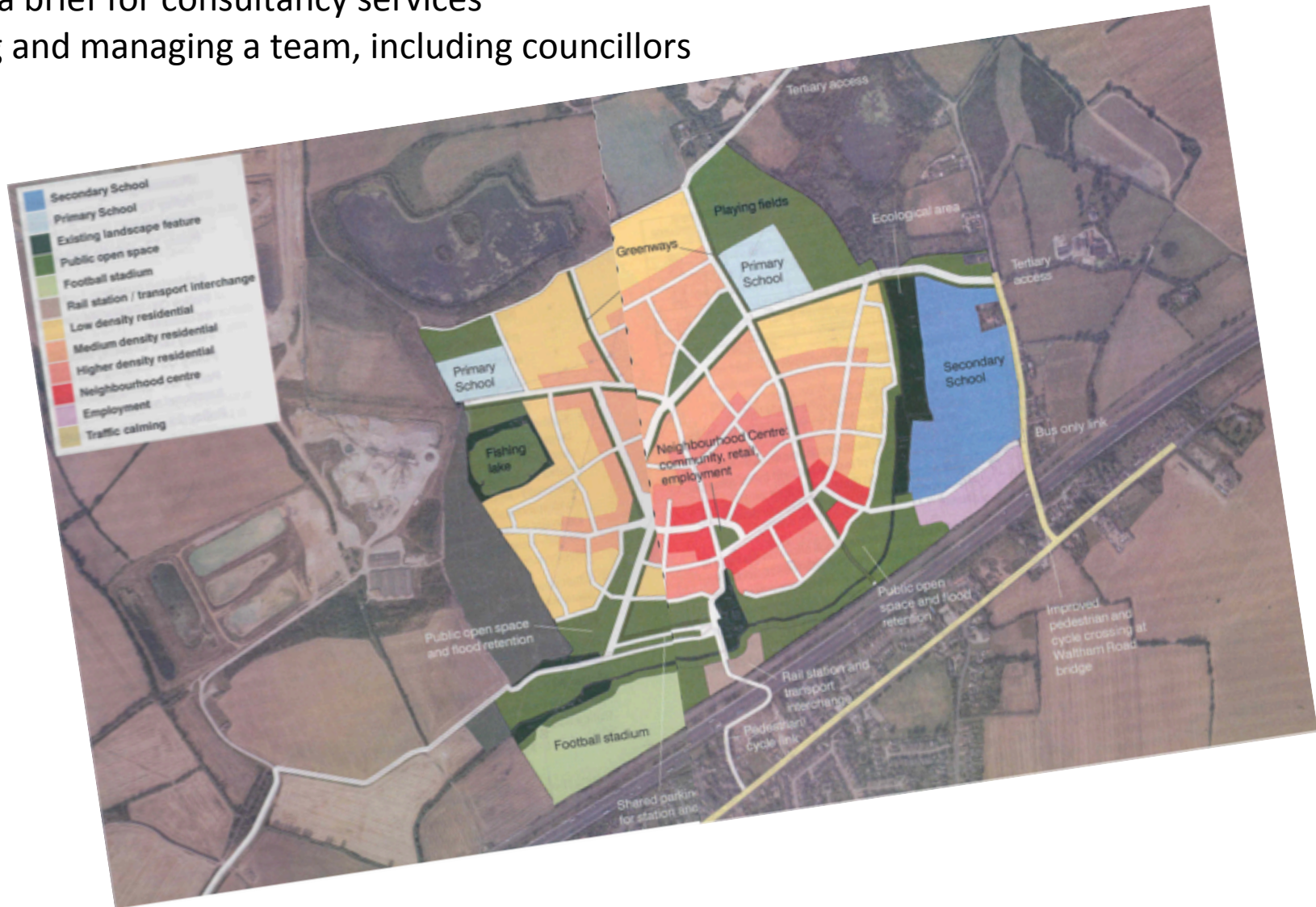
Open door

## Be a good client for buying-in spatial planning skills

Setting objectives for spatial planning and placemaking

Writing a brief for consultancy services

Creating and managing a team, including councillors



# The planning tools listed in Government guidance

Guidance

## Design

Print 

### Design

The importance of good design

What planning objectives can good design help achieve?

What is a well designed place?

How should buildings and the spaces between them be considered?

Which planning processes and tools can we use to help achieve good design?

Are there design issues that relate to particular types of development?

## Which planning processes and tools can we use to help achieve good design?

Paragraph: 029 Reference ID: 26-029-20140306

### In development plans:

The promotion of good design should be sought at all stages in the planning process. At the development plan stage this will be carried out through:

- careful plan and policy formulation
- the use of proper consultative and participatory techniques
- where appropriate the preparation of masterplans, briefs and site specific policies

### In planning applications:

In the evolution of planning applications and proposals there are established ways in which good design can be achieved. These include:

- pre-application discussions
- design and access statements
- design review
- design codes
- decisions on applications
- the use and implementation of planning conditions and agreements

 Revision date: 06 03 2014

## Masterplans for large areas

- Masterplanning is iterative, it goes round and round, testing, modifying, adding.
- The LPA can lead on high-level masterplanning based on the spatial strategy.

The importance of good design

What planning objectives can good design help achieve?

What is a well designed place?

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Are there design issues that relate to particular types of development?

Paragraph: 032 Reference ID: 26-032-20140306

### Good masterplans and briefs

Masterplans can set out the strategy for a new development including its general layout and scale and other aspects that may need consideration. The process of developing masterplans will include testing out options and considering the most important parameters for an area such as the mix of uses, requirement for open space or transport infrastructure, the amount and scale of buildings, and the quality of buildings.

Masterplans can show these issues in an indicative layout and massing plan where the shape and position of buildings, streets and parks is set out. Masterplans can sometimes be submitted for outline planning permission or they can be adopted as local policy requirements.

Care should be taken to ensure that masterplans are viable and well understood by all involved. In particular graphical impressions of what the development will look like should not mislead the public by showing details not yet decided upon as certainties.

Masterplans, briefs and site policies can stay in place for a long time. They need to be flexible enough to adapt to changing circumstances.

[Revision date: 06 03 2014](#)



## **Good masterplans**

### **The LPA's role**

Require production of a masterplan to meet spatial strategy and place objectives

Influence its scope and content

Scrutinise and challenge options

Enhance its status through formal Council approval

Build into its framework of policy and controls

### **Elements of a masterplan**

Statement of commitment of stakeholders

Key plan of whole area with routes, blocks and spaces

Diagrams for each layer of the structure

Explanation of site planning objectives and principles

Mechanisms for implementation and modification

Programme

## **Leading the master planning for major sites** (Dhruv's level 1)

Beaulieu, North Chelmsford

### **LPA and strategic developer work together**

Coordinating transport, education, infrastructure

Mediating objections – Historic England, Newhall School

Based on core policy - positive direction, and means for LPA control

### **LPA sets the site planning principles in the site allocation**

Landscape, locations, linkages, life

Although Countryside had a masterplan for 20 years, the LPA set out its own framework of access, circulation, open space, schools, local centre and conservation, in an Area Action Plan.

### **Fixing the masterplan parameters in the outline planning permission**

The masterplan principles translated to six parameter plans, a s106 agreement and conditions

### **Project managing the programme of subsequent masterplanning**

negotiating layouts, reserved matters approvals

# Examples of site allocations giving spatial principles

## Part 3 Site Allocations and Notations

**3.174 Site Allocation 19 - Writtle - Land surrounding Telephone Exchange, Ongar Road (Map 34)**

3.175 Vehicular access to the site could be gained from both Ongar Road and The Green although access from Ongar Road is narrow in parts and will require careful design. Layout should not preclude opportunities to develop at a later stage on adjoining land to the east and west, with potential for a new access from The Green to the side of The Rose & Crown PH. Development will need to retain the protected trees on the site and also be sensitive to the surrounding listed buildings and conservation area.

Figure 19 Writtle - Land surrounding Telephone Exchange, Ongar Road



3.176 For key, please see Figure 1

### Site no. 14 County Cricket Ground, New Writtle Street

#### Objectives

- Sports-led change – retain the major sports venue in the heart of the town centre, and radically upgrade the cricket ground alongside new enabling development facing the river and park to support the scheme

#### Commentary

The cricket ground is a major asset for the town centre and will expand its spectator facilities to secure its future as a first class and international venue. Land is limited and enabling development is necessary.

#### Leading land use

Sports ground, spectator facilities

Commercial uses linked to sporting events

#### Supporting uses

Sports academy and other sport support uses

Residential (estimated capacity 100 dwellings)

Business

Eating and drinking

#### Supplementary guidance

Planning brief adopted December 2004

#### Urban design

- This opportunity site comprises developed land within flood zone 3. New development would have to maintain an appropriate standard of flood defence, taking account of the proposed town-wide flood risk reduction scheme.
- Pedestrian linkage via concourse next to river and bridge to park and bus/rail station
- Vehicle access improvements to New Writtle Street
- Car parking to support cricket use with public parking provision
- Separate private access to any commercial or residential development
- Buildings fronting the River Can but leaving generous green edge
- Layout and buildings to manage flood risk
- Scale to relate to parkside setting
- Mutually beneficial relationship between cricket ground and former lab site



## LPA challenging developers to be visionary and seek excellence

### Getting the landowner and strategic developer to be more engaged in placemaking

Channels, North Chelmsford

The landowner and strategic developer hit the allocation jackpot, but took a land-based, contract-based, jobsworth approach.

The LPA challenged them to use their powerful influence on achieving wonderful places.

This pressure led them to commission their own vision document and 'regulatory plan' by John Thomson Partners.

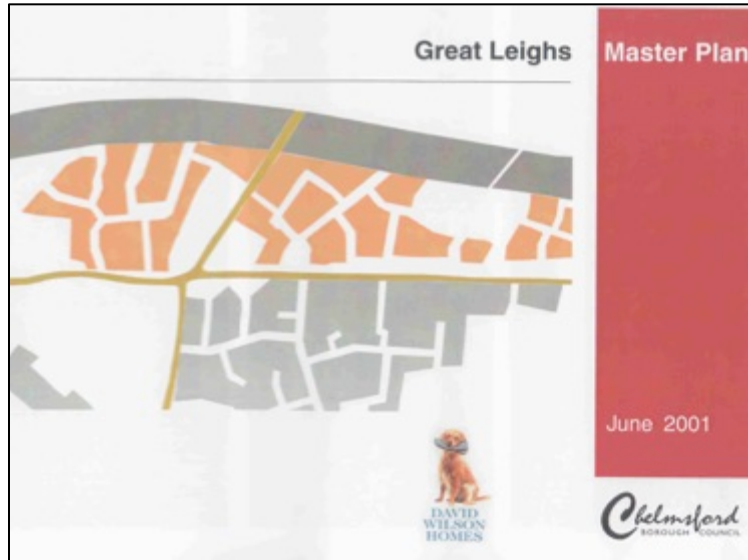
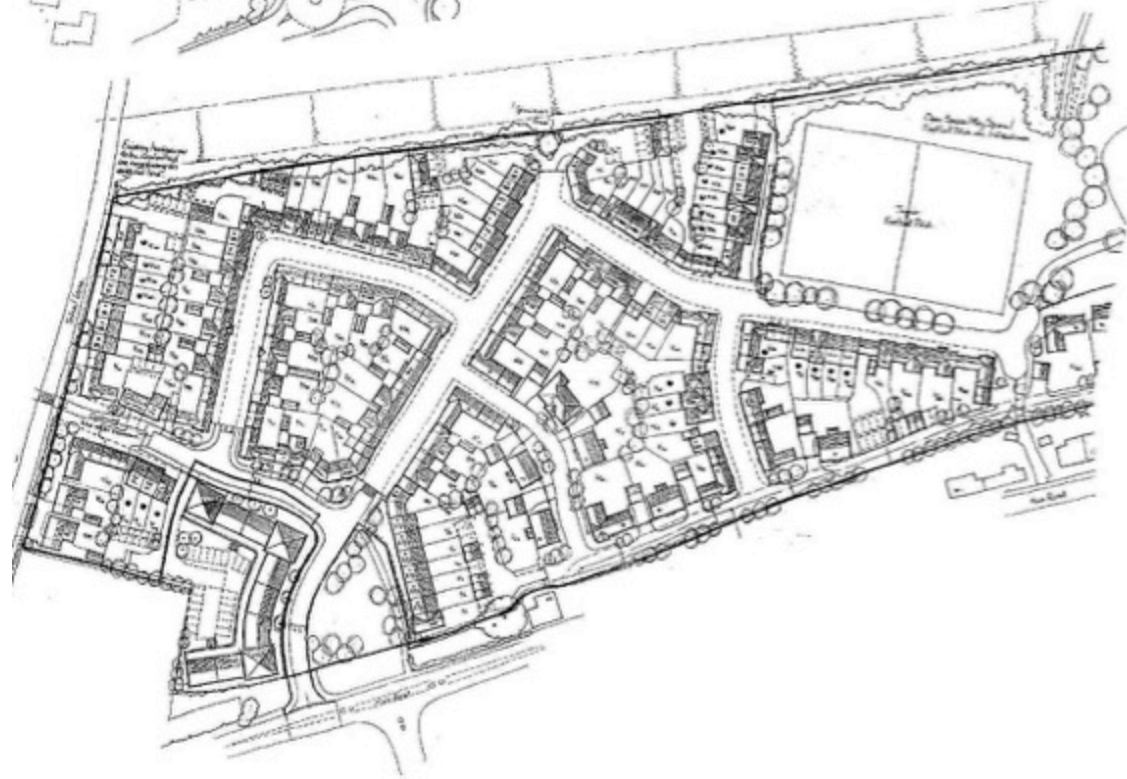
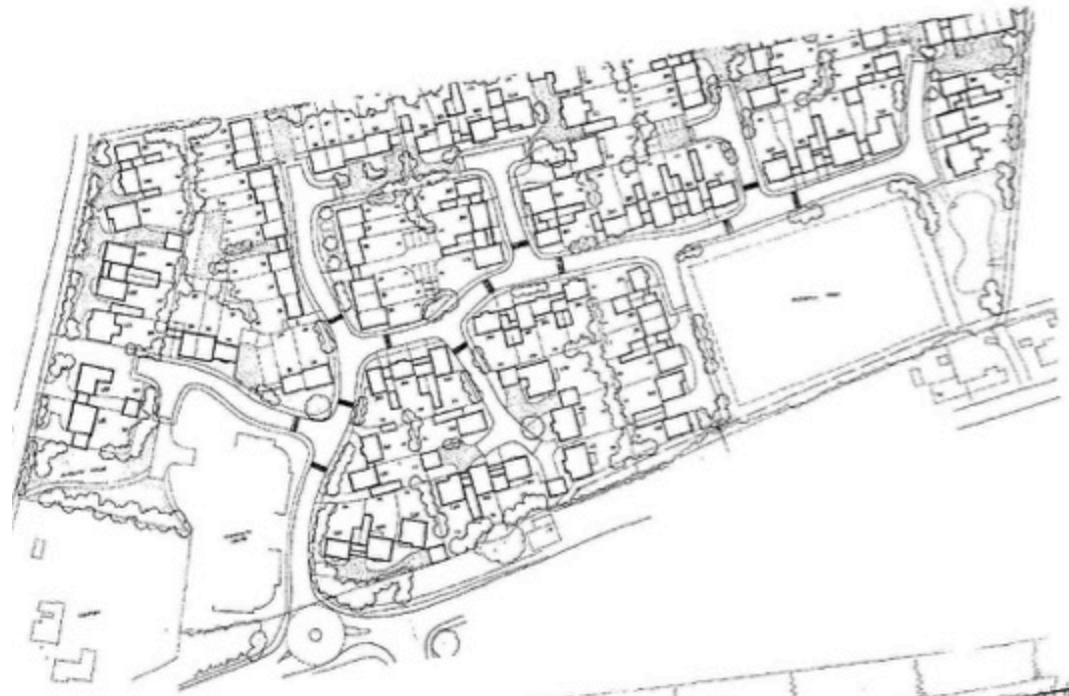
### Taking over the masterplan

Great Leighs, Braintree

David Wilson Homes first efforts at a master plan rang alarm bells – culs-de-sac, awkward links, no sense of built structure.....



The LPA produced analysis and masterplan principles, in a jointly adopted document, which was followed exactly across three phases, except for the non-res uses (Phase 2 before and after the masterplan shown).



## **Set up a dynamic working relationship through a Planning Performance Agreement**

A living statement of understanding between LPA and developer.

Key to a collaborative, constructive approach

An element of the development management philosophy devised by ATLAS.

Write in plain, friendly English rather than as a legal contract

Encapsulate shared objectives, each other's own objectives, each other's expectations, time requirements.

Each makes undertakings to meet the other's interests

How working relationships will be conducted.

Include whatever will help - for example to have design reviews, the scope of design coding, team contact details, how to engage community interests.

Can include an agreement for the developer to pay for staff costs.

One-text basis for understanding interests and negotiating

## Make design codes usable and effective to make good places (and your lives easier)

Coding is detailed, practical specifications, for designers working on different phases.

It helps to realise the principles of a masterplan.

It might cover building and space configuration needed for the intended character.

Detailed specifications ensure continuous and consistent public realm compliant with the highway authority's upkeep regime.

Car parking and garages are a good thing to code. SUDS needs coding.

Coding should make sense and be easy to use. Coding should not inhibit good architecture.

The LPA leads the requirement for a design code, but the strategic developer owns and creates the content and builds it into land parcel sales.

The scope of a design code should be based on what is actually needed and what will be understandable to all developer design teams.

Agreeing not to have a code but instead:

- Principles, plans and specifications in the masterplan
- A guidance document already published
- creative planning conditions and informatives
- One code only – eg building lines.
- A blank piece of paper to be added to as strategic developer and LPA see need

## Challenge developer set-in-stone practices

**Challenge standard dwelling types, ask for new types**

for example

- to turn corners,
- to accommodate bins,
- to join together,
- To avoid deep plan.

**Change the designers**





## Challenge highway authority practices

### Designing the public realm for pedestrian convenience and safety and managing parking

For example

- Shared surfaces
- No public / private demarcation
- Softened turning heads
- No white lines
- Conservation kerb
- Integration with drainage
- Joined up footpaths
- On-street parking



## **Challenge out-of-centre, non-res, car-oriented development**

The focus on homes and neighbourhood creation makes us neglect commercial development.

All shopping, car dealerships, self-storage, drive-throughs, roadside development escapes critique.

Use the same methods of interrogation of vision and place to challenge the developer's assumptions of what is necessary and desirable.

## **Planning briefs – the most flexible and versatile planning tool**

Identifying areas or sites where something might happen.  
Allows the LPA to anticipate and influence

Site specific

Responsive to circumstances, can be done quickly

Proactive

Enabling

Agile, flexible, customised

Combines formal policy and informal advice

Translates policies to places

In the public interest

## **The benefits of a brief for both LPA and developer**

- Bridges policy and planning application
- Provides certainty on principles
- Increases confidence on the LPA's position
- Improves the planning permission process

## **The different objectives a planning brief can address**

- Site assembly
- Unlocking land / overcoming impediments
- Steering layout
- Changing the use
- Raising the intensity of use
- Diversifying, requiring a particular use-mix
- Indicating capacity
- Regulation / setting limits
- Conserving character and heritage
- Keeping and adapting useful buildings
- Improving public realm
- Getting a public facility

# Different kinds of brief to suit different circumstances

## Chelmer Waterside

Status:  
Supplementary Planning  
Guidance

Town Planning Services  
April 2002

## Strategy



## Development Framework

## East of High Street Chelmsford

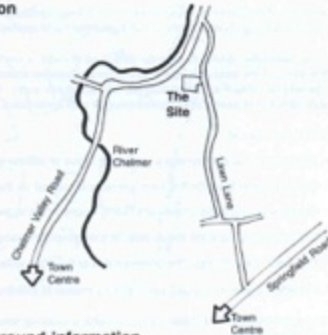


## Concept Statement

The Council's preferred approach to development based on site characteristics, local context, and urban design principles

## Land west of Lawn Lane, Chelmsford

### 1 Location



### 2 Background information

Land ownership:

Existing land use:  
Meadow

Current Development interest:

Without prejudice to the determination of planning applications. This statement provides informal officer guidance but reflects an

## Great Leighs

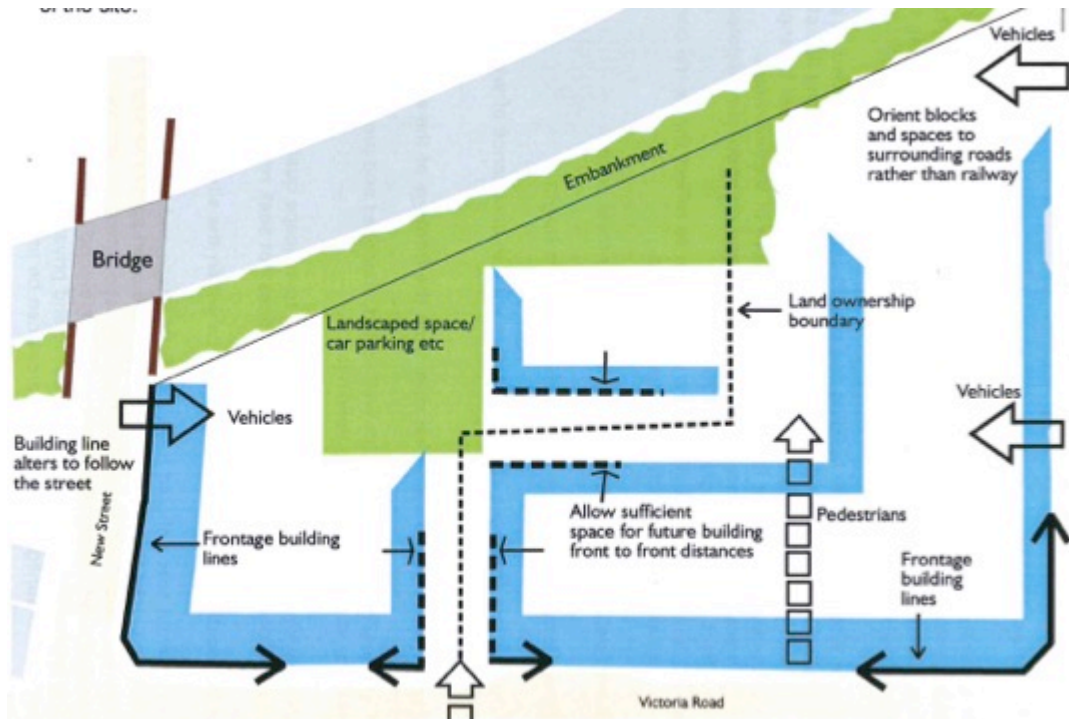
## Master Plan



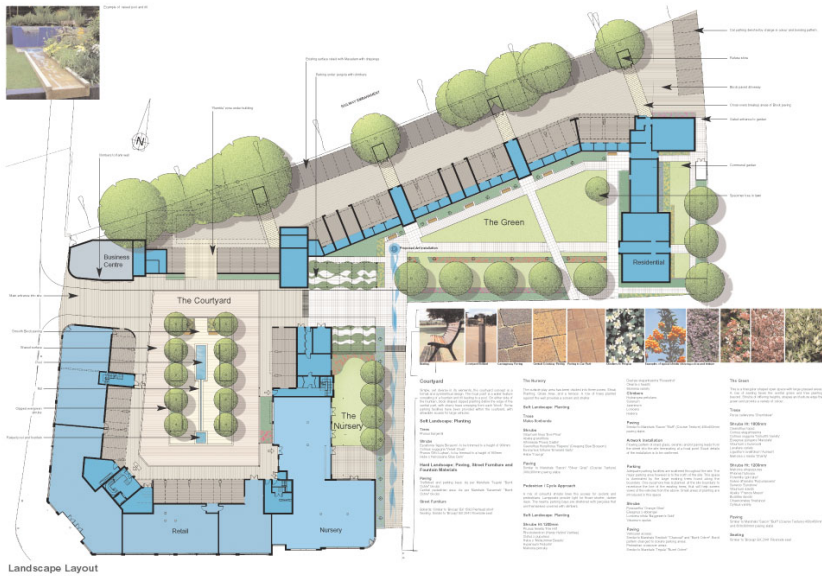
June 2001



Chelmsford  
BOROUGH COUNCIL



**Brief covering adjoining sites, for coordinated layout and access**



Windfall site with several poor pre-app layouts. Use mix, parking. Very prescriptive layout.

## Planning brief

Without prejudice to the determination of planning applications. This statement provides informal officer guidance but has not been subject to public consultation or Councilor approval.

Implementation team  
01245 8088281  
rogerslop@chelmsfordbc.gov.uk

Town Planning Services  
August 2001



## St Johns Service Station, 84-88 Moulsham Street, Chelmsford



### Policy designations

1997 Local Plan	Housing policy area.
Deposit Draft Local Plan 2001-2011	Chelmsford central policy area.
Conservation area	Adjoins Moulsham Conservation area.

### Context

Very attractive approach to the conservation area from the south - view of church tower and cottage within green setting.

Moulsham Street has a mixed-use character - residential buildings next to pubs, church, shops and services.

The scale of the area is predominantly two storeys. The street form along Moulsham Street is well defined by buildings and boundary walls.

However, character derives from subtle variations of scale, building style and detail, irregularities of building line and occasional blocks of trees.

The side roads have regular flat fronted terraces.

Simple gable ended, terraced buildings immediately adjoin the site, mainly flat fronted, some have bays some decorative porches. Some shopfronts. No dormers.

Mainly weathered yellow stock brick, some red brick, render, painted brick. Mainly slate roofs.









4 pages, produced very quickly

## Concept Statement

The Council's preferred approach to development based on site characteristics, local context, and urban design principles.

Without prejudice to the determination of planning applications. This statement provides informal officer guidance but reflects an analysis of the site and adopted policies of the Council.

Design and development co-ordination team  
01245 606458  
roy.chandler@chelmsfordbc.gov.uk

Town Planning Services  
October 2003

## Spains Lodge, School Lane, Broomfield

### 1. Location



### 2. Land ownership

Private ownership.

### 3. Existing land use

Nursing home.

### 4. Policy designations

Chelmsford Borough Plan 1997 - Rural area beyond the Green Belt.

### Layout principles



### 5. Current development interest

Enquiries for redevelopment and intensification for nursing home uses.

### 6. Local Planning Authority position

- Responding to development proposals.
- Advising on preferred approach for redevelopment.

### 7. Objectives

- Retain existing mature trees.
- Enhance "village green" setting
- Ensure redevelopment is sympathetic to the setting of Broomfield Place.
- Reduce visual impact of existing highway access and provide pedestrian priority to School Lane.
- Creation of a high quality living environment for residents

### 8. Planning Guidance

- Any redevelopment should be for similar uses to those existing.
- New buildings adjoining existing trees should not encroach beyond the existing building footprint.
- Building line can be moved closer to School Lane.
- Provide a statement of existing and proposed accommodation, vehicular activity and parking requirements.
- Use existing site access location from School Lane.
- Conceal parking and servicing from main views.
- An opportunity for a more appropriate new building to the School Lane frontage with potential landmark feature to Main Road.
- Consideration will be given to a 3 storey building here providing design and form are sympathetic to the setting.
- 2 Storey forms generally acceptable.
- Development fronting Broomfield Place to be 1 or 1.5 storey traditional forms to relate to the adjoining listed building setting.
- Traditional forms and materials are considered most appropriate to the "village" location.
- Any secure fencing requirement to be concealed within the site or its planting and avoid intrusion into the street scene.
- Provide pedestrian routes to link development with nearby bus stops.

### Site appraisal

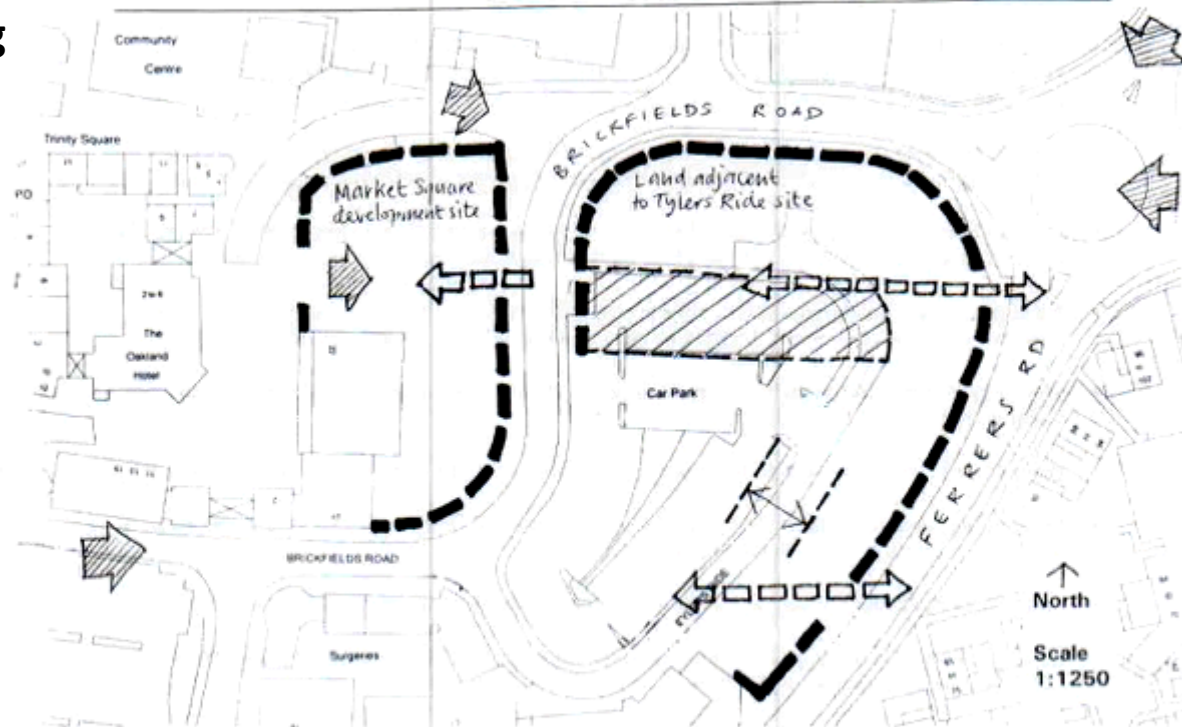



## Land adjacent to Tylers Ride, South Woodham Ferrers Design briefing plan

Guidance notes to accompany the outline planning permission. The notes are intended to help developers prepare detailed proposals appropriate for the site.\*


This site will mark the eastern entry point to the town centre and should form a high quality landmark in keeping with the unique townscape of South Woodham Ferrers.

**Allocated housing site brief built into an informative in a planning permission**

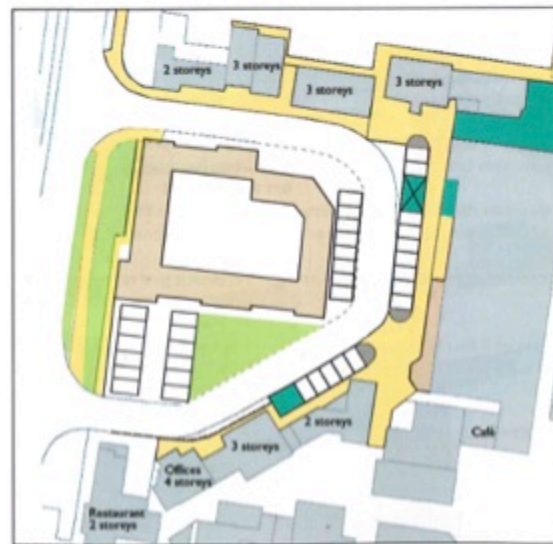
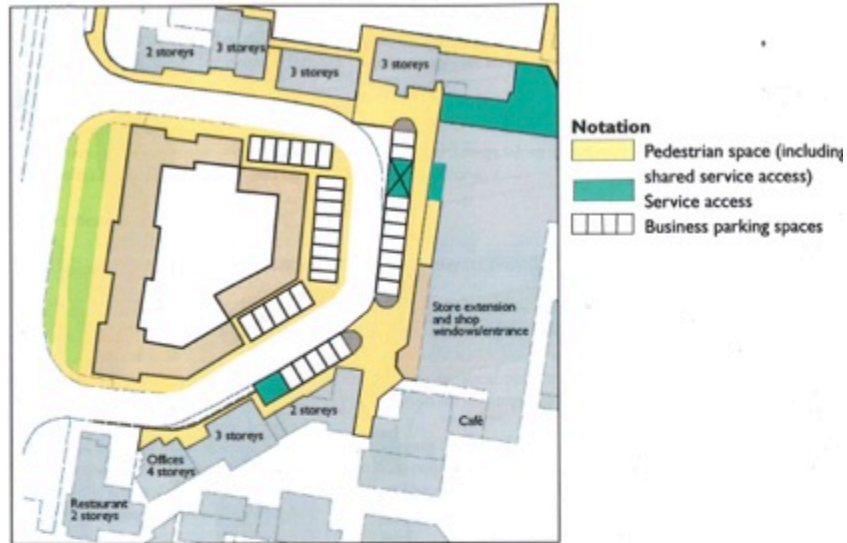


 Building frontages should be close to the street edge. Building lines should help to define an attractive new street form along Brickfields Road and Ferrers Road and provide a strong corner to Brickfields roundabout. These frontages should contain entrances, fenestration, and architectural detail of a human scale to give them a lively appearance. Existing sewers should be relocated to allow full use of the land and to enable building lines to follow the street edge. Public space around the street sides of the development should be avoided; private space should be enclosed by walls or railings.

 There is potential for decking and building over existing car parking within the site.

 A public footpath through the site to the town centre will improve access for many town centre users. The dotted lines indicate possible positions for a route. A pedestrian route will be incorporated into future development of the Market Square site on the west side of Brickfields Road and the continuity of this route should be

# Use a brief to illustrate options and challenge the designer to do better



## Option 2

11 family houses 3 rebuilt garages

- 2 x 4 bed houses
- 5 x 3 bed houses
- 4 x 2 bed houses
- On plot parking in car
- 3 rebuilt garages
- Private rear gardens
- Shallow front gardens
- Retained and new trees
- Widened access from
- Enhanced footpath a
- Enhanced access to



## Option 3

11 family houses 3 rebuilt garages

- 4 x 4 bed houses
- 5 x 3 bed houses
- 2 x 2 bed houses
- On plot parking in car
- 3 rebuilt garages
- Private rear gardens
- Shallow front gardens
- Retained and new trees
- Widened access from
- Enhanced footpath a
- Enhanced access to s

## **Proactive planning permissions**

- Arranging and leading meetings and setting the agenda
- Having off-line discussions with architect or planner.
- Drafting heads of terms for s106
- Conditions on design continuity
- Conditions on no ransom strips
- Conditions on further design, not just specifications
- Writing fullsome and clear reasons for conditions
- Drawing axes / sketch-up
- Constant scrutiny and challenge

## **Proactive after planning permission**

- Anticipate consent optimisation
- Continuity of design, through same design team, or special oversight arrangement
- Scrutinise non-mat amendments
- Quality walk-arounds at start of build to list discrepancies or poor workmanship.
- Enforcement on anything that is wrong.

## **Other LPA initiatives for place making**

Beyond policy – ideas that optimise the specific opportunities of a site

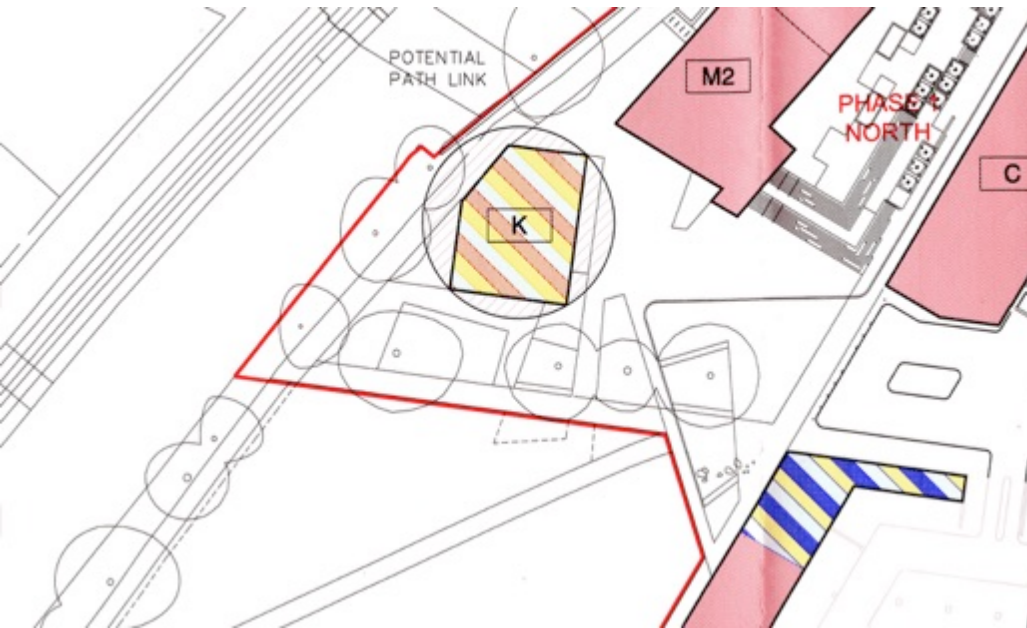
For example

- How to secure mixed use
- Flexible use – res or workspace
- Encouraging business activity to grow
- No private garages
- Securing a car club
- Devising physical layout solutions





A planning condition allowed this block to be office or residential – to meet mixed use objectives, but reassuring the developer. It became the developer's own HQ...



**KEY**

- Planning Application Site Boundary
- Proposed Buildings
- Maximum Tower Footprint Parameter as follows:**  
(All Levels AGD. Area contained within hatched parameter circle = 600m<sup>2</sup>)
  - +28,000 - +70,800 maximum enclosed footprint allowed = 70% of hatched area
  - Enclosed footprint area cannot project beyond the parameter defined above, but areas calculated are exclusive of balconies, which may extend a maximum of 1.5m beyond the maximum envelope.
  - Stair and lift cores must be contained within the enclosed footprint area, as defined above.

Parameters above define the maximum building envelope. Additional requirements include:

- Maintain a clear route for cycles and pedestrians along the western site boundary.
- Maintain clear vehicular routes for fire and service access.
- Maintain necessary clearance around root protection areas for existing trees to be retained (as per P\_004).

<ul style="list-style-type: none"> <li> A1 to A5 : RETAIL</li> <li> B1: OFFICES</li> <li> C3: RESIDENTIAL</li> <li> D1: NON-RESIDENTIAL INSTITUTIONS</li> <li> D2: ASSEMBLY AND LEISURE</li> <li> A1-A5,B1,D1,D2: ANNE KNIGHT TBA</li> </ul>	
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**Outline permission parameter plan and negotiation regulated size of tower**



Flexible use through architecture,  
not condition:  
.... unit used for business



.... unit used for residential

# Proactive communications

## FACT SHEET : Arbour Lane

This development at Arbour Lane is a redevelopment of a typical brownfield site—a former industrial training college.

A concept statement set out the Council's site planning parameters to deal with narrow, narrow access, a footpath link, retention of existing trees, relationship to existing residential property and interface with open allotment land.

At 1.48 hectares, the site includes formal terraces and larger individual houses. At the centre is a formal square containing a sitting out space, overlooked on four sides by a terrace of houses with parking hidden at the rear.

A row of original cottages formed a constraint but this was capitalised on, with a new terrace to reflect the original, separated by the existing line of trees which were retained. The layout had to relate positively to the existing terrace while not being able to share use of the private road. One edge of the development faces out over existing allotments.




**A feature corner building (left) and well-designed internal corner ensure continuity**



Parking is accessed through archways, while paved render gives a traditional feel.

Existing mature trees are retained to create a boundary feature.

Well designed buildings enclose a strong out space.

**What we did**  
The Council produced a concept statement style planning brief. The layout was negotiated with Bellway Homes designer. The Council required public open space and affordable housing. A key achievement was the design of corner units that had a private garden ... and access to a parking court.

<b>Developer</b>	Bellway Housing Group
<b>Designers</b>	Bellway Housing Group
<b>Planning permission</b>	15/0161
<b>Completion</b>	2001
<b>Planning brief</b>	Yes
<b>Site area</b>	1.48 ha
<b>Previous use</b>	Industrial Training College
<b>Total dwellings</b>	49
<b>Affordable</b>	12 (25%)
<b>Registered social landlord</b>	Greenest Trees
<b>Car parking</b>	Approx 2 per dwelling
<b>Cycle parking</b>	-
<b>Gardens</b>	All houses have gardens
<b>Density</b>	32.6 p/ha



## Information sheets

# URBAN ROOM

A place where people can learn more about architecture and the buildings, parks and places where they live. It should be a place for discussion and debate about the possibilities of design and what can be achieved. But most of all it should show people how they can influence the decisions that are made.

## An urban room

## Participative events

- Charrettes
- Workshops
- Reviews
- Awards

## Navigation Peninsula and adjoining land, Chelmer Waterside Planning brief

Internal guidance for the regeneration of the former gas works and adjoining land, without prejudice to planning decisions

Chelmsford Borough Council | Planning Design, Sustainable Communities Directorate

**1. Reasons for the brief**

Development of derelict industrial land on the Chelmer Waterside peninsula will meet policy objectives for the Borough and enable Chelmsford town centre to fulfil its economic role in the region. Release of the former gas works will be a first step towards redevelopment of the whole peninsula. A planning brief is needed to support the marketing and release of the land, to offer certainty and confidence to land owners and developers.

The Local Development Framework provides a firm policy basis for change, based on an extended primary shopping area. The changes in economic circumstances since the adoption of the Chelmsford Town Centre Area Action Plan in 2008 have prompted a review of deliverable regeneration options. A planning brief is needed to provide enabling guidance - clarity about planning parameters and flexibility about possible development solutions.

**2. The area covered by the brief**



- The brief covers the whole Navigation Peninsula (coloured brown), numbers 1 and 4, east and west of the Essex Records Office (ERO), Aggregates (the area owned by National Grid and CMC).
- Developed areas adjoining the area covered by the brief include the Meadows shopping centre (2) and the Meadows Retail Park (3), (coloured buff).
- Other development opportunities in Chelmer Waterside area adjoining the area covered by the brief include Baddow Road car park (5), Lockside (6), Triaxi Park (7), and Sky Plus (8), (coloured yellow).

**3. Who this brief is for**

- Borough Council decision makers pursuing Borough objectives and implementing policy.
- Land owners, prospective occupiers, investors and funders, developers and consultants.
- Government agencies supporting regeneration, investment and housing delivery.
- The Chelmsford Tomorrow Local Delivery partnership allocating infrastructure funding.
- Local interests involved in promoting positive change.

## Standard graphics

## Being proactive in the public realm – leading good places through investment in public routes and spaces



### Paving the Way

CHELMSFORD'S Station Square area is being transformed into a welcoming space for people arriving at the city's rail and bus stations.

Work being carried out includes widened pavements in granite; realigned bus bays to ease safe bus movement; easily identifiable crossing points to help pedestrians; a new pedestrian link between the bus station and Park Road through the viaduct; and a custom-designed wayfinding map panel and new signposts.





A council-initiated and managed project to remove a major barrier and create a direct link.

Works agreement with Greater Anglia to build on station land. The Council ran the contract. S106 and LEP funding.



Piazza with retail, next to refurbished Marconi listed building.  
Completes the pedestrian cycle route from the station

