



## FLITWICK TOWN COUNCIL

### Planning Guide

#### Scope

This describes Flitwick Town Council's (FTC) role as a consultee in respect of Planning & Development Control. Town & parish councils and councillors have a crucial role in representing their locality and leading local development in the best interests of residents. It also gives guidance on the Planning System.

#### PLANNING

##### General

1. A Town council has no direct powers in the field of planning control, which mostly rests with the planning authority (Central Bedfordshire Council). Although town councils are no longer statutory consultees, they have a right to be notified in writing of every planning application in their area, provided they have requested the planning authority to do so, which FTC have. They may make representations to the local planning authority, be heard at planning inquiries or make written representations. The Town Council may also make representations on consultations about Local Plan documents and supplementary planning documents such as design briefs. This work can involve, but is not limited to:
  - Checking plans are accurate and appropriate.
  - Assessing local needs and informing the planning authority.
  - Gathering views and making them known to the planning authority
  - Making effective views on planning applications
  - Producing design guides for the town
  - Taking the lead as the community draws up a town plan
  - Actively engaging in the development plan process
  - Asking the planning authority to enforce planning decisions
  - Preparing a Neighbourhood Plan
2. The Town Council's strength is in its very local knowledge. It can influence planning policies and decisions by making informed observations backed up by evidence. It must make observations which are material planning considerations. Matters such as the enjoyment of a view or house valuations may be important to local people but are not planning arguments.

**See Appendix 2** – Introduction to the Planning System.

#### Arrangements within Central Bedfordshire

3. Central Bedfordshire Council (CBC) has adopted its [new Local Plan 2015-2035](#). The Local Plan is the key strategic planning document for Central Bedfordshire and guides and supports the delivery of new infrastructure, homes and jobs. It sets out the long-term vision and objectives for the area, what is going to happen, where, and how this will be achieved and delivered over the next 20 years. It is important to note that all policies within the local plan will apply to all development where appropriate. Appendix 3 summarises the key policies of the Local Plan.

4. In addition to the Local Plan, the [Minerals and Waste Local Plan](#): Strategic Sites and Policies (MWLP: SSP) was adopted by the full council of all three councils in Bedfordshire (Central Bedfordshire Council, Bedford Borough Council & Luton Borough Council) in January 2014. Waste and Mineral planning had been a function of the county council before it was abolished in 2009, being replaced by the three unitary councils.
5. The MWLP: SSP sets out the strategic allocations for mineral extraction and for waste management development in the Plan area together with strategic policies which will guide the ongoing supply of minerals and development of waste management facilities. Some of these policies supersede those set out in the Bedfordshire and Luton Minerals and Waste Local Plan adopted 2005. FTC will also be consulted on mineral and waste applications.
6. The [CBC Design Guide](#) sets out the key principles and standards to ensure all new development is of the highest quality. It was published in September 2014 and is supported by other guidance on specific areas such as:
  - Sustainable Drainage Systems
  - Local Transport Plans and Strategies
  - Landscape Character Guidance
7. It sets out the key principles and standards to ensure that all new development is of the highest quality. Originally published in 2014, it is supported by other guidance on specific area such as:
  - layout
  - street developments
  - parking provision
  - home dimensions
8. It is a material consideration in the determination of planning applications and should be used to guide all types of new development in Central Bedfordshire. It is in 10 parts, with 1 core document and 9 accompanying themed supplements.
  - Placemaking in Central Bedfordshire
  - Green Infrastructure, Climate Change Adaptation and Sustainable Buildings
  - The Historic Environment
  - Public Realm
  - Residential Development
  - Accommodating Specific Housing Needs
  - Householder Alterations and Extensions
  - Larger Footprint Buildings
  - Town Centre Vitality
  - Highways Construction Standards & Specifications Guide
9. Central Bedfordshire Council provides considerable information about making a planning application on its website, where applications can also be tracked, and decisions found. This also links to the [Planning Portal](#) which is the UK Government's online planning and building regulations resource for England and Wales. CBC produce a weekly list of new applications which is made available to FTC. CBC offer pre-application advice to applicants, however in most cases this is a chargeable service.
10. CBC's [online register of planning applications](#) allows the public to:
  - View and monitor the progress of planning applications online
  - Submit representations about planning applications made to the council
  - See whether an appeal has been lodged and the result
  - View weekly and monthly lists of applications and decisions

- Set up search profiles and be automatically notified by e-mail
  - View registers of formal enforcement action taken by the council
11. The majority of applications are dealt with under 'delegated powers'. This means that the case officer for the application makes a recommendation to the Head of Planning Delivery and planning managers who have the authority to make the decision on the application. All other decisions are made at CBC's Development Management Committee which is made up of elected members and is held once a month at the Priory House offices. The committee is open to all members of the public to attend and speak.
  12. CBC councillors have the right to "call an application in," this means that an application that would normally be delegated to officers would instead go before a committee.
  13. Should an application be refused, the applicant has a right to appeal the judgment of the planning authority to the Government's [Planning Inspectorate](#). The process to be used depends upon the nature of the application, but the majority of smaller applications are dealt with through written representations. This is where the applicant and CBC submit their case in writing, and the Inspectorate decides whether to overturn the refusal, or to dismiss the appeal. If the Town Council submitted a response to the application, it will be invited to submit further evidence should it wish to do so.
  14. Appeals for more significant applications may take place in person. This follows a formal, quasi-legal process in which both the applicant and the planning authority present their case, and have the ability to cross-examine the case of the other in front of a government-appointed inspector. If the Town Council submitted a response to the application, it will be invited to participate in the examination should it wish to do so.

### **Process at Flitwick TC**

15. Individual planning applications, reserved matters and Tree Preservation Orders are received from CBC via email. These are then input onto the planning package on the computer. Hard copies of all plans may be obtained from CBC if necessary, but they are normally received electronically. Any member of the public asking to view them are referred to CBC planning portal.
16. All relevant plans will be available for members to view as required, although it is expected that members will be able to view the plans for themselves through CBC's online portal.
17. Major (anything over 1 property or house) planning applications will be considered by the Planning Improvement Group and recommended to Council.
18. Where views are expressed by the public, applicants or lobbyists, they should be drawn to the attention of Committee who should be encouraged to consider them but balance them against possible alternatives. The Town Council should encourage the views of interested parties by making known in Newsletters and on the Web site, how people can have written information brought to the attention of Councillors or the Planning Committee and about their rights to speak.
19. Requests to speak at Town Council are to be dealt with in accordance with the public participation rules in the Standing Orders
20. The Town Council make their recommendations on each application, which are recorded in the Minutes. Because the local planning authority work to statutory deadlines, it is important that the Minutes are written within 2 days and a report of decisions emailed to the CBC. Town Council minutes are taken to be formally noted by Council in the normal way.
21. It is open to any Town Councillor, either directly or through the TC, to approach a relevant Central Bedfordshire Councillor and suggest that an application listed for delegation, should be called in and referred to the CBC Development management Committee, where it is considered

necessary to get Member input to the decision. Central Bedfordshire Councillors only have 10 days from receipt of notice of the application to call it in and will need to give valid planning reasons to do so.

22. On rare occasions, members of FTC will request a site visit. Town Councillors have no right onto a site without the permission of the owner, applicant, or agent and this should be sought in advance, by the officer, otherwise the visit should be conducted from off-site. Information may be sought from the applicant, but the merits of the application must not be discussed, nor opinions stated. There should always be an officer present. Occasionally, Members will be invited by Central Bedfordshire Council to attend a site visit arranged by them. This will be emailed to all councillors, but relevant Ward Councillors will get priority, if numbers are limited.
23. Both new appeals, and determined appeals are notified to the Council. Where appeals are notified, the Planning Improvement Group or Town Council may ask an officer or a Councillor, or an appointed consultant to appear and give evidence at a public inquiry or make written representation. In such cases, careful preparation is essential, and the advice of a Planning Consultant may be sought.
24. The Planning Authority (CBC) may enter into an agreement (Section 106 Planning obligations) with any potential developer for the purpose of restricting or regulating the development or use of the land either permanently or during such period prescribed in the agreement. Types of obligation may include:
  - restricting the development or use of the land
  - requiring specified operations or activities to be carried out
  - requiring the land to be used in any specified way
  - requiring a payment to the authority
25. A Section 106 Agreement is enforceable as a contract. A payment is usually to offset a negative impact of the proposed development and the money is ring fenced for that specific purpose. For example:
  - to provide a play area of other facilities for new houses
  - to provide a financial contribution to expanding local schools or doctors surgeries
  - to provide new bus services, cycle tracks, or other improvements to local roads
26. It is legitimate for FTC to request CBC to ring fence Section 106 for specific purposes related to its own activities, so long as they are related to the development. Such obligations may also be offered by the developer to CBC following conversations with FTC.
27. Section 206 of the Planning Act 2008 gives 'charging authorities' (local planning authority) the power to charge a [Community Infrastructure Levy \(CIL\)](#). It is a charge that local authorities can choose to impose on new developments to fund local infrastructure. This could include infrastructure such as transport schemes, schools, hospitals, green spaces, and Leisure centres. Central Bedfordshire currently charges no CIL for new developments.
28. The Town Council will provide as necessary training on all aspects of planning including the Local Plan, Development Control, material consideration, enforcement, and urban design, to help members in making the best decisions.
29. FTC will respond to the consultation on each part of the Local Plan, of particular importance will be the Core Strategy and Site Allocations. The Town Council will also respond to consultation on other aspects of planning such as Supplementary Planning Guidance or Design Briefs.

**Making the Best Decisions**

- 30. It is essential to know the policies contained in the local plan. The Town Council may well have no objections and recommend approval. The presumption of the planning system is in favour of sustainable development.
- 31. Where the Council has concerns about a development, it should first consider whether those objections can be overcome by way of a [planning condition](#) that it recommends to CBC. These conditions can relate to any aspect of the development, such as highways or design. Any condition must be necessary, relevant to planning, relevant to the development itself, enforceable, be precise and otherwise reasonable.
- 32. Alternatively, the Council may recommend refusal of the application. The Council must state the grounds on which that refusal is given, and the refusal must be based on sound planning reasons that are well-evidenced.

**Material Considerations**

- 33. The Town Council's recommendations will only carry weight if its recommendations are backed up by reasons based on these. In determining a planning application, the planning authority must have regard to the Local Plan, national policies and material considerations.
- 34. The law has always made a clear distinction between whether something is a material consideration and the weight it should be given. The former is a question of law. The latter is a question of planning judgement which is entirely a matter for the planning authority. Provided the planning authority has regard to all material considerations; it is at liberty (within the test of "reasonableness") to give whatever weight the planning authority thinks fit.
- 35. Examples of material considerations include the following. In many of these cases, other statutory stakeholders may provide more detailed comments on the application that the Council may wish to refer to (these are usually provided on the CBC online portal).

Material	Generally not material
<ul style="list-style-type: none"> <li>• Local Plan policies</li> <li>• Minerals and Waste Planning Policy</li> <li>• National Planning Policy Framework</li> <li>• Neighbourhood Plan policies</li> <li>• The design of the development, especially its accordance with local design guidance</li> <li>• Privacy and whether the development is overbearing</li> <li>• Noise and air pollution</li> <li>• Impact on local highways in terms of traffic and safety</li> <li>• Impacts on ecology, including designated and vulnerable sites</li> <li>• Impacts on protected species</li> <li>• Impact on crime and public safety</li> <li>• Impact on the local economy, including jobs</li> <li>• The planning history of the site, i.e. has the principle of the development on that site been established by a previous planning consent?</li> <li>• The cumulative impact of the development</li> </ul>	<ul style="list-style-type: none"> <li>• Who the applicant is</li> <li>• Any private rights, such as restricted access</li> <li>• Any impacts of the development on property values</li> <li>• Impact on competition in the local economy</li> <li>• Impact on any sightlines and views, unless otherwise restricted by design guidance</li> <li>• Whether the site can be used for another purpose or any other plans for the site that are outside of the planning process</li> <li>• Any future potential uses of the site that are not contained within the application</li> <li>• Any moral issues associated with the development</li> </ul>

- 36. A quick check list of key issues to apply to each application is:

- Amount - size of development (ha) or size of building (sq m), and number of units
- Layout - where is it, space about dwellings, parking, turning areas etc
- Scale - overall size and scale, is it designed to reflect that of neighbouring properties does it respect the existing building line & heights of other buildings
- Landscaping- what landscaping is proposed, green areas etc. Are existing trees or hedges disturbed
- Appearance- has building been designed to minimise overall impact. Are materials in keeping?
- Access - how will traffic & pedestrians get in and out? Is it a significant generator of additional vehicle movement? Is public transport available?

37. CBC may grant permission subject to conditions. The Town Council may therefore prefer to recommend approval subject to conditions such as:
- Colour & style of bricks or roof tiles
  - Positioning of windows & doors
  - Need for landscaping or tree preservation order (TPO)
  - Times of the day when operations are permitted
  - Need to re-route rights of way
  - The requirement for the developer to contribute to a community facility such as a play area, or to a road improvement.
38. Even though the Town Council is not the final decision maker, Councillors, either in the Planning Improvement Group or at Town Council, must declare any interest in an application and comply fully with the Members Code of Conduct. Planning is a sensitive and high-profile service and an individual's actions can easily be misread by the public. Where applications do not go to Planning Committee, Members should declare an ordinary or disclosable pecuniary interest in their response to the weekly list. If it is a disclosable pecuniary interest, they should refrain from expressing any opinion. Any interest will be recorded and if it is a disclosable pecuniary interest, which is not on the register, the councillor must ensure it is notified to the monitoring officer.

## **APPENDIX 1. INTRODUCTION TO THE PLANNING SYSTEM**

### **Why Planning Matters**

- Balancing economic needs and environmental concerns
- Homes where people want them v social exclusion
- Balancing long term strategies and today's pressures
- Balancing maximising brownfield development against town cramming
- Retail "market forces" v viability of town centres
- Balancing individual interest against public interest

### **Purpose of Planning System**

- Making suitable land available for development in line with economic, social & environmental objectives to improve peoples' quality of life
- Contributing to improve peoples' quality of life
- Protecting and enhancing the natural and historic environment, the quality and character of countryside and existing communities
- Ensuring high quality development through good design and the efficient use of resources
- Ensuring that development supports existing communities and contributes to the creation of safe, sustainable and mixed communities with good excess to jobs and key services for all members of the community

### **Legislative & Policy Framework**

- Primary legislation (Acts of Parliament)-sets framework, rarely changes. e.g. The Town and Country Planning Act 1990 – key act including definition of development and parish council right to be notified of and power to respond to planning applications.

- Secondary Legislation (Regulations & Orders, approved by Ministers)-crucial regulators of the Planning system. e.g., The Use Classes Order, Statutory Instrument 1987 No. 764 – defines use Classes for development of land.
- The National Planning Policy Framework is a key part of Government reforms to make the planning system less complex and more accessible, to protect the environment and to promote sustainable growth. The Framework sets out planning policies for England and how they are expected to be applied. It provides guidance for local planning authorities and decision-takers, both in drawing up plans and making decisions about planning applications.
- The Framework does not contain specific waste policies, since national waste planning policy will be published as part of the National Waste Management Plan for England. The Framework should be read in conjunction with the government’s planning policy for traveller sites.
- There are no specific policies for nationally significant infrastructure projects in the Framework. The Secretary of State determines these in accordance with the Planning Act 2008 and relevant national policy statements for major infrastructure, as well as any other matters that are considered both important and relevant (which may include the Framework).
- Court decisions-about definitions, interpretations, procedures etc.
- Local Policies including Central Bedfordshire Local Plan 2015-2035 and retained policies.

**Statutory Consultees include:**

- Highways
- Highways Agency for Trunk Roads (can direct refusal/conditions)
- Environmental Agency for flood risk
- Health & Safety Executive for toxic substances etc.

## APPENDIX 2: PLANNING USE CLASSES

The following classes of use are set out in the Town and Country Planning (Use Classes) Order 1987 and its subsequent amendments.

- **A1 Shops** – Shops, retail warehouses, hairdressers, undertakers, travel and ticket agencies, post offices, pet shops, sandwich bars, showrooms, domestic hire shops and funeral directors.
- **A2 Financial and professional services** – Banks, building societies, estate and employment agencies, professional and financial services and betting offices.
- **A3 Restaurants and cafés** – For the sale of food and drink for consumption on the premises – restaurants, snack bars and cafés.
- **A4 Drinking establishments** – Public houses, wine bars or other drinking establishments (but not a night clubs).
- **A5 Hot food takeaways**- For the sale of hot food for consumption off the premises.
  
- **B1 Business** – Offices, research and development, light industry appropriate in a residential area.
- **B2 – General industrial**
- **B3-B7 Special industrial groups** – See ‘Use Classes Schedule’.
- **B8 – Storage or distribution** – This class includes open air storage.
- **C1 Hotels** – Hotels, boarding and guest houses where no significant element of care is provided.
- **C2 Residential institutions** – Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.
- **C2A Secure Residential institutions** – Use for a provision of secure residential accommodation, including use as a prison, young offenders’ institution, detention centre, secure training centre. custody centre, short-term holding centre, secure hospital, secure local authority accommodation or use as a military barracks.
- **C3 Dwelling houses** – Family houses, or houses occupied by up to six residents living together as a single household, including a household where care is provided for residents.
  
- **D1 Non-residential institutions** – Clinics, health centres, crèches, day nurseries, day centres, schools, art galleries, museums, libraries, halls, places of worship, church halls, law court. Non residential education and training centres.
- **D2 Assembly and leisure** – Cinemas, music and concert halls, bingo and dance halls (but not night clubs), swimming baths, skating rinks, gymnasiums or sports arenas (except for motor sports, or where firearms are used).
  
- **Sui Generis** – Theatres, houses in multiple paying occupation, hostels providing no significant element of care, scrap yards. Petrol Filling stations and shops selling and/or displaying motor vehicles. Retail warehouse clubs, nightclubs, launderettes, dry cleaners, taxi businesses, amusement centres. Casinos.



## CHANGE BETWEEN USE CLASSES

The following changes of use are permitted without the need for planning permission:

These changes are permitted only in the direction shown.

FROM	TO
<b>A1 Shop</b> (see <u>Definition</u> below)	<b>Mixed use within A1 and as a single flat (ie over the shop)</b>
<b>A1 Shop and Single Flat above in mixed use</b>	<b>A1 Shop</b>
<b>A2 Financial &amp; Professional Services</b>	<b>A1 Shop – where premises have a display window at ground level</b>
<b>A2 and single flat above in mixed use</b>	<b>A1 – where premises have a display window at ground level</b>
<b>A2 and single flat above in mixed use</b>	<b>A2</b>
<b>A2 Financial &amp; Professional Services</b> And any other services (including a betting shop) deemed to be appropriate to a shopping area	<b>Mixed use within A2 and as a single flat</b>
<b>A3 Restaurants &amp; Cafes</b> Where food and drink are consumed on the premises	<b>A1 Shops</b>
<b>A3 Restaurants &amp; Cafes</b>	<b>A2 Financial &amp; Professional Services</b>
<b>A4 Drinking Establishments</b> Public House, Wine Bar and other drinking establishments	<b>A1, A2 or A3</b>
<b>A5 Hot Food Takeaways</b> The sale of hot food for consumption off the premises	<b>A1, A2 or A3</b>
<b>B1 Business</b> Permission limited to 235sq.m of floorspace in the building	<b>B8 Storage &amp; Distribution</b>
<b>B2 General Industrial</b> A general industrial process not falling within B1	<b>B1 Business</b>
<b>B2 General Industrial</b> Limited to 235sq.m of floorspace	<b>B8 Storage &amp; Distribution</b>
<b>B8 Storage or Distribution</b> Permission limited to 235 square metres of floor space in the building	<b>B1 Business</b>

### **SHOP – Definition**

Retail sale of goods other than hot food

Post Office

Sale of Tickets/use as a travel agency

Sale of sandwiches and cold food for consumption off the premises

Hair Dressing

Funeral Directors

Display of goods for sale

Hiring out of personal and domestic goods

Washing or cleaning of clothes on the premises

Reception of goods to be washed, repaired where the sale is to visiting members of the public

**An Internet cafe**

## APPENDIX 3: LIST OF POLICIES IN THE CENTRAL BEDFORDSHIRE LOCAL PLAN AND THE POLICIES MAP

<p>Policy SP1a: Partial Review of the Local Plan  Policy SP1: Growth Strategy  Policy SP2: National Planning Policy Framework - Presumption in Favour of Sustainable Development  Policy SP3: Generic Requirements for Strategic Housing Allocations  Policy SA1: North of Luton  Policy SE1: Sundon Rail Freight Interchange (RFI)  Policy SA2: Marston Vale New Villages  Policy SE2: Marston Gate Expansion  Policy SA3: East of Arlesey  Policy SE3: Holme Farm, Biggleswade  Policy SA4: East of Biggleswade Garden Community  Policy HA1: Small and Medium Allocations  Policy SC1: Houghton Regis North Sites 1 and 2 Strategic Commitments  Policy SP4: Development in the Green Belt  Policy SP5: Important Countryside Gaps and Preventing Coalescence  Policy SP7: Windfall Development  Policy SP8: Gypsy and Traveller, and Travelling Showpeople Pitch Requirement  Policy H1: Housing Mix  Policy H2: Housing Standards  Policy H3: Housing for Older People  Policy H4: Affordable Housing  Policy H5: Rural Exception Sites  Policy H6: Self-Build and Custom Housing  Policy H7: Assessing Planning Applications for Gypsy and Traveller Sites  Policy H8: Assessing Planning Applications for Travelling Showpeople Sites  Policy EMP1: Small and Medium Employment Sites  Policy EMP2: Change of Use to Non-Employment Generating Uses  Policy EMP3: Employment Development on Non-Allocated Sites  Policy EMP4: Rural and Visitor Economy  Policy EMP5: Significant Facilities in the Countryside and Green Belt  Policy R1: Ensuring Town Centre Vitality  Policy R2: Retail for Minor Service Centres, Villages and the Rural Economy  Policy R3: Town Centre Development  Policy T1: Mitigation of Transport Impacts on the Network  Policy T2: Highways Safety and Design  Policy T3: Parking  Policy T4: Public Transport Interchanges  Policy T5: Ultra Low Emissions Vehicles</p>	<p>Policy T6: Movement and Management of Freight  Policy EE1: Green Infrastructure  Policy EE2: Enhancing Biodiversity  Policy EE3: Nature Conservation  Policy EE4: Trees, Woodlands and Hedgerows  Policy EE5: Landscape Character and Value  Policy EE7: The Chilterns Area of Outstanding Natural Beauty  Policy EE8: Greensand Ridge Nature Improvement Area  Policy EE9: Forest of Marston Vale  Policy EE10: The Bedford &amp; Milton Keynes Waterway Park  Policy EE11: The River and Waterway Network  Policy EE12: Public Rights of Way  Policy EE13: Outdoor Sport, Leisure and Open Space  Policy EE14: Minerals and Waste Restoration  Policy CC1: Climate Change and Sustainability  Policy CC2: Sustainable Energy Development  Policy CC3: Flood Risk Management  Policy CC4: Development Close to Watercourses  Policy CC5: Sustainable Drainage  Policy CC6: Water Supply and Sewerage Infrastructure  Policy CC7: Water Quality  Policy CC8: Pollution and Land Instability  Policy HQ1: High Quality Development  Policy HQ2: Developer Contributions  Policy HQ3: Provision for Social and Community Infrastructure  Policy HQ4: Indoor Sport and Leisure Facilities  Policy HQ5: Broadband and Telecommunications Infrastructure  Policy HQ7: Public Art  Policy HQ8: Back-land Development  Policy HQ9: Larger Sites, Development Briefs and Design Codes  Policy HQ10: Small Open Spaces within Towns and Villages  Policy HQ11: Modern Methods of Construction  Policy HE1: Archaeology and Scheduled Monuments  Policy HE2: Historic Parks and Gardens  Policy HE3: Listed Buildings, Conservation Areas and Built Heritage  Policy DC1: Re-use of Buildings in the Countryside  Policy DC2: Replacement Dwellings in the Countryside  Policy DC3: Rural Workers Dwellings  Policy DC4: Equestrian Development  Policy DC5: Agricultural Land</p>
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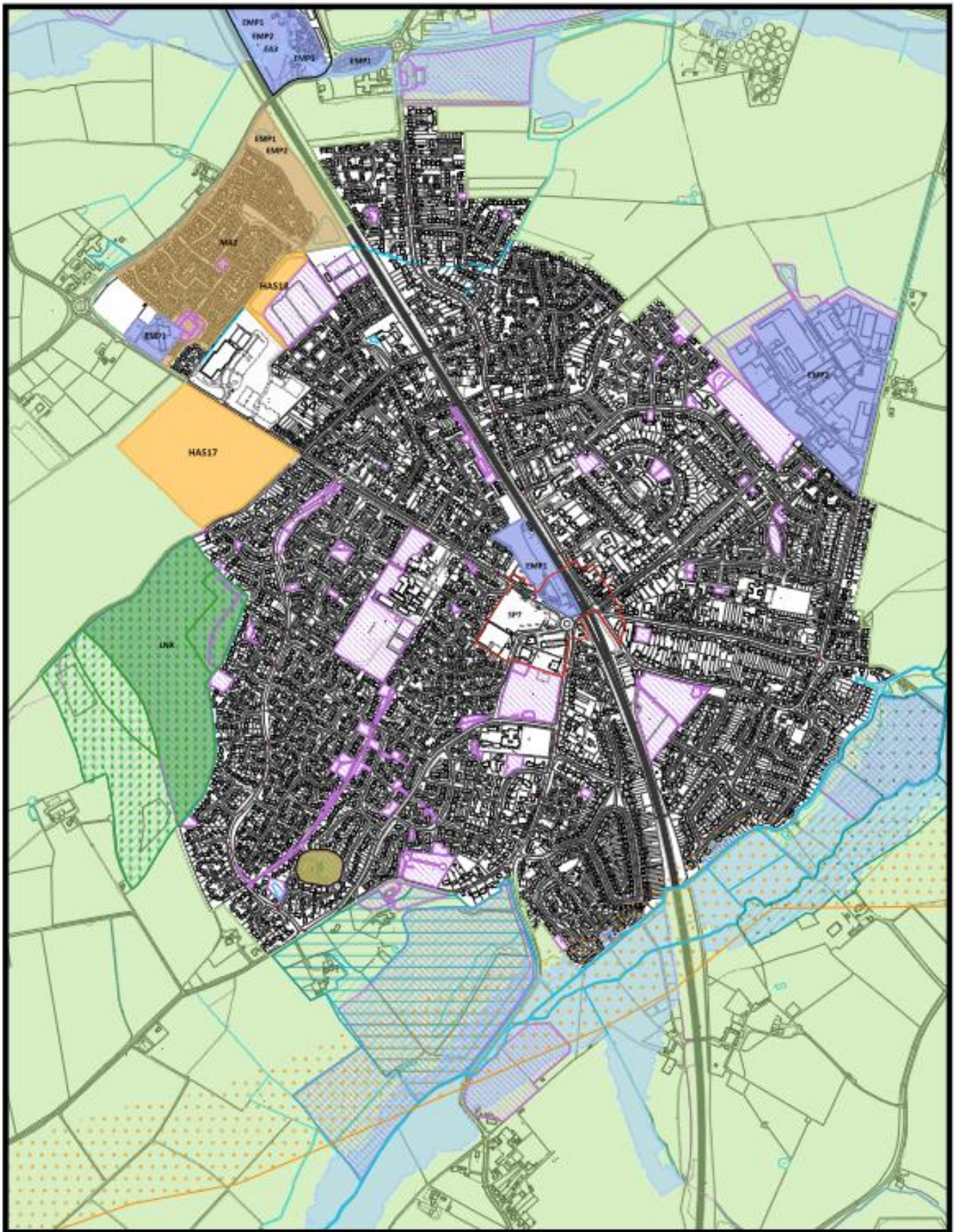
# KEY

Policy references annotated in square brackets



	Unitary Authority Boundary		Chilterns Area of Outstanding Natural Beauty [EE7]
	Area outside Central Bedfordshire		Forest of Marston Vale [EE8]
	Inset Boundary		Greensand Ridge Nature Improvement Area [EE9]
	Strategic Housing & Mixed Use Allocations [SA1-4]		Bedford - Milton Keynes Waterway [EE10]
	Strategic Employment Allocations [SE1-3]		Outdoor Sport, Leisure & Open Space Sites [EE13] <small>Sites subject to annual review. For updates refer to <a href="http://www.centralbedfordshire.gov.uk">www.centralbedfordshire.gov.uk</a></small>
	Strategic Commitment [SC1]		Flood Plain [CC3] <small>Source: Environment Agency Indicative Flood Plain maps 2008 (Probability of Flooding 0.1-1.0%) - <a href="http://www.environment-agency.gov.uk">www.environment-agency.gov.uk</a></small>
	Small & Medium Housing Allocations [HAS1-52]		Scheduled Monuments [HE1] <small>Source: Historic England - <a href="http://www.historicengland.org.uk">www.historicengland.org.uk</a></small>
	Important Countryside Gaps [SP5]		Historic Parks & Gardens [HE2] <small>Source: Historic England - <a href="http://www.historicengland.org.uk">www.historicengland.org.uk</a></small>
	Settlement Envelopes [SP7]		Conservation Areas [HE3]
	Settlements that are inset from the Green Belt [SP7]		
	Portfolio of Employment Sites [EMP1]		<i>Saved Local Development Framework (North) Policies:</i>
	Employment sites considered favourably for alternative use [EMP2]		Employment Allocations [EA]
	Significant Facilities in the Countryside & Green Belt [EMP5]		Housing Allocations [HA]
	Town Centre Boundaries [R1/R3]		Mixed Use Allocations [MA]
	Primary Shopping Areas [R1]		<i>Saved Local Plan (North) Policies:</i>
	County Wildlife Sites [EE3] <small>Source: Biodiversity Recording &amp; Monitoring Centre</small>		Employment Allocations [EMP4]
	Local Geological Sites [EE3]		Cranfield Airfield [EMP12]
	Local Nature Reserves [EE3] <small>Source: Natural England - <a href="http://www.gov.uk/government/organisations/natural-england">www.gov.uk/government/organisations/natural-england</a></small>		Housing Allocations [HO8]
	National Nature Reserves [EE3] <small>Source: Natural England - <a href="http://www.gov.uk/government/organisations/natural-england">www.gov.uk/government/organisations/natural-england</a></small>		<i>Saved Local Plan (South) Policies:</i>
	Sites of Special Scientific Interest [EE3] <small>Source: Natural England - <a href="http://www.gov.uk/government/organisations/natural-england">www.gov.uk/government/organisations/natural-england</a></small>		Housing Allocations [H1]
	Ancient Woodland [EE4] <small>Source: Natural England - <a href="http://www.gov.uk/government/organisations/natural-england">www.gov.uk/government/organisations/natural-england</a></small>		Open Space Proposal [R2-9]
			<i>National Policies:</i>
			Green Belt & Green Belt Boundary





## APPENDIX 4: URBAN DESIGN QUALITY ASSESSMENT

Urban Design Criteria	Explanation/ Expectation
<p><b>Continuity and enclosure –</b> The definition of streets and enclosure of open spaces</p>	<p>Streets and open spaces should be defined and enclosed by building frontages to create well defined public realm. Continuity and enclosure along streets should help to hold space and create views, vistas and improve legibility.</p> <p>(This does not necessarily mean continuous blocks of buildings or very hard street edges are necessary)</p>
<p><b>Townscape value –</b> Buildings, blocks, streets and squares create the urban form</p>	<p>Buildings should combine together (new and existing) to create street patterns, open spaces, landmarks, vistas and gateways which develop legibility and ease of understanding of the urban environment.</p> <p>(The best traditional historic towns create distinct legible and valued townscapes)</p>
<p><b>Fronts and backs –</b> Fronts of buildings overlooking the public realm</p>	<p>Fronts of buildings should overlook the public realm and other built frontages. Backs of buildings should adjoin other backs and should not edge the public realm.</p> <p>(Fronts of buildings are vital to generate natural surveillance for the public realm.)</p>
<p><b>Public and private areas –</b> Clearly delineated and designed</p>	<p>Public spaces should be well defined and clearly delineated from private areas in a development to ensure public areas are well used and private areas are securely designed.</p> <p>(This does not mean creating gated communities)</p>
Urban Design Criteria	Explanation/ Expectation
<p><b>Plan form and site coverage –</b> efficient layout where development capacity of the site is balanced with amenity and site issues</p>	<p>The layout of development should be efficient and responded appropriately to the potential capacity of the site creating development which is appropriately intense and urban for its context. Retained buildings should be well integrated into the layout where necessary.</p> <p>(Overdevelopment and underdevelopment are often key weaknesses in the layout of development. Whilst this is as much about height, the layout is also fundamental.)</p>
<p><b>Height and Massing of scheme</b> - considering opportunities for mixed development across different storey heights.</p>	<p>The design should develop opportunities for mixed use development where appropriate within a development across different storeys to make an efficient and effective use of the site. This should include where appropriate activity generating ground floor uses as well as economically active upper floor uses. Good neighbourliness between different uses will be important.</p> <p>(The height and massing of development can help create more efficient layouts and the mixing of uses within developments across the ground floor, but also upper floors can help to generate value added.)</p>

<p><b>Inclusion of streetscape and public realm</b> – which will be important in locations where open spaces can add value</p>	<p>Development should provide new streets and open spaces where these would be of value to the wider townscape and where these could assist in generating new routes and destinations.</p> <p>(In some cases, an optimum design might not be filling the whole site with development. Open space can add another dimension to a development and provide a stronger sense of place. In residential schemes this can provide local amenity. In mixed use schemes this can provide outdoor rooms.)</p>
<p><b>Innovation in the design and layout of the development</b> – responding to the challenges of the site through creative design</p>	<p>Innovative and bespoke design and architecture should maximise the development of the site in relation to site constraints and design challenges.</p> <p>(Design challenges often include access, topography, nearby buildings, nearby or new uses, parking or service requirements.)</p>
<p><b>Urban Design Criteria</b></p>	<p><b>Explanation/ Expectation</b></p>
<p><b>Identity, character and response to context</b> – through the external appearance of new buildings</p>	<p>New development should have a strong identity and be well integrated within an existing context in terms of any prevailing character, through design and materials.</p> <p>(This does not mean new buildings should copy old buildings. New buildings and contemporary design can work well alongside historic development providing the design and quality is high.)</p>
<p><b>Design language/Architecture</b> - The design vision for the scheme</p>	<p>New development should be based on a clear vision and create a strong and deliberate design response through its architecture and 'elevation' treatments.</p> <p>(Without wishing to prescribe the style or look of the building/development it is important that a clear designed philosophy underpins the design language of the scheme and that this should be well justified in relation to both context and the design aspirations of the scheme.)</p>
<p><b>Scale and proportion</b> – articulation of the building facades</p>	<p>Building and development should be well scaled and well-proportioned in themselves and in terms of nearby buildings, but also in terms of the public realm where creating a human scale and strong relationship with the public realm will be important.</p> <p>(The scale and proportions of buildings can create unity, variety and harmony along the street both in terms of architecture but also in terms of the streetscape.)</p>
<p><b>Materials and detailing</b> – the quality and finish of the scheme (buildings/public realm)</p>	<p>Building and construction materials should be fit for purpose, locally relevant and/or based on a clear design vision for the scheme. Detailing should be related to the design/architecture of the scheme and be well finished.</p> <p>(The use of materials and thorough detailing are vital for success.)</p>