

Tamworth

Design Guidance

Supplementary Planning Document

December 2018





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Foreword

Foreword text to be agreed and added



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1.0

Introduction



1.0 Introduction

1.1 The Design Supplementary Planning Document (SPD) has been produced by Tamworth Borough Council in order to provide design guidance to those who are considering activity which will result in physical change within the built environment.

1.2 The document is supplementary to the design and development guidance which is set out with the Tamworth Borough Local Plan and should be consulted alongside the Borough's other adopted policies.

1.3 The design guidance provided within this SPD has been informed by a national design best practice, a character survey of Tamworth and by consultation with officers, members and the wider community.

1.4 The Design SPD has been formally adopted as a planning document and forms part of Tamworth's Development Plan.

Purpose

1.5 Tamworth is a historic settlement which has managed to retain much of its distinctive character particularly within its town centre. There are a number of other historic locations within the Borough which have also retained their townscape and landscape character however despite these survivals much to the post war residential expansion of Tamworth has often lacked the design quality of the past.

1.6 The Tamworth Design SPD encourages those seeking to bring forward development and physical change within the borough to respect established character but where appropriate the aspiration is to ensure that new buildings and spaces can result in positive enhancement through innovation as well as through sensitivity.

1.7 Successful design can help to strengthen local distinctiveness, improve the health and wellbeing of users, and should also aim to yield socio-economic benefits for both developers and the wider community. Good quality design must have sustainability at its core, creating commercial and environmentally benign developments for the long term.

Planning Context

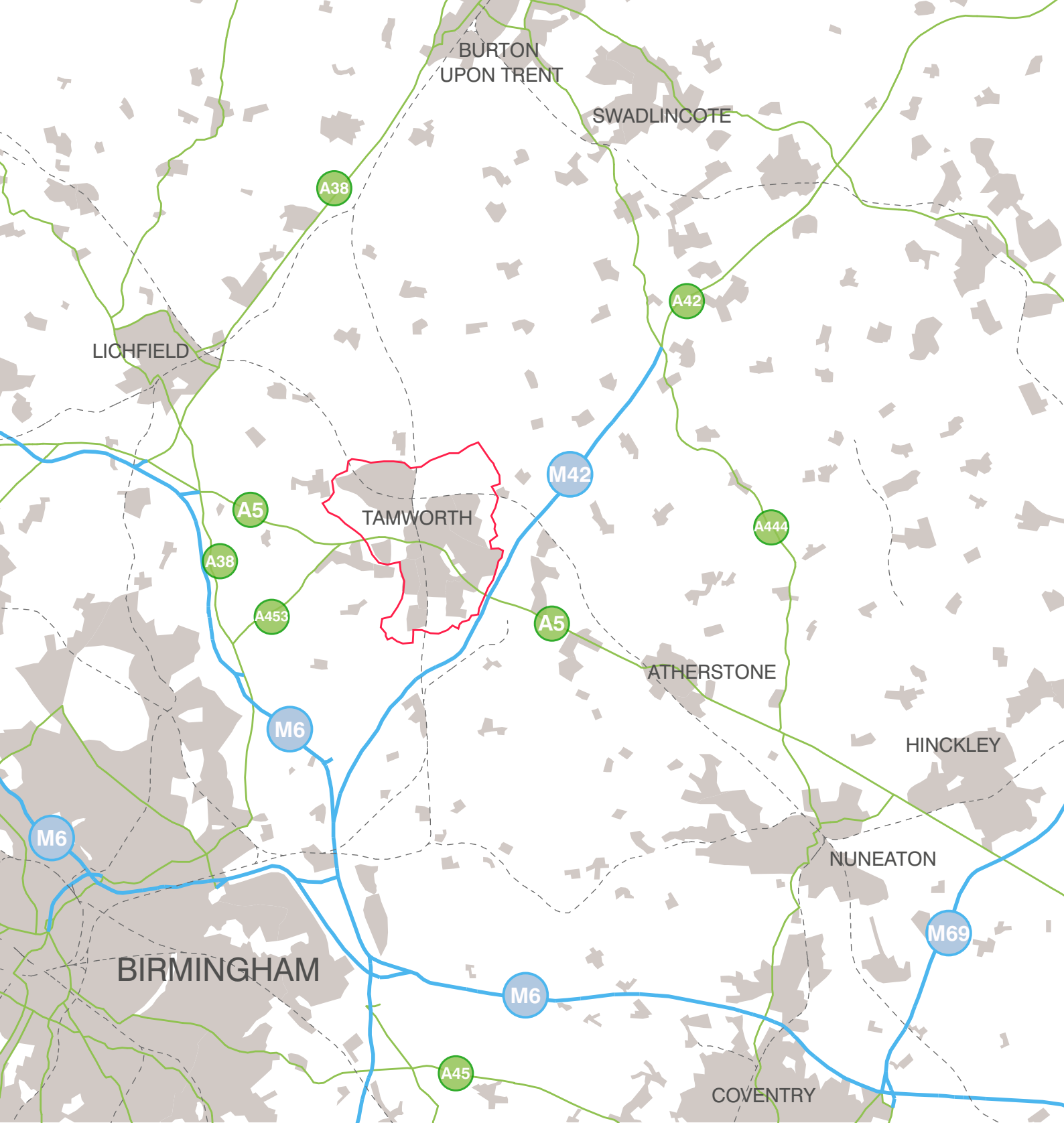
1.8 The National Policy Planning Framework (NPPF) (MHCLG, 2018) recognises the value of well-designed buildings and places and encourages local authorities to adopt policies which enhance the quality of place. The NPPF encourages local authorities to produce SPD's and design guides which contain visual material to help communicate their quality aspirations to applicants.

1.9 This document aims to support applicants in preparing and submitting good quality schemes, which meet national and local planning policy requirements, for planning permission and aid successful navigation through the council's Planning process. It does not present new planning policy, and should be read in conjunction with the adopted Tamworth Borough Local Plan.

1.10 It provides additional guidance in order for applicants to meet the requirements set by the following Local Plan Policies.

1.11 Tamworth does not publish any other SPD's which relate to the design of the built environment. The Planning Obligations SPD (August 2018) is currently the only other adopted SPD.

1.12 The Borough of Tamworth currently contains seven conservation areas, all of which have character appraisals and management plans. Any proposals for development within one of the town conservation areas must consult the relevant appraisal and management plan.



Wider Context

- Tamworth Borough Boundary
- Motorway
- Primary Routes
- - - Railway Network
- Urban Area

1.0 Introduction

Document Structure

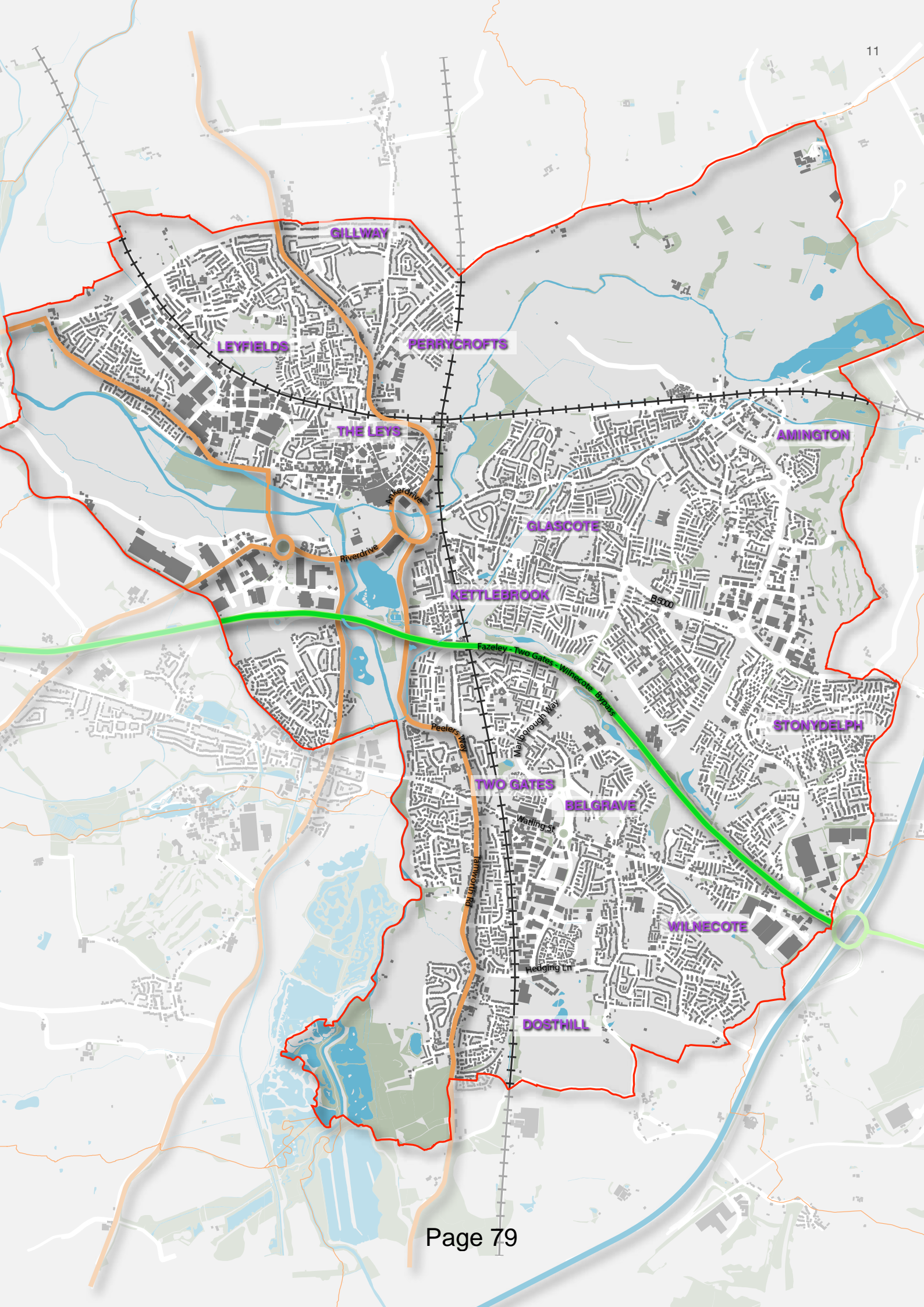
1.13 This document has been prepared to ensure the necessary and proportionate design guidance can be easily found for the different types of development within different locations within Tamworth. General design principals and guidance are contained with the body of the SPD with more detailed design guidance provided within the Appendices.

Part 2: Tamworth, an introduction to the borough its history and the opportunity it presents for new development.

Part 3: Good Urban Design highlights overall principles of good Urban Design and illustrates best practice guidance.

Part 4: Development Guidance sets out the specific requirements and guidance to be considered for the different types of development and planning applications.

The appendices provide supplementary guidance concerning Heritage and Climate Change.





2.0

Context



2.0 Context

Historic Development

2.1 Tamworth can trace its origins back at least as far as the Romans with fragments of building materials having been excavated from this period within the town centre. It was however during the Anglo-Saxon period that Tamworth becomes important nationally as the capital of Mercia. Despite attacks from marauding Danes and its repeated destruction the town remained capital of Mercia until C10th.

2.2 Tamworth Castle, which remains one of the towns dominant landmarks, was constructed shortly after the Norman Conquest probably on the site of an earlier Saxon fortification. During the middle ages Tamworth was a small market town and was granted a market charter in the early C12th. The town was destroyed by fire in 1345 but was rebuilt and subsequently continued to grow.

2.3 During the C16th and C17th Tamworth fell victim to the plague on various occasions and during the English Civil War the Castle was besieged but remarkably survived the usual destruction.

2.4 By the early C19th the population of Tamworth was still only around 3000 but during this period of rapid industrialisation the fabric of the town, its infrastructure and institution as well as its population were all transformed. The Midland Railway arrived in Tamworth in 1847 and this was closely followed by the London and North Western Railway.

2.5 During the late C19th and early C20th Tamworth see gradual urban expansion and population growth. The geographic extent of the town remained remarkably compact throughout the C19th and early C20th with little development to the south of the River Tame or the north or east of the two railways. Isolated detached settlements such as Kettlebrook and Glascote begin to grow during this period but remained distinct and separate from the historic town.

2.6 During the post war period a significant volume of residential development takes place. In the 1950's residential areas such as The Leys,

to the west of the town centre, Perry Crofts to the north and Bolehall to the south-east begin to emerge. By the mid 1960's these residential suburbs have consolidated and been joined by additional new communities such as Ley Fields to the north west. In 1965 Tamworth was designated an 'Expanding Town' and its growth during this period aimed to accommodate overspill population from Birmingham.

2.7 During the 1970's and throughout the rest of the C20th residential development around the perimeter of the town has continued with earlier suburbs merging and open spaces which once separated historic settlements being constrained or lost.

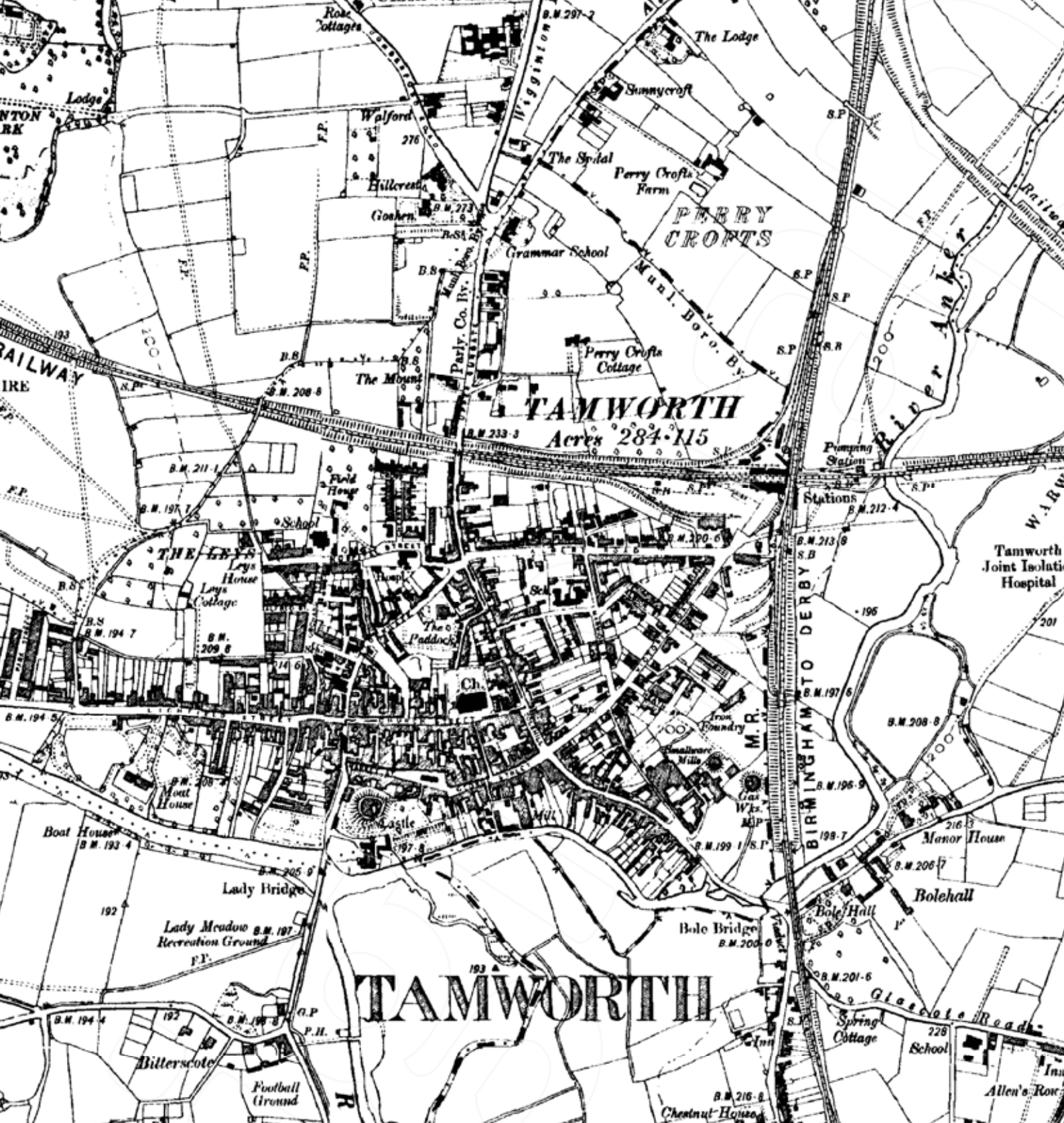
2.8 The urban area of Tamworth has today extended to the borough boundary in most areas where there is not a physical constraint. The population of the town has grown and is estimated to be just under 80,000.

Tamworth Today

2.9 Tamworth is situated approximately 21km to the north east of Birmingham city centre, 37km west of Leicester and 36km south west of Derby. Most of the major population centres of the East and West Midlands are under an hours drive from the town centre.

2.10 Tamworth is well connected by road (M6 Toll 7km to the west and M42 just to the east of the borough boundary) and by rail (Tamworth High Level and Wilnecote stations connecting to Birmingham and Derby and Tamworth Low Level station connecting to Manchester and London).

2.11 Although the historic town centre retains its historic street pattern and many listed buildings its retail vibrancy, which is essential to its long-term sustainability has been challenged by the development of extensive edge of town and out of town retail development located to the south. Large multiple retailers clustered around free parking provides a convenient format which the historic core has struggled to match.



Tamworth Town Centre (OS 1903)

2.0 Context

2.12 Late C20th and early C21st residential development surrounds the historic town centre. These suburbs are often poorly integrated with railways, major highways, the River Tame and the canal weakening links between adjacent residential areas and creating a perception of fragmentation and weak integrated.

2.13 Although well-liked by residents, much of late C20th and early C21st residential development within Tamworth, which resulted from rapid expansion to accommodate overspill population from Birmingham, could be described as average. There is little evidence of exemplary or innovative housing. This may be partially a response to land values and the perceived market however the absence of appropriate quality benchmarks and guidance may have contributed to this situation.

Character Areas

2.14 The Tamworth Historic Character Assessment (Staffordshire County Council, April 2011) provides an extensive and detail assessment of the character of town, its suburbs and its remaining rural fringe. All character areas of the town have their special character, historic development and heritage significance described by the Assessment.

2.15 Tamworth contains seven designated Conservation Areas and each has its own Character Appraisal and Management Plan. These describe the special character of the area concern and provide broad guidance explaining how new development might respond to this character.

2.16 It is recommended that those seeking to design or develop within the Borough refer to the Tamworth Historic Character Assessment along with any relevant Conservation Area Character Appraisals and allow any understanding gained to inform their proposals.

Constraints

2.17 Much of the remaining undeveloped land within Tamworth is constrained by technical issues or by policy considerations. Some of the land located adjacent to the River Tame and River Anker falls within Flood Zones.

2.18 Elsewhere around the periphery of the Tamworth the possible landscape and visual impacts of development must be considered.

2.19 In areas such as Amington, to the north east of the town centre, the possible impacts of development on the settings of multiple designated heritage assets militates against comprehensive future change. Buried archaeology may also prove a constraint on some sites given the Borough's rich early medieval history.

Opportunities

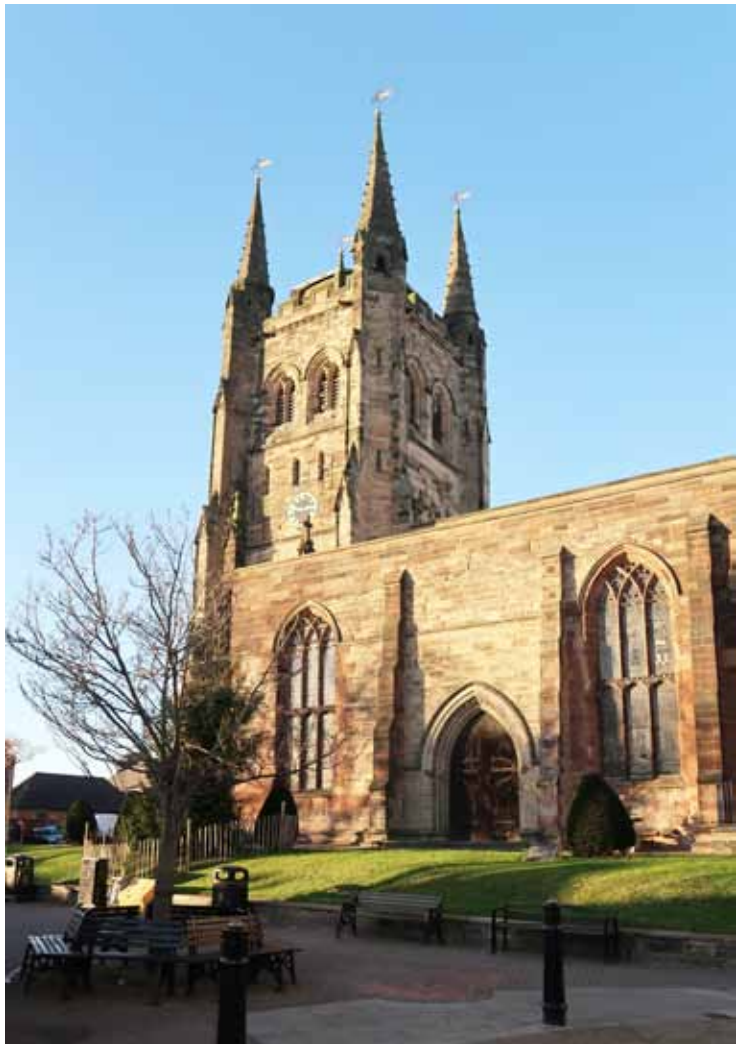
2.20 The Tamworth Borough Council Local Plan allocates a number of sites where residential and employment development will be encouraged.

2.21 Unallocated 'white land' may also provide an opportunity for appropriately justified development.

2.22 In addition to the large allocated sites there are multiple opportunities throughout the town for the replacement of or adaption of existing buildings. Where redevelopment takes place within conservation areas or other areas of visual sensitivity special care must be taken in order to ensure that impacts are minimised or fully mitigated through the design process.

2.23 Where estate renewal is to be taken forward within the Borough the opportunity should be taken to ensure the scale and massing of new development is informed by context and the streets are fully connected to the adjacent movement network.

2.24 It's worth noting that although the flood risk associated with the River Tame and Anker is a constraint, water and views of it, can provide an opportunity as well as adding value.





3.0

Principles of Good Urban Design



3.0 Principles of Good Urban Design

Good Design and Planning

3.1 The principles of good design are embedded within the planning system through the NPPF and the supporting web-based Planning Practice Guidance. This guidance recognises the role that well-designed places and buildings have in improving the health and quality of life of individuals and communities but also notes the relationship between the environment and sustainability and socio-economic performance.

3.2 In addition to the national planning practice guidance a wide range of best practice design guidance is easily available. This includes the material published by Design Council/CABE and Historic England.

Urban Design in Tamworth

3.3 Tamworth is environmentally diverse and is composed of a range of distinct places each of which has a unique identity. This means that a design response which might be appropriate for a site located within the historic town centre is unlikely to be the same as that for a greenfield site on the periphery of the settlement.

3.4 Throughout this document the need for designers to understand and respond to context is repeatedly emphasised. This is critical for new development in areas of visual sensitivity, such as conservation areas or area of recognised landscape value but it is also important for all other sites.

3.5 Where context allows designers to be innovative this opportunity should be taken. New approaches to construction, delivery and layout will be encouraged.

3.6 It is the aspiration of the Borough to improve design standards for new development and this SPD is seen as contributing to this process. In order to achieve design excellence however it will be necessary to ensure that all aspects of the design process are carefully considered. This will mean that developers and others seeking to bring forward development should ensure that project briefs are appropriate to the selected sites and that designers have the necessary qualifications and experience.

3.7 All major schemes and all sensitive schemes should be taken to the MADE (or other appropriate) design review panel subject to the guidance provided by the Planning Authority.

Best Practice Principles and Sustainable Design

3.8 Good urban and building design results in liveable environments that encourage active and healthy lifestyles and which engaged and delight users. Successful places must be socio-economically and environmentally sustainable.

3.9 Developments should follow existing published guidance, such as Building for Life 12 and Secured by Design 6 and consider the guidance provided in documents such as Manual for Streets. The following paragraphs set out general best practice guidance relating to the design of the built environment.

Massing and Materials

3.10 Buildings, structures and surfaces within the urban realm should work harmoniously together and complement each other. All new elements within the urban realm should consider the scale and materiality within their immediate context, as well as the overall character of their setting.

3.11 Poor quality synthetic materials will not be acceptable for use on development within conservation areas, within the settings of listed buildings or in other visually sensitive locations. Materials employed within sensitive locations should relate to established character.

3.12 Tamworth has an established and distinct character when it comes to building heights, both in the centre of town, as well as the rest of the borough. With the exception of the Balfour towers (located immediately to the west of the town centre) few domestic and commercial buildings within the borough exceed three storeys in height.

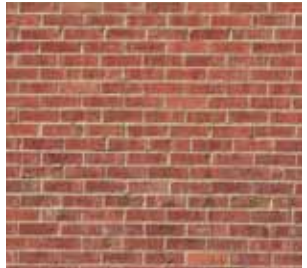
3.13 Developments in Tamworth are encouraged to take into consideration the scale and massing of their context and should avoid disrupting this without clear justification. Development proposals

should consider the following where applicable when design proposals are being developed:

- impacts on views and settings;
- environmental impacts such as turbulence and overshadowing/air quality/noise;
- impacts on landscape and townscape character;
- Impacts on highways, access and transport
- impacts on the natural environment including trees/flood risk;
- Impacts on amenity and established use.



3.14 In addition to the above, developments should also consider how the space which surrounds them might be occupied/developed in the future. In some locations, taller buildings may be appropriate in order to signify a gateway or change of urban environment however consideration must always be given to possible impacts upon townscape character and the amenity of neighbours.



3.15 Tall buildings should be designed in accordance with the principles stated in this document and the relevant policies of the Tamworth Local Plan and with consideration to the existing urban character of Tamworth, which is generally low rise. For further detail tall buildings design guidance published by Historic England and archived guidance by CABI should be referred to.



3.16 Tamworth is largely a brick-built town with the majority of surviving buildings from the post-medieval period up to the early C20th being constructed from red brick. From the mid C20th onwards the material palette used within the town begins diversify with the introduction of other forms construction including concrete frames and panel systems. Most post-war low rise housing throughout the town has been constructed from brick although the brick type and colour varies considerably from scheme to scheme.



3.0 Principles of Good Urban Design

Public Realm

3.17 The public realm is the space in and amongst the built form that is open to the public. This includes streets, parks, squares, pedestrian walkways etc.

3.18 A successful public space can encourage people, both from Tamworth and from outside the town, to visit the space and should be designed and built to last. Temporary interventions like pop up shops, temporary exhibits or changing activities can also be used in designing the public realm as they can indicate whether a design is successful or not. Once the effects of the temporary design have been established, more permanent measures should be implemented, according to the results of the temporary intervention.

3.19 A good public realm should be human in its scale and respond to people's needs, while stimulating the senses. It should encourage a variety of activities and uses, whilst providing through routes and clear connections for pedestrians and cyclists alike.

3.20 Developments directly adjacent to the public realm (whether the street, formal or informal public space, including parks) must provide a positive interface to the public realm. A positive relationship to the public realm can include active frontages, a mix of uses or other innovative interventions that are visually and/or functionally interesting and serve to strengthen the role of the adjacent public realm. In doing so, the positive relationship between a development and its adjacent public realm will better integrate the development into the urban fabric, will promote activity, interest and a sense of safety to its setting.

3.21 The urban realm can become cluttered when little thought is placed on how all the structures and elements work together. For example, excessive and poorly co-ordinated street furniture or signage can degrade the visual coherence of the public realm. When thinking about the urban realm it is important to consider how all the contributing elements work together. It is worth considering consolidating elements, such as multiple signs in one place or rubbish bins and seating, in order to streamline the appearance of the public realm.



Public realm (Nine Elms, London)



Public realm (The Piece Hall, Halifax)

Street Design and Parking

3.22 Streets take up a large amount of the public realm and play a critical role in facilitating movement through urban areas. Therefore, the layout and design of streets is integral for the success of the urban environment. Effective street layout and design should:

- Improve the legibility of a place;
- Reduce crime;
- Encourage walking and cycling and recognise that pedestrians should be prioritised;
- Improve sustainability through the use of appropriate materials;
- Improve sustainability through encouraging lower speeds and, consequently, reducing vehicle emissions;
- Improve safety through encouraging reduced speeds along residential streets;
- Be flexible in use;
- Be inclusive in its design.
- Be permeable, that is, provide many ways to get from point A to point B.

3.23 Streets should function as a place, as well as provide access, ease of movement, parking and utilities. A well-designed street should help in forming a cohesive public realm with a good relationship between buildings and the wider public space. Streets should be identifiable places. The surface materials, trees, street furniture and layout should help create this sense of place. However, the indiscriminate use of street furniture and signage should be avoided, as this can take away from the quality of the street as public realm.

3.24 An important function of street is to accommodate movement. This should be done in an inclusive way and should not focus predominantly on motorised vehicles. Streets should provide a space for vehicles, cyclists and pedestrians to all move comfortably and should consider those with mobility difficulties.

3.25 Streets should be designed with all users in mind, including vulnerable pedestrians. Care should be taken when making improvements to streets and the public realm that elements such as 'shared space' will not have a negative impact on vulnerable users. 'Shared surface', where kerbs are removed from the street completely, can have a detrimental impact to visually impaired individuals navigating the street.

3.26 Streets should provide safe and legible access to buildings for pedestrians. Active frontages along building fronts are encouraged, as these can help provide the safety, legibility and interest which contribute to a successful street.

3.27 The street can usefully provide supplementary car parking capacity. There are a number of approaches to the provision of on street parking which can soften the visual impact of parked vehicles. These can help improve the vitality of the street, can contribute to safety and security and can act as a speed calming tool. However, poorly thought-out on street parking, particularly in residential neighbourhoods and area of visual sensitivity, can have a negative impact on the character and functionality of the street. It is important that parking is integrated into the design of a street and it is designed according to the street character.

3.28 Specific information on parking numbers and requirements for new developments can be found in the Tamworth Local Plan.

3.29 The design and location of drainage, lighting and other utilities should be co-ordinated and positioned to minimise future impacts on users.

3.30 Trees and grass verges can be used to line streets in order to help provide character and identity, but this should reflect the use and character of the context.

3.31 Street guard railing in the town centre and neighbourhood centres should be kept to a minimum, unless there is a clear and justified need for it. Equipment owned by utilities and third parties should also be minimised within the public realm.

3.0 Principles of Good Urban Design

3.32 As with most aspects of design in the built environment, streets should be designed with a collaborative and cohesive approach. The surrounding area and site characteristics should be considered carefully and, most importantly, the end result should serve the local community in a positive way.

3.33 In order to encourage activities within the public realm and in order to provide clear connections, the following elements will need to be designed successfully: street furniture, public art, signage and lighting.



On-street parking (Eddington, Cambridge)

Street Furniture

3.34 Street furniture should be designed to fit with the established character of the town but can also be innovative. It should be placed carefully according to the users' needs, and care should be taken not to over clutter the public realm with unnecessary furniture.



Street furniture (Television Centre, London)

3.35 Less and carefully co-ordinated and positioned street furniture will reduce visual clutter and improve the perceived coherence and quality of the space in which it is to be located.

Public Art

3.36 Public Art can make a substantial contribution to the appearance of urban areas and the public realm. It can contribute to the creation of a sense of place and transform a previously anonymous space into a unique and memorable one. It has a major part to play in making public areas more attractive, legible and interesting and can take many forms. Public Art can be integrated into a new development or into existing built fabric.

3.37 Public art can be incorporated into lighting, street furniture, signage, public realm surfaces, new media as well as being provided as conventional free standing sculptures.



Public Art (Piccadilly Place, Manchester)

Street Signage

3.38 Street signage should be used to help with the legibility of a place and with way-finding. However, too much signage can create visual clutter and reduce the value of the public realm. Innovative signage solutions can be used to avoid cluttering and to simultaneously provide pieces of public art – for example legibility maps within bus shelters, the use of paving and floorscape art as signage etc.

3.39 Much of the present signage that clutters the streetscape is for the benefit of motorised users. An effort should be made to move this type of signage away from the footway and safely

into the roadway. Alternatively, some signage can be consolidated onto a smaller number of signage poles to free up more space for pedestrian movement.



Wayfinding signage (Bath, UK)

Lighting

3.40 Lighting is an important element of the public realm. Lighting can be used creatively in order to enhance the public realm and transform spaces. Lighting does not have to be limited to conventional lighting columns and lighting bollards and can include schemes which can sensitively reveal the architectural quality of landmark and historic buildings.

3.41 Lighting can help reduce night time crime and vandalism, reduce night time accidents and help make users feel secure. Lighting should be integrated within the design of a place and not just be an afterthought. Additionally, when looking at lighting options, the canopy of trees and projected tree growth should be taken into account, as well as national guidance and standards on lighting design.

3.42 The positioning of lighting columns or bollards should consider users' needs, and, in particular, users with disabilities or people with pushchairs. Site context is also an important aspect of lighting design – for example, over lighting in residential areas should be avoided, as it can lead to light pollution and high energy consumption. The positioning of lighting fixtures and the quality of light must also take into account the sensitivity of the historic and natural environment.



Street lighting (Warrior Square Gardens, Southend)

Sustainable Design

3.43 Development should achieve higher levels of sustainability through landscaping and green infrastructure provisions. The Local Plan sets a clear approach to planning policy in relation to sustainable design. Landscape protection and enhancement should be a consideration when development proposals are designed. Requirements for; Green and Blue Infrastructure and Protecting and Enhancing Biodiversity are set out within the Tamworth Local Plan.

3.44 The river and canal corridors running through the Borough together with the towns parks contribute to its generally green character. Major transport corridors are often lined with woodland and tree plants which contributes to the reduction and mitigation of carbon emission, as well as to encouraging biodiversity.

3.45 Walkability and accessibility are important factors in sustainable Urban Design. Residential developments should ensure that they are located within 400 metres of an existing or planned bus stop. Additionally, all developments should encourage access through walking, cycling and public transport, which in turn can improve the health and happiness of the town's residents.

3.0 Principles of Good Urban Design

3.46 Sustainable Urban Design creates buildings and developments that are environmentally friendly, socially cohesive, promote a healthy lifestyle and are economically viable. All of these aspects will need to be addressed for a development to be truly sustainable.

3.47 In order to be environmentally sustainable a development has to deal with issues such as orientation, energy consumption and carbon emissions, transport modes, water usage and drainage, green infrastructure and biodiversity. Some of the key principles of sustainable design are listed below.

3.48 New developments should:

- Encourage the use of public transport, create walkable neighbourhoods and encourage cycling;
- Be built with regard to site context and orientation in order to minimise energy consumption, but also minimize overheating in the summer;
- Make use of brownfield sites or use existing buildings to make use of the embedded energy;
- Make use of existing or planned infrastructure, including District Energy Networks;
- Use sustainably and locally sourced or recycled materials where possible with sustainable building methods in order to minimize their carbon footprint;
- Encourage adaptive reuse of buildings in order to minimize resource waste;
- Use modern building materials and methods, such as triple glazing and green roofs, to maximise sustainability and minimise impact to the environment;
- Encourage high density design where appropriate in order to use land efficiently;
- Encourage developments that are energy, water and natural resource efficient (see Appendix B);
- Encourage the use of sustainable urban drainage systems (SUDS);
- Be designed and built to conserve and enhance habitats and reduce pollution levels;
- Use native and biodiverse planting schemes that help alleviate the impact of human development on local wildlife.

3.49 The building stock of Tamworth was largely constructed during the mid to late C20th during a period where climate change and environmental concerns had not been reflected in building specification or development layout. Improving the energy efficiency of the Boroughs buildings and places will help in reducing carbon emissions.

3.50 The Tamworth Local Plan explains the transport, environmental and socio-economic policy requirements from new development in the Borough. The Local Plan also sets out the requirement for new development to minimise or mitigate harmful environmental impacts.

Diversity and Urban Design

3.51 When considering Urban Design, it is important to establish who the end user of a building or space will be. Our towns and cities are made up of a diverse range of people with different needs and abilities as well as different patterns of behaviours. Sometimes some groups or individuals are in effect marginalised by the design process. When commencing a designing a new development it is important to consider all potential users. Important user groups with particular needs that should be considered may include the following:

Children and Young People – Development should consider how a place may be used by young people. This may need to include elements that assist children at play and assist in navigating a space when children are not fully literate.

The Elderly – Development should pay careful attention to how the elderly use a place. For instance, excessive level changes and illegible routes may prove difficult for elderly pedestrians to negotiate and a lack of convenient rest spots could make a simple walk challenging. Urban environments that feature the following characteristics are friendlier to people suffering from dementia:

- familiarity;
- legibility;
- distinctiveness;
- accessibility;
- comfortability; and
- safety.

Disabled people – Not dissimilar to the elderly, disabled people face many challenges when navigating spaces. Any development should comply with accessibility requirements for disabled people and consider any additional changes that could make places welcoming to disabled people.

As a minimum, designers of public buildings and spaces should include Building Regulation compliant ramps, door widths and WCs. To ensure that buildings and spaces are accessible to the visually impaired reflective and shiny surfaces should be avoided and contrasting colours should be used to help identify safety and user features.

Parents and carers with babies and toddlers – Parents with infants in pushchairs face similar accessibility issues to the disabled people. Designers should carefully consider the accessibility requirements of this group when considering the layout of new publicly accessible buildings and spaces.

3.52 Applicants and developers are encouraged to consider all the end users that a development and any associated public realm will serve so as to strive to cater to all groups.

Crime and Urban Design

3.53 Urban design can be an important tool in creating safer towns and cities as good Urban Design can minimise the opportunity for criminal activity. For instance, places that are designed with windows overlooking the public realm can provide passive surveillance. Likewise, removing blackspots by improving lighting or removing obstructions (like dead ends) can eliminate settings for anti-social behaviour.

3.54 When preparing a design for development, applicants and developers should consider the following in order to eliminate or minimise to opportunity for criminal or anti-social behaviour:

- road pattern;
- layout and orientation of buildings;
- interface between public and private realms;
- blackspots and impasses;
- lighting; and
- security and surveillance measures.

3.55 Locally, advice can be sought from the Staffordshire Police Crime Prevention Design Advisor (CPDA).

Further information on designing out crime, along with contact details for the local CPDA, is available from the Police Secured by Design Initiative at <http://www.securedbydesign.com/>.

Health and Urban Design

3.56 Urban Design can play an important role in promoting opportunities to encourage sport and physical activity through the design and layout of the built environment. A built environment that is designed well will make places that are better for people where making the active choice is both an easy and attractive one.

3.57 The principles of Active Design should be considered when preparing a plan for development:

- Activity that is accessible for all
- Walkability
- Walking and cycling routes that are connected and integrated
- Co-location of community and social facilities
- Network of multifunctional open spaces
- High quality streets, spaces and places
- Appropriate sports and recreational infrastructure
- Active buildings
- Management, maintenance, monitoring and evaluation
- Activity promotion

Further information on Active Design is available from Sport England.



4.0

Development Guidance



4.0 Development Guidance

Householder Development

4.1 For information on permitted development including the maximum dimensions permissible for domestic extensions, please refer to the Planning Portal Website (www.planningportal.co.uk).

If you believe that your proposal does not require an application for planning permission, you should still contact the Planning Team at the council for advice before proceeding with any work. Permitted development rights, which allow small or temporary structures to be undertaken without seeking planning permission may have been removed.

Where permitted development rights are in place, small and temporary structures which do not require planning permission should always be well designed and should consider the possible impacts on the environment and on neighbours' amenity.

4.2 Homeowners may wish to extend or alter their property in order to meet their changing day to day needs. However, small alterations to the exterior of a building can result in a significant impact on neighbours' amenity and on the character of the adjacent street and the wider context (where visible). Therefore, it is important to ensure that domestic extensions are carefully design in order to mitigate possible impacts upon neighbour's amenity and local character.

4.3 Important design considerations for extensions and new build alike include: scale; materials and potential the impacts on the neighbours the wider community and the public realm generally. Extensions and alterations should maintain privacy and daylight to neighbouring dwellings. Works to a dwelling should be done in accordance with all Tamworth policies, as well as the guidance below. It is strongly recommended that design advice is sought from an appropriately qualified professional before undertaking building work.

4.4 For information on specific areas with additional considerations, such as development in Conservation Areas or affecting the settings of Listed Buildings, please refer to the Heritage Chapter of this document.

4.5 It is important to note when considering an extension to a residential property that existing nearby extensions do not set a precedent. Proposals for extensions will be considered on their own design merits and their compliance with policy.

4.6 The guidance below considers the impacts of extensions on unaltered neighbouring properties. This approach has been taken to avoid unfair advantage being gained by those extending first. The Planning Team will consider impacts on neighbours and the development rights when evaluation planning applications.

Extensions

4.7 The principles of good design relate to all domestic extensions, whether planning permission is required or not.

4.8 A well designed extension will be informed by the host dwelling's character and style, dimensions, materials and finishes and the character of the neighbourhood.

4.9 When considering an extension, it is important to think about the impact that the development may have on the amenity of neighbours and the wider area. A well-designed extension should seek to enhance the appearance to the property as a whole.



Image of set back side extension

4.10 The ridge line of an extension must always be lower than that of the host building. Where extension to semi-detached properties might result in a terracing effect it is important the ridge heights are dropped.

4.11 Fenestration to extensions should use the format and materials employed on the host building unless a contrast can be justified on aesthetic grounds.

4.12 Residential extensions should not exceed 75% of the footprint of the original (host) building.

Materials, Finishes and Detailing

4.13 Residential extensions should always carefully consider potential impacts upon the amenity and character of the host buildings as well as on neighbouring properties and the wider context.

4.14 Development should incorporate materials, detailing, fenestration patterns and colours that match the existing dwelling or, where appropriate, contrast with it. If planning permission is granted for a development, the conditions laid out in the permission often detail any necessary steps required regarding materials and finishes.

4.15 Some extensions, may propose the use of contrasting materials and colours. These will be considered in terms of the context of the development and the appropriateness and quality of the design.

4.16 The materials and finishes allowed for extensions or alterations to Listed Buildings or buildings found in Conservation Areas tend to be limited so as to not diminish the historic integrity of the structure.

4.17 Brick detailing and fenestration patterns contribute to the appearance of a dwelling. Any development should reflect the patterns established within the host building unless there is clear justification for a contrasting design approach.



Caption needed

4.0 Development Guidance

Front extensions and porches

4.18 A porch or front extension should generally be avoided if this projects beyond an established building line within a street. If a front extension can be justified this must respond carefully to character of the street and must avoid harming the amenity of adjacent properties.

4.19 Front extensions and porches, where justifiable, must be subservient to the rest of the house and should not extend across the whole width of the property. They should project no more than 1.5m from the original front wall of the main dwelling.

Side Extensions

4.20 As with a front extension, an extension on the side of a property will often be visually prominent. Therefore, it is important that it should carefully consider its impact upon the host building and neighbouring properties. The filling up of the gaps between houses can result in a crude terrace effect that can negatively impact upon the original character of the street.

4.21 It is recommended that a gap of no less than 2m is provided between any justifiable side extension and the common boundary with the adjacent property in order to prevent informal terracing. Consideration of local character must inform the scale of any gap.

4.22 Setting side extensions back from the building line can also lessen the visual impact of an extension of the character of a street and limit the perception of terracing. Set backs must be no less than 1m.

4.23 When a side extension includes a blank side gable, this can have an overbearing impact on adjacent properties. Accordingly, a minimum distance of 10.5 metres should be provided between the extension and any windows serving habitable rooms on adjacent properties. (Note: A habitable room is defined by the Building Regulations as room used principally for dwelling purposes)

4.24 Side extensions must always be subservient to the host building. Designs should incorporate the following features:

- The frontage to the extension should be set back from the building line of the host.
- The ridge line should always be below that of the host building.
- Width of extension should be no greater than 50% of that of the host.

Rear extensions

4.25 Rear extensions can affect the amenity of neighbouring dwellings as a result of overshadowing, reducing sunlight/daylight or being visually overbearing. They can also have a similar impact upon habitable rooms within the host building and can in addition result in amenity being harmed through loss of garden space.

4.26 Rear extensions should be confined to the width of the rear façade of the property.

4.27 Multi-storey rear and side extensions should be avoided unless the separation distances set out below can be protected.

4.28 Rear or side extensions to properties located on corner plots are particularly sensitive as a result of increased visibility and potential impact upon the street scene. Extensions to properties on corner plots must be informed by both the character of the host building and that of the wider context.

4.29 Well designed rear and side extensions, which respect the character of the host building and respond creatively to the potential of the site, can result in an enhancement to residential properties.

4.30 Rear extensions should not encroach by more than 6m into a rear garden and must not lead to a reduction in the minimum separation distances set out below.

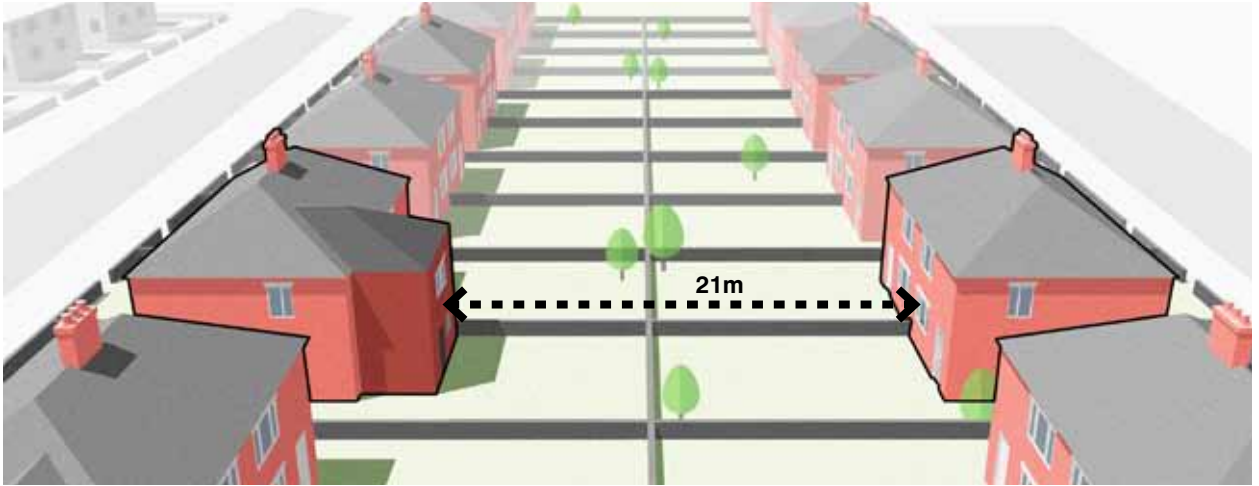


Image showing minimum distance 21m between rear extensions of up to two storeys

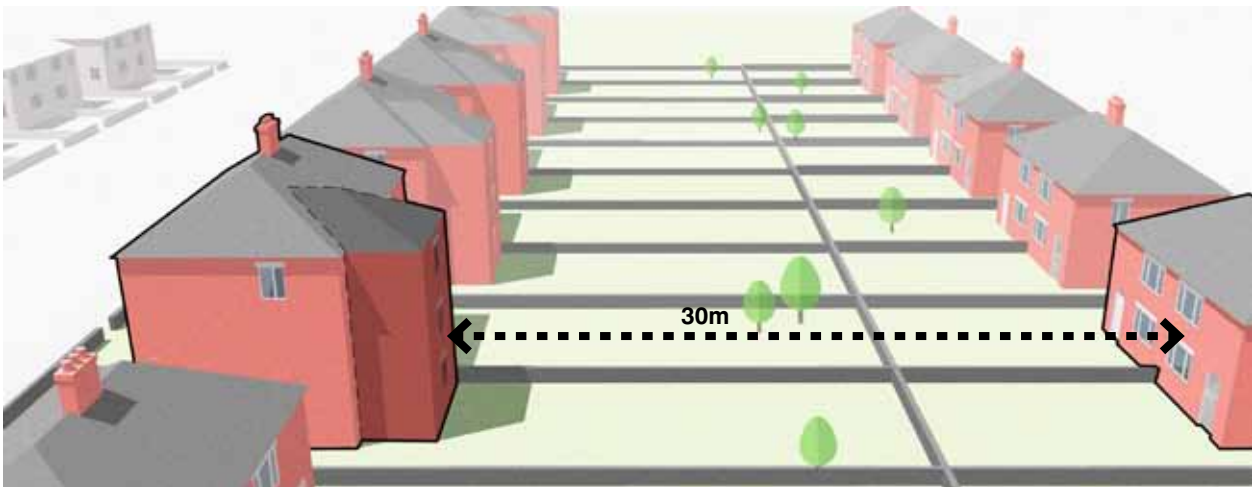


Image showing minimum distance 30m between rear extensions of three or more storeys

Avoiding Overshadowing and Dominance

4.31 Overshadowing or dominating neighbours' houses and gardens must be avoided by carefully considering the height, mass and location of extensions. Where impacts upon a neighbour's amenity are possible the Council may require sunlight and daylight analysis to be provided to support the design.

4.32 Careful design will be necessary in order to ensure that neighbouring properties are not overlooked and that appropriate levels of privacy are maintained.

4.33 Maintaining an acceptable distance between the rear of dwellings can minimise the impact on the amenity of habitable rooms located to the rear of a dwelling.

4.34 One or two storey rear extensions will need to maintain a minimum distance of 21 metres between the rear windows of habitable rooms within opposing dwellings in order to avoid any potential overlooking and privacy issues.

4.35 For dwellings of three (or more) storeys, a minimum distance of 30 metres between the rear windows of habitable rooms within opposing dwellings and the rear extremities of any extension will need to be maintained.

4.0 Development Guidance

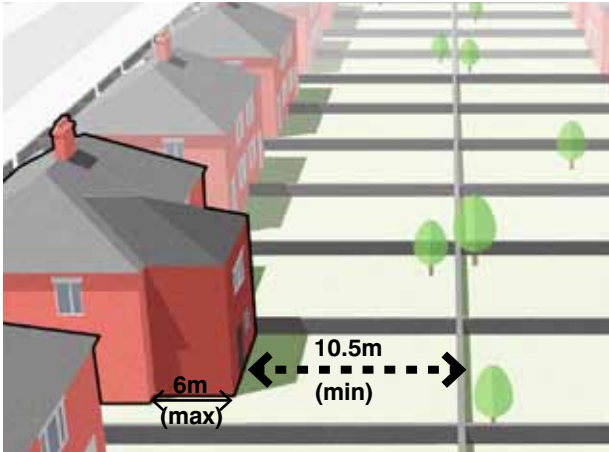


Image showing minimum garden depth of 10.5m to ensure adequate private outdoor space.

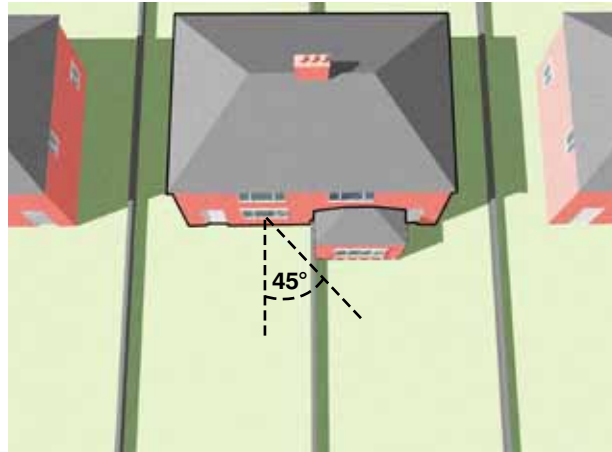


Image showing single-storey extension avoiding encroachment.

4.36 The good practice dimensions provided above ensure privacy and adequate amenity for family homes. Where it can be demonstrated that privacy and amenity can be ensured by the application of technical and design alternatives, these will be evaluated by the Planning Team.

4.37 Where evidence can be provided that technical (such as topography) or character issues (such as established morphology within a conservation area) justify reduced separation distances this will be evaluated by the Planning Team.

Maintaining Garden Depth / Area

4.38 It is important to consider how a rear extension will impact your rear garden configuration post development, in particular how it will affect the size of the remaining garden space.

4.39 A rear extension should not consume the entirety of a dwelling's private amenity space. A garden should be retained with a minimum depth of 10.5m measured from the extension's rear external wall to the property's rear boundary in length, in order to ensure adequate private outdoor space. In some circumstances, in particular for extensions over two storeys or larger dwellings, more garden depth may be required.

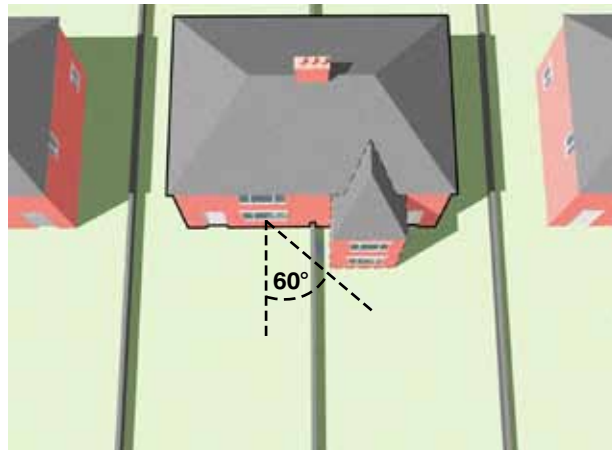


Image showing two-storey or higher extension avoiding encroachment into an area measured by drawing a 60 angle from the centre of neighbour's window.

4.40 No more than 50% of the original rear garden area of a dwelling should be developed by any form of extension or outbuilding.

4.41 Rear gardens should provide no less than 25 sq m of open space for every bedroom within the property.

Light Angles

4.42 Side and rear extensions for dwellings, when they include more than one storey can cause overshadowing and overlooking into a neighbour's property. Often, a 45 degree guide test can be applied so as to avoid indicative overshadowing on a neighbouring property. However, sometimes, contextual matters, such as orientation or site levels may be of relevance.

4.43 Applying the 45 degree guide test: The guide test can be applied to detached, semi-detached and terraced houses. A single storey extension should not encroach into an area measured by drawing a 45 degree angle from the mid-point of a neighbour's window or door aperture which provide light to a habitable room

4.44 Two storey (or higher) extensions should not encroach into an area measured by drawing a 60 degree angle from the mid-point of a neighbour's window or door opening.

4.45 Where proposed extensions fail to meet with the requirements of the above they would be unlikely to be granted planning permission.

4.46 When calculating the above only the principal glazed opening to a habitable room should be considered and not secondary openings.

Roofs

4.47 The roof form above an extension will contribute to the appearance of the extension and the dwelling as a whole. A roof design that sits in harmony with the existing roof will usually be more acceptable. Roof extensions should not dominate by being too large and flat roofs are generally discouraged unless they can be demonstrated to complement the existing dwelling.

4.48 Vertical extensions which result in addition floors or ridge lines being raised to accommodate an additional accommodation (ie lifting overall building height) will not be supported as these can be harmful to the character of residential areas.

4.49 Roof pitches should be consistent and extensions should follow the guidance provided by the host building.

Dormer Windows and Roof Lights

4.50 Dormer windows will only be permitted where they can be inserted without damaging the character and appearance of the dwelling and the wider area. Dormers are best located to the rear of the property and are not normally acceptable to the front unless part of the established character of the area.

4.51 A dormer window should be kept below the ridge line, smaller than the overall width of the roof and at least 50 cm away from the ridge, verge and eaves. It is recommended that a dormer window be centred on the window lines below and that the dormer take up no more than half the overall width of the dwelling.

4.52 Materials and detailing of dormers should be carefully designed to consider the established and traditional pattern of materials and scales of the host dwelling and surrounding buildings. Dormers with flat roofs can fit in well if they are appropriately finished with high quality materials, such as lead, and are carefully designed and detailed.

4.53 Where rooflights are introduced to an existing building these should preferably be limited in number and positioned to the rear of the building.

4.54 Rooflights on historic buildings or in areas of visual sensitivity should be 'conservation' quality design and be flush to the roof finish.



Image showing sensitive-sized and aligned dormer.



Image showing poorly-designed oversized dormer.

4.0 Development Guidance

External remodelling

4.55 The external remodelling of residential properties, including instances where there is no increase in internal floor space may require planning permission. This will be the case in area such as conservation area where permitted development rights may have been withdrawn. It is recommended that the Planning Team is consulted prior to undertaking and design work for remodelling.

4.56 The external remodelling to an existing property should always consider, and respond positively to, the character of the original building and the established character of the surrounding area.

Internal alterations

4.57 Internal alterations that do not increase the floor area of a house do not normally require planning permission. However, if it is intended to sub-divide a house (for example, provide an additional self-contained flat or a self-contained office for business use) then an application for planning permission will generally be required. It is recommended that Tamworth's Planning Team is consulted prior to any building works being carried out which would result in any form of sub-division of an existing residential property.

4.58 The reconfiguration of a building interior, including the conversion of loft space to provide accommodation, changing internal circulation and altering structure may require Building Regulations Approval. Advice should be sought from Tamworth Building Control prior to carrying out any works on site.

4.59 Internal alterations to a listed or curtilage listed building will require Listed Building Consent.

Boundary fences and walls

4.60 The nature or type of boundary treatments, especially at the front, can significantly contribute to the character and identity of a property and the street as a whole:

- The use of boundary demarcations are fundamental to good Urban Design where public and private spaces are clearly delineated from one another. It is imperative that the boundary treatment is appropriate to its context and should where possible be informed by evidence of any original treatment
- Sometimes it may be suitable to mark the change between public and private property through the use of vegetation and hedges or a change in surface materials. In other circumstances it may be suitable to use fences, walls and gates.

4.61 Low walls and fences are more appropriate for front boundaries and do not often require planning permission if below 1 metre in height. While higher fences along a front boundary are not generally supported, fences and walls along the front boundary will be granted permission where it can be shown they fit within the local context and will not detriment the amenity of neighbours. Boundary treatments along the side and rear of properties will not require planning permission if they are lower than 2 metres in height. However, side and rear fences need to be designed to respect the surroundings and the amenity of neighbouring properties.

4.62 Some properties may have conditions attached to their planning permission documents which permitted construction on the understanding that the open character of the street is retained. Where this is the case, planning permission may be necessary for any proposed boundary fence. Boundary walls generally require planning permission. Where walls are not permitted boundaries can be demarcated with an appropriate soft landscape treatment.

4.63 If there is uncertainty as to whether planning permission is required, always contact the council's Planning Team to discuss the proposed boundary treatment.

4.64 In some residential areas of Tamworth open plan front gardens are protected by the removal of permitted development rights.

Garages and Vehicle access

4.65 The conversion of a garage into a habitable room may result in the loss of onsite parking, which in turn could create pressure for on street parking around a dwelling.

4.67 Where it is intend to convert a garage into a room, consideration should be given to how displaced cars will be accommodated on site.

4.68 Garages will not be permitted where internal dimensions are less than 3m x 6m.

4.69 New garages and parking bays should be provided with charging points for electric vehicles .

4.70 Consideration should be given to the following advice:

- Permission from the Staffordshire County Council Highways Team may be required for a garage conversion (including the introduction of drop kerbs). You can contact them by email: (www.staffordshire.gov.uk/transport/staffshighways/Roads-and-highways.aspx)
- Paved hardstanding may pose a flood risks during heavy rains. Paved surfaces tend to collect pollutants which will run off into the drains and eventually into our watercourses and simultaneously prevent rainwater from seeping back into the underground aquifers.
- The materials selected for a hardstanding should be robust enough to support a vehicle but also facilitate natural water drainage into the ground through SUDS. Permeable or porous materials will allow rainwater to seep back into the ground.
- Planning Permission will be required for new vehicle access to a house from a classified road or if it involves significant building work.
- Permission will not be granted if vehicle access is proposed over open space or will lead to a loss of trees.
- Permission will not be granted if the proposal would lead to the unacceptable loss of public on-street parking spaces.
- New vehicle access will not be permitted if insufficient space is available for a parked

vehicle. The minimum dimensions set out in 'Manual for Streets' for car parking are: 2.4 metres in width, 4.8 metres in length.

- Parking spaces located between the front of a property and the street will generally be resisted due to negative visual impacts on the street scene.

Permitted Development within Gardens

4.71 Structures which do not generally require planning permission such as refuse stores, bicycle stores and other temporary garden structures should not be located within front gardens and should avoid harming the amenity of residential neighbours.

Landscaping

4.72 The layout and setting of a site can have a significant impact on the level of sustainability of the development:

- Where possible, existing landscape features should be retained on site and the development should be integrated into the landscape and its surroundings.
- Landscaping can contribute to shading and assist in drainage flows. Similarly, landscaping helps to soften the appearance of a development.

4.73 Front garden should where possible retain soft landscaping and should avoid being paved or otherwise adapted to create car parking.

4.0 Development Guidance

Trees

4.74 Some trees, especially mature specimens, may be protected by Tree Preservation Orders. Planning consent is required before carrying out work to these trees. You should consult the council's Planning Team before carrying out work to a protected tree. It is advised to check before carrying out work to any tree, if you are unaware as to whether it is protected or not. All works to trees located within conservation areas will require consent.

4.75 Trees are a good source for shade from the sun and screening for privacy but too much shade can prevent access to natural light inside a dwelling. When preparing designs for new development careful consideration should be given to how trees and shrubbery will impact on a development and the amenity of neighbours:

- Where appropriate, access to natural sunlight in a development should be maximised, whilst not compromising privacy.
- Sufficient space should be left between a building and a tree to allow for its growth.
- Further advice can be sought from the council's Arboriculturalist. [\(add email address/contact details\)](#)

4.76 Extensions and new development should take into account the root protection area of existing trees. Development which is likely to harm the root systems of protected trees which have landscape/townscape value or are located within conservation area will be refused.

Self-Build and Custom Build Development

4.78 Tamworth welcomes and supports planning applications for small self-build development or single self-build properties. The Borough also welcome applications for Custom build development

4.79 Tamworth Borough Council maintains a Self Build – Custom Build Register and those interested in undertaking this development type can have their details added to this. The Borough will inform those registered when appropriate land becomes available for development.

4.80 More information is available from Tamworth Borough Council (www.tamworth.gov.uk/self-build-and-custom-housebuilding-register).

Residential Development

4.81 Residential design good practice principles are set out within 'Building for Life 12' (Design Council, 2015). These are endorsed by the Council.

4.82 Many of the design principles which are applicable to householder developments will apply to new residential developments. When considering new residential developments, the principles set out within 'Building for Life 12' should be applied as well as the more detailed design requirements highlighted above. In addition the design of the following will need to be carefully considered as part of an integrated proposal:

- Front facade design
- Side flank design
- Rear façade design, overshadowing and garden depths
- Light angles
- Roofs and dormer windows
- Boundary treatments
- Garages and vehicular access
- Landscaping and trees

Residential Space Standards

4.83 The Council expects that new residential development must as a minimum comply with the space standards set out within 'Technical Housing Standards – Nationally Described Space Standard, (DCLG 2015).

4.84 Minimum external amenity space standards for new dwellings are as follows:

- 2 person dwelling 45sq m
- 3 person dwelling 60 sq m
- 4 person dwelling 75 sq m
- 5-6 person dwelling 90 sq m

4.85 Whilst there may be exceptions in meeting the external amenity space standards, this will have to be mitigated through excellence in design, as well as justified within the Design and Access Statement. It will continue to be necessary that the external space provided is designed to meet basic privacy, amenity and usability requirements, that match the anticipated level of occupancy.

External space standards are, of particular importance to affordable housing. Since affordable housing tends to be fully occupied after construction, garden sizes for affordable housing should be met given the likely level of full occupancy.

It is recommended that a minimum of 5sqm of private outdoor space, where the smallest dimension is not less than 1500mm, is provided for 1 to 2 person flats plus an extra 1sqm for each additional occupant.

For apartments and flats, a useable private space should also be provided for residents. While balconies provide a good solution, they may not be appropriate in all contexts and a semi-private outdoor, communal space may be suitable.

Shape and position of provision

4.86 The shape and position of all private and semi-private outdoor space, whether individual or communal areas must not be such that it could give rise to problems of lack of privacy or other forms of annoyance to residents of adjoining property or where it is a communal area, to residents of the development itself.

The shape and position of all private outdoor space, whether individual or communal areas, should have regard to daylight, sunlight and the overall usability due to overshadowing from trees. Problems of fumes and noise from roads or other adjacent development should also be considered.

The shape and position of all private outdoor space, whether individual or communal areas, should not have its access or use seriously prejudiced by parking areas, access roads, waste bins and fuel stores or any other facility.

Multi-dwelling Residential Development (flats)

4.87 Flatted developments should be designed in accordance with the recommendations made in this document and with the relevant policies of the Tamworth Borough Local Plan, particularly, in relation to urban design. When proposing a residential development, it should be designed with

both the environmental and the community context in mind. Multi-dwelling residential developments should promote the integration of new residents into any existing community. Elements of the design, such as entrances, public and private spaces and routes through should be clear and easy to navigate.

4.88 Flatted developments, in particular those with multiple buildings, should endeavour to provide visual interest through a variation in the elevational treatment.

4.89 Parking provisions should meet the recommendations of the Tamworth Local Plan. The entrance to a flatted development should not be solely accessed through a car park.

4.90 Management plans should be provided for any flatted development proposals, both for the building itself and for any amenity space and public space provided within the development. This will ensure the long-term sustainability of the development.

Open Space

4.91 Where a development will accommodate 42 or more people, open space should usually be provided on site to a standard of 2.243 hectares per 1,000 persons. The expected population should be calculated using the following assumptions based on the number of bedrooms in each dwelling:

Size of dwelling occupancy	Estimated
1 bedroom dwelling	1.5 people
2 bedroom dwelling	3 people
3 bedroom dwelling	4 people
4+ bedroom dwelling	5 people

4.92 To ensure that open space is useable and can be easily and economically maintained, it would not normally be expected to be provided on-site unless it is at least 0.1 hectares. This equates to 42 or more residents.

Non-Residential Development

4.93 The layout of non-residential developments is particularly important to their success and will ultimately be influenced by their intended use. They should where possible address the street and the public realm in a considerate manner but it is recognised that in certain cases privacy and security will be the prime design drivers. Active frontages are particularly important to the vitality of the streetscape and the success of commercial and retail uses and should be incorporated within the design from the start when the use type allows.

4.94 When the development is in a plot larger than 0.5 hectares, consideration should be made for providing some form of useable public open space for general use and to encourage the public to engage with the development in future. The public space could take the form of a small park, a small square or even some well-designed green space with landscaping and planting.

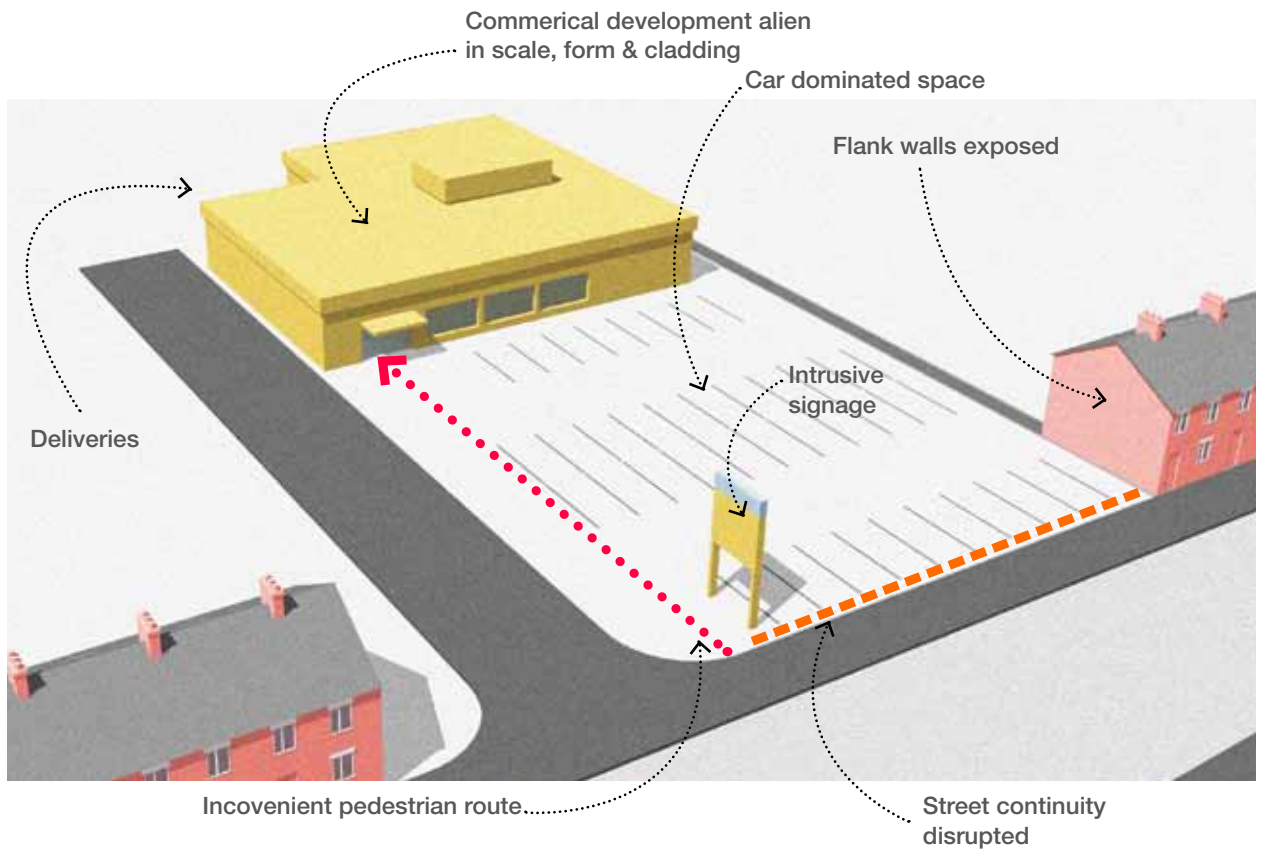
Industrial/Commercial development

4.95 Large commercial and industrial developments are often designed in a pragmatic and functional manner however these often large and visually impactful buildings can be enhanced by consideration of massing, materials, colour and landscape treatment.

4.96 Commercial and industrial buildings often require secure sites and the treatment of perimeter protection can have a detrimental impact upon the street scene. Landscape should be integrated into the boundary treatment in order to mitigate visual impacts.

4.97 Yard space and parking areas should where possible be located to the rear of commercial and industrial sites screened by buildings.

4.98 Where industrial sites may result in environmental impacts such as noise, light, vibration or dust these must be fully assessed and impacts on any adjacent occupiers or residents appropriately mitigated through the design process.



Images showing good & bad commercial development & relationship with the street

4.0 Development Guidance



Good commercial development (Old Market, Hereford)

Retail Development and Shopfronts

4.99 Retail development should be inclusive and should be designed to best accommodate its customers' needs. Retail development in the town centre and neighbourhood centres will have to create easily accessible entrances for pedestrians and the mobility impaired.

4.100 Good shopfront design contributes significantly to the streetscape and positive streetscapes encourage people to linger longer, improve footfall and trade.



Image showing good shopfront design



Image showing bad shopfront design



Image of well-designed shop fascia

Stallrisers

4.105 The part of a shopfront below the display window is known as a stallriser. Stallrisers can be important both visually and as a means of protection for the shop window. While stallrisers are important components of older and more historical shopfronts, they are less common in newer shopfronts where the window often reaches down to pavement level. This can sometimes pose problems for maintenance and can result in corrosion at the junction of the pavement and the frame.

4.106 Stallrisers should be included as part of shopfront design within all conservation areas and should be at least 300mm high. However, height may vary depending on the style of the shopfront and the character and appearance of adjoining or nearby shopfronts. Contemporary shopfront designs, including shopfronts without stallrisers may be allowed where context is appropriate.

Fascias

4.101 Fascias should be designed in order to enhance the streetscape and building, rather than to just advertise premises. The proportions of fasciae should be based on the character of the surrounding area and streetscape and the proportions on the building they sit within.

4.102 Often, the most suitable height for fascia boards is a fifth of the overall height of the shopfront from the cornice to the pavement.

4.103 Fascia boards should not be too deep and they should not project beyond the first floor.

4.104 Account should be taken of the depth of fascias on adjoining and nearby properties.

Sunblinds & Canopies

4.107 In certain circumstances, canopies and sunblinds are necessary to protect a shop from damage and glare. As with all elements of the shopfront, thought must be given as to how the blind box can be integrated within the overall design. The edge of the canopy when extended, should not be so low as to be a hazard to pedestrians and must not extend to the trafficked highway.

4.108 A minimum height of 2.4m should be retained for canopies and sunblinds. Canopies and blinds should normally be retractable rather than fixed and only used when necessary to avoid clutter in the shopping area.

4.109 A separate licence from the Highways Authority will be necessary if the canopy extends over the public highway.

4.110 In the town centre, canopies are traditionally built in within the retail unit and this is a feature that is characteristic of some commercial properties within Tamworth Town Centre. Any property within the town centre where a built-in canopy already exists should be retained.

4.0 Development Guidance

Security Shutters

4.111 Security shutters which obscure the shopfront behind them have a deadening effect on the shopping area and are generally harmful to the character and attractiveness of the retail environment.

4.112 If security shutters are essential then they should be internally located, open 'brick bond' or lattice pattern. Externally mounted shutters will be resisted, as will solid and/or perforated grills regardless of location. Small panelled windows are less prone to wilful damage than large sheets of plate glass.



Image of bad grill shutter installations

Development Guidance: Special Guidance for Shop Fronts in Historic Areas

4.113 The following guidance applies to shopfronts in Conservation Areas and in particular the Tamworth Town Centre Conservation Area:

- The provision of a shop front will be a requirement for all new development which fronts onto retail streets with the Town Centre. Active frontages, including doors and windows, should be provided elsewhere in the Conservation Area(s). This is a necessary requirement because it ensures the protection of the historic townscape and retains the potential for future retailing in the area.
- New or altered shop fronts should be designed so that they integrate with the surrounding buildings and historic character of the area generally. The council encourages the use of traditional materials and designs in shopfronts and where possible, historic features should be retained or restored.
- Non – traditional extruded materials will not be permitted for shop fronts within conservation areas without appropriate justification.
- A shop front must reflect the geometry and character of the host frontage.
- Shopfronts and fascia boards should not dominate the shopfront facade or conceal historic building features.
- Facia signage to historic shopfronts should be complementary and should reflect the age and character of the host building.
- The design of shop fronts for buildings in historic areas should avoid large plate glass and shallow stall risers.
- Replacement shopfronts within historic buildings should be appropriate to the age of the host building.
- It is important that shopfront and fascia design in general and in conservation areas in particular can justify how they will result in the enhancement of the conservation area.

- Hanging, bracket mounted, signs with a historic character will be acceptable subject to position and design quality. Only one sign will be permitted per shopfront, it must be placed above fascia level and should not obscure architectural or historic features or neighbouring fascias.

Internally illuminated signs will not normally be acceptable on historic shopfronts.

Advertisements and Signs

4.114 Signs and advertisements are a long-established feature of the urban environment. All advertisements are intended to catch the eye of passers-by, if only fleetingly. Outdoor advertising should make a positive contribution to the visual environment and through good quality design, help create a lively atmosphere of colour, variety and interest which is essential to the prosperity of an area.

4.115 Poorly-designed and badly located adverts and signs have a negative impact on the built environment. Therefore, it is important that advertisements and signs are a conscious consideration and are integrated into the overall design of a development.

4.116 Advertising and signs should not impact the visual amenity of the surrounding area and should not pose any danger to highway safety.

4.117 The material, lighting, colour and scale of the advertisements should relate to the building and development they are attached to. Applicants are advised to think about advertisements and signs at an early stage of the design process in order to ensure integration. The following guidance should be applied:

- Main advertisements and signs should normally be located on the most visible frontage of the premises (subject to an assessment of impacts).
- Multiple adverts on the same building should be avoided.
- Signs should be of an appropriate size for the building on which they are displayed and should not seek to dominate or visually detract from those buildings.
- The visual clutter of a mixture of sizes and styles of signs and advertisement boards must be avoided.

High Level Signs

4.118 Non-illuminated high-level signs will generally be acceptable in the industrial or commercial areas of the town, providing that they are designed to complement the building on which they are displayed and do not dominate the building or surroundings. Such signs should be restricted to the name or logo of the company occupying the building.

4.119 Signs which would face directly onto residential areas will be resisted where they detract significantly from the character of, or outlook from, those areas. Within shopping areas, signs will not normally be approved above ground floor level, particularly if illuminated.

4.0 Development Guidance

Hoardings

4.120 Advertisement hoardings will not normally be acceptable in residential areas or where they would be readily visible from nearby residential properties. Elsewhere, advertisement hoardings will only be acceptable where they would not adversely affect the appearance of the area and will not be acceptable within conservation areas or within the settings of other designated heritage assets:

- Hoardings around vacant or derelict sites without the benefit of detailed planning permission for development will require advertisement consent.
- Hoardings should not be sited where they will interfere with the interpretation of traffic lights or road signs, or otherwise be distracting to road users.

Flag Signs

4.121 An application for flag signs will be considered with respect to the amount of other advertising on (or proposed for) the primary building and its forecourt:

- Flag signs will be kept to a minimum and flagpoles positioned in such a way to complement a building development, rather than dominate and create visual clutter.
- The maintenance of flags is especially important as they tend to be displayed on a permanent basis in all weathers and can become torn and unsightly.

Projecting Signs

4.122 Only one projecting sign for each retail unit in shopping areas will normally be permitted, in order to avoid visual advertisement clutter:

- Such signs should not project more than 0.8m from the face of the building and should be at least 2.4m above ground level to prevent danger to pedestrians.
- These will normally be permitted at the same level as the main fascia.
- Projecting signs should reflect the established rhythm of the street.
- In commercial or industrial areas, projecting signs should complement the existing signage on the building and not dominate the façade or the street scene.

Freestanding Signs

4.123 “A” Boards and other displays on pavements outside shops are not only illegal under the Highways Act 1980 (as they are obstructing a public highway) but are a dangerous and unwanted obstruction to disabled people, pushchair and pram users and the elderly. These types of sign are unacceptable.

Illuminated Signs

4.124 Proposals for illuminated signs will not be acceptable where the illumination is harmful to the amenity of the area, or intrusive to any adjoining residential areas or properties:

- Intermittent (flashing) signs will not be acceptable.
- Illuminated signs will normally be restricted to fascias and projecting signs and should not conflict with the operation of the highway.
- Within industrial areas, illuminated signs may be allowed, providing that they do not face onto any adjoining residential areas or are likely to interfere with the interpretation of any traffic signal or sign.

- In predominantly retail areas (outside conservation areas), such as Ventura Park, illuminated signs can add colour and interest at night if carefully sited and designed. Illumination is also important in terms of security and safety and can make an area less intimidating after dark.
- In some retail areas, illumination can be intrusive to nearby residential properties, particularly outside normal working hours. In these circumstances, the council will consider whether consent should be refused or whether a restriction on the hours of illumination would be appropriate.
- Laser adverts will not be acceptable.
- In conservation areas facade lighting should be located within concealed recesses and should reflect the age and character of the host building.

External lighting

4.125 External lighting schemes should be avoided where these result in the following:

- Sky glow – the orange glow seen around urban areas caused by a scattering of artificial lighting by dust particles and water droplets in the sky;
- Glare – the uncomfortable brightness of a light source when viewed against a darker background; and
- Light Nuisance – light spilling beyond the boundary of the property on which a light is located.

4.126 Planning permission will be required where external lighting schemes, including floodlighting, require an engineered design and installation and where the scheme impacts upon the character of a conservation area and/or the setting of a listed building.

4.127 External lighting schemes should; avoid light pollution and avoid impacting upon the amenity of residential neighbours.

Maintenance

4.128 All outdoor advertisements are required to comply with the standard conditions imposed by the Control of Advertisements Regulations:

- Any advertisement must be maintained in a clean and tidy condition.
- For advertisements on shops, it will be in the retailers' interests to keep the premises clean and tidy.
- However, some advertisements are displayed on isolated sites which can attract litter or rubbish, or the advertisement itself may become covered by graffiti.
- It is important that owners of such sites regularly maintain both the sites and the advertisements.

Advertisement Consent

4.129 When applying for advertisement consent:

- Elevational drawings of the proposed advertisement(s) will be required and drawn to scale, showing a site location plan as well as its size and position on the land and/or building in question.
- Signs on buildings should be shown in the context of the complete building elevation and its relationship with adjoining properties, photographs and photomontages will assist.
- Full details of materials and colours to be used will also be required, together with means of illumination, where relevant.

4.130 Before displaying any advertisement, written consent from the property owner must be obtained.



Appendix A

Heritage Guidance



A Heritage Guidance

Conservation Areas

Conservation Areas are areas of special architectural or historic interest. They do not just focus on the buildings, but also on the overall setting and character of the area, including trees, street furniture, street layout etc. They are a national designation, meaning that they are of national importance and not of just local importance.

Development in Conservation Areas

When proposing development in a Conservation Area the following steps can be taken to assist the preparation of a positive application and minimise the likelihood it will be refused and/or face objections:

1. Read the relevant Conservation Area Statement and incorporate the recommendations it provides.
2. Read any relevant management plans and consider how to incorporate management strategies in your proposal.
3. Review the guidance from Historic England.
4. Consult with the relevant Conservation Area Advisory Committee for any additional advice or guidance.
5. Prepare a plan and contact the council's Planning Team for a pre-application meeting.

Generally, development (including demolition) within a conservation area will need to have Full Planning Permission. The Planning Team may in exceptional cases consider an Outline Application. Where development is likely to affect the special character of the conservation area, the Planning Team may require a Townscape (or Landscape) and Visual Impact Assessment which explains the nature and severity of any visual change.

Tamworth's Conservation Areas

There are currently seven Conservation Areas in Tamworth of these four are covered by Article 4 Notices with effect Permitted Development Rights.

These are as follows:

- Dosthill
- Hospital Street
- Town Centre
- Victoria Road & Albert Road (Article 4 Notice)
- Wilencote (Article 4 Notice)
- Amington Green (Article 4 Notice)
- Amington Hall Estate (Article 4 Notice)

Conservation area appraisals and management plans for all Tamworth's conservation areas can be found at:

<https://www.tamworth.gov.uk/conservation-areas>

Listed Buildings & Structures

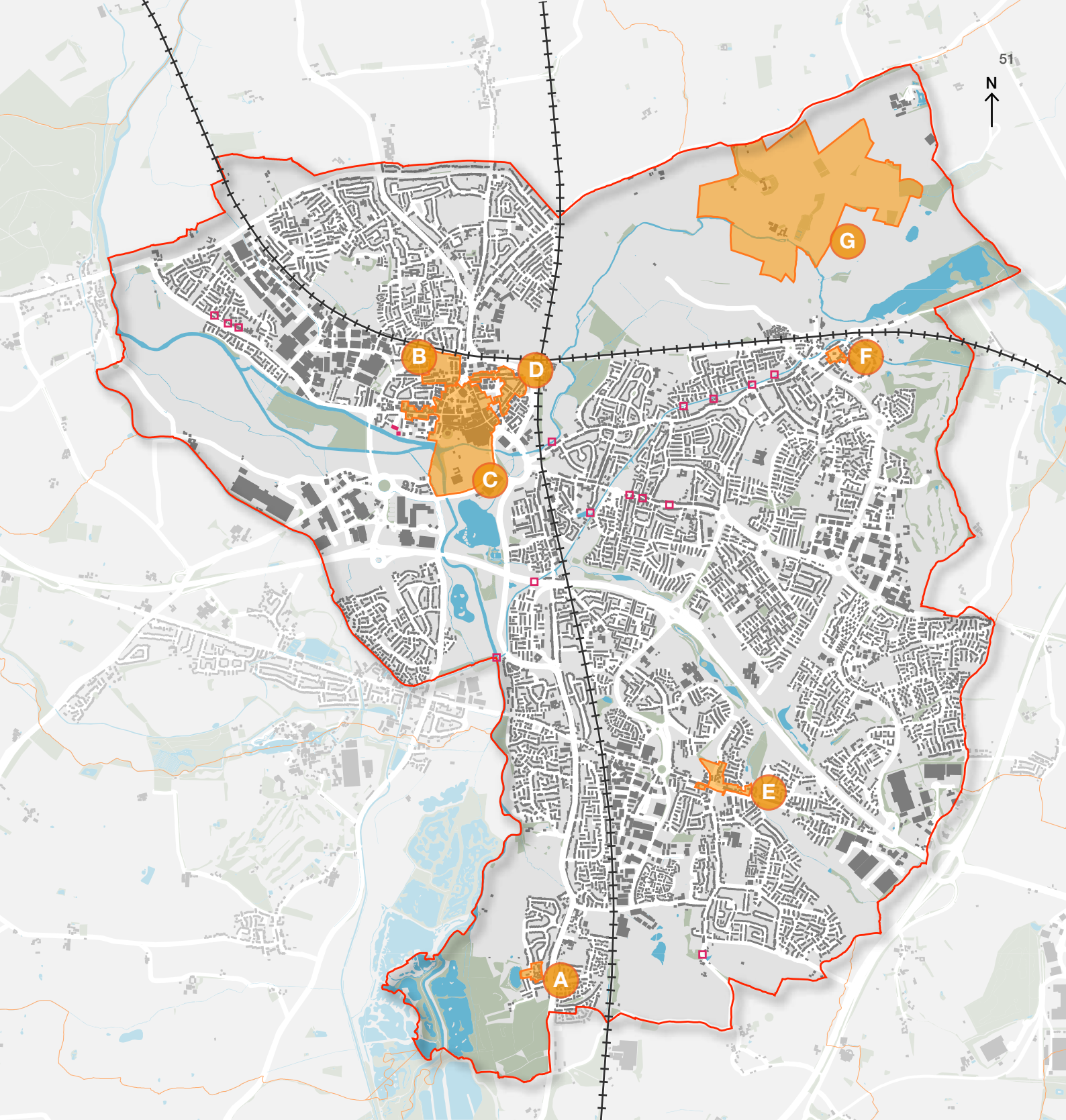
Listed Buildings are nationally designated buildings that are recognised for their architectural or historic importance. Listed Buildings have to be approved by Historic England and recommended to the Secretary of State to make a decision on designating them. There are three categories on the statutory list.

These are as follows:

- Grade I - Buildings of exceptional interest,
- Grade II* - Buildings are particularly important buildings of more than special interest
- Grade II - Buildings that are of special interest and the most likely grade of listing for a home owner.

Consent and validation requirements Listed Building Consent

The Listing of a historic building or structure confers on it a recognition of its national heritage value. Any works that might lead to harm or loss to the heritage significance of a listed building should be avoided (and in the case of Grade I and II* wholly exceptional). Where change is necessary in order to provide the heritage asset with sustainable future care must be taken to minimise any harm and any intervention must be fully justified. Where loss or harm can not be justified (such as in the



Conservation Areas (Policy EN6)

- Tamworth Borough Boundary
- A** Dosthill Conservation Area
- B** Hospital Street Conservation Area
- C** Town Centre Conservation Area
- D** Victoria Rd & Albert Rd Conservation Area
- E** Wilencote Conservation Area
- F** Amington Green Conservation Area
- G** Amington Hall Conservation Area

A Heritage Guidance

case of facadism, unsympathetic extensions etc) it is unlikely that planning permission will be granted.

Any works to a Listed Building or any structure that constitutes part of the curtilage of a Listed Building (including later extensions, outbuildings and walls) will require Listed Building Consent and may in addition require Full Planning Permission.

Demolition is considered development in the context of Listed Buildings and will require the appropriate permission before approved works can be undertaken.

It is recommended that when considering development proposals that might impact upon the fabric and/or setting of a listed building that design support is sought from an appropriately qualified and experienced architect.

Heritage Impact Assessments

Heritage Impacts Assessments will usually be required to explain the nature of any proposed change to the fabric and/or setting of a listed building which might result from development.

The Heritage Impact Assessment must establish where heritage significance is located and how this is derived in a Statement of Significance. Understanding significance will allow the applicant to respond appropriately and to mitigate any possible harm through the design process. The Heritage Impact Assessment must seek to justify any residual harm to heritage significance.

Scheduled Ancient Monuments and Archaeology

There a number of Scheduled Ancient Monuments located within the Borough. These can be located at:

<https://historicengland.org.uk/listing/the-list/map-search?clearresults=true>

Works that affect a Scheduled Ancient Monument will require Scheduled Monument Consent and may in addition require Listed Building Consent and Full Planning, dependant upon the designation of the site and the nature of any proposal.

Tamworth Borough Council does not have an archaeologist on its staff. Any enquiries regarding archaeology and scheduled monuments are handled by Staffordshire County Council who can be contacted at: her@staffordshire.gov.uk

It is recommended that Historic Environment Record report is commissioned from Staffordshire County Council and used as part of the evidence base to support any Heritage Impact Assessment.

Locally Listed Buildings

The Council maintains a list of locally important heritage assets, which in its current form has been adopted and therefore form part of the Local Development Framework for the Borough. When a building or site is added to the Local List, it becomes a 'non-designated heritage asset,' however it does not give any additional planning controls (unless an Article 4 Direction has been added) or need for further applications, such as with nationally Listed Buildings which require Listed Building Consent. However the designation of a building on the Local List requires consideration to be given within the planning determination process as to the need to consider their conservation, and look to preserve and enhance their significance.

Details of Tamworth's Locally Listed Buildings can be found at:
<http://www.tamworth.gov.uk/locally-listed-buildings>





Appendix B

Climate Change Considerations



B Climate Change Considerations

Climate Change considerations

Developments must be sustainable and strive to reduce environmental impact to counteract the negative effects of climate change.

New development must be well connected and provide a permeable layout with a mix of uses within easy walking distance that will reduce the need to travel by car, that will in turn reduce fuel consumption, improve air quality and enhance the health and well-being of residents.

Whole life cycle costs should be considered in the design and construction processes. This should include implications during the extraction, manufacturing, transportation and installation of materials as well as demolition processes. These impacts should be balanced by the carbon savings experienced from the performance of the materials used in the construction and operation of the new home.

Considerations:

- Re-using and refurbishing existing buildings rather than demolition and new build
- Use of locally sourced materials to reduce transportation as well as support local businesses
- Alternatives to cement based products as well as concrete products in the manufacture of construction materials
- Prioritise use of recycled and re-used locally sourced materials and waste products from on-site demolition
- Modern Methods of Construction where elements of the building fabric are manufactured elsewhere within a controlled factory environment.

Benefits of these systems include enhanced building performance and efficiency through higher levels of quality control, reductions in waste and time savings achieved through automated and concurrent processes leading to a quicker turnaround of completed properties.

Sustainable design and construction methods present opportunities to reduce energy use. The spacing of buildings and the orientation of streets and public spaces must be carefully considered in the context of wind generation. Buildings that are spaces far apart or buildings that are taller than the surrounding buildings will increase gusts, funnelling and potentially create eddies and vortexes. This will create uncomfortable public spaces and will exacerbate heat loss from buildings. Where there is potential to create such impacts, it will be important to create shelter through planting and provision of other screening structures.

Apartments and terraced properties retain a higher thermal mass than detached buildings. Lesser amounts of external wall areas and floor areas help to moderate temperatures and minimise heat loss. Homes should allow natural cross ventilation and cooling in summer.

The arrangement of rooms and windows should consider sun path and prevailing winds and thereby reduce the need for artificial lighting, heating and cooling by locating living rooms and large windows on the warmer aspects and minimising windows on the cooler aspects. Windows should be double or triple glazed and include shutter or louvres to provide additional insulation and reduce solar gain. Mains water use should be reduced through measures that control flows or encourage recycling through apparatus such as water butts for collecting and using rainwater as well as grey water recycling.

Sustainable urban drainage systems are encouraged that are integrated into the design of a place and provide diversity in the public realm. These public spaces should enhance the natural environment through tree planting, habitat creation and permeable paving that reduces surface water run-off.

Buildings should be capable of evolving to meet the changing needs of occupiers. Such measures could allow repositioning of features such as walls or doorways to allow disabled access or the installation of through floor lifts or stairlifts. The additional flexibility would help to provide lifetime homes standards with added consideration of

entrances and entrance level facilities, parking facilities, provision for hoists, circulation space and fitting of handles, electrical points and controls etc.

Decentralised energy systems through District Heating Systems or Combined Heat and Power systems in suitable locations would assist in improving the efficiency of energy distribution. The opportunity to generate heat in a central location and distribute it to different buildings in the locality providing efficient space and water heating should be exploited where opportunities exist. Where the heat generator is a renewable source this would deliver enhanced benefits.

Combined heat and power systems extract waste heat from the process of burning fuel to create electricity to transfer the energy to heat homes and water. CHP systems are most efficient at a district or community scale and in dense mixed use developments. Micro-CHP systems are also evolving to a domestic scale that could provide an alternative to traditional heating systems but also provide electricity.

Orientation of dwellings to stay within 15 to 20 degrees of due south presents a potential to maximise light and solar gain in addition to allowing for efficient installation of solar photovoltaic and solar water heating systems. It is particularly important that roof space is not shaded by parapet walls, flues and chimneys or street trees and lighting columns that will affect the efficiency of a system or considerably reduce the amount of useable space. The installation of photovoltaic panels is strongly encouraged and in-roof mounted panels are preferred in sensitive locations as they are less intrusive. On roof photovoltaic panel systems are strongly encouraged and preference should be given to black panels with black frames and the use of black mounting systems. The authority would discourage the installation of small systems (less than 2kilowatt hours peak) that deliver little real benefit to the occupier. Due to these systems being of a bespoke design and specification installers should aim to maximise the size of a photovoltaic array as a retrofit expansion would require an almost complete system replacement.

Developers should offer the option of a bespoke system to potential buyers and include the option

of water and space heating from residual output from the array as well as hybrid systems that allow on-site storage of surplus electricity for re-use in the property. Intelligent heating controls should be incorporated that allow occupiers to control space and water heating remotely. Intelligent monitoring of on-site generation to prioritise the distribution of electricity to appliances to eliminate export to the grid would be encouraged. The selection of appliances that integrate and work alongside these monitoring systems that cycle programmes according to electricity production and availability (where available) should be prioritised or at least offered as an option to potential buyers.

Ground source and air source heat pumps extract heat from below ground or from latent air to interact with a refrigerant liquid to heat air or water for central heating or hot water supply. Ground source heat pumps are in overall terms more efficient and provide outputs suitable for underfloor heating systems. Air source heat pumps efficiencies are influenced by outside air temperature but are however cheaper and easier to install and efficiencies are improving.

The various processes within ground source and air source heat pumps produce a higher amount of heat than the initial input which can then be transferred into space and water heating for use in the home. Heat pumps work on a continuous cycle and although require electricity their output is two to three times the initial input. Heat pumps should be installed in well insulated homes that are also air tight to ensure that efficiency is maintained and heat loss is avoided given that the temperatures achieved for heating are lower in comparison to traditional systems. On cold winter days, supplementary heat may be required from another source. The savings achieved from these systems, particularly if installed alongside a photovoltaic array will be attractive to potential buyers. These systems also have less moving parts that should make them more reliable and also they do not require an external vent and therefore do not pollute. There will need to be consideration given to the location of heat pumps as they generate noise in operation. Ideally, they should be located away from bedrooms and other areas sensitive to noise and maintain separation from neighbouring properties.

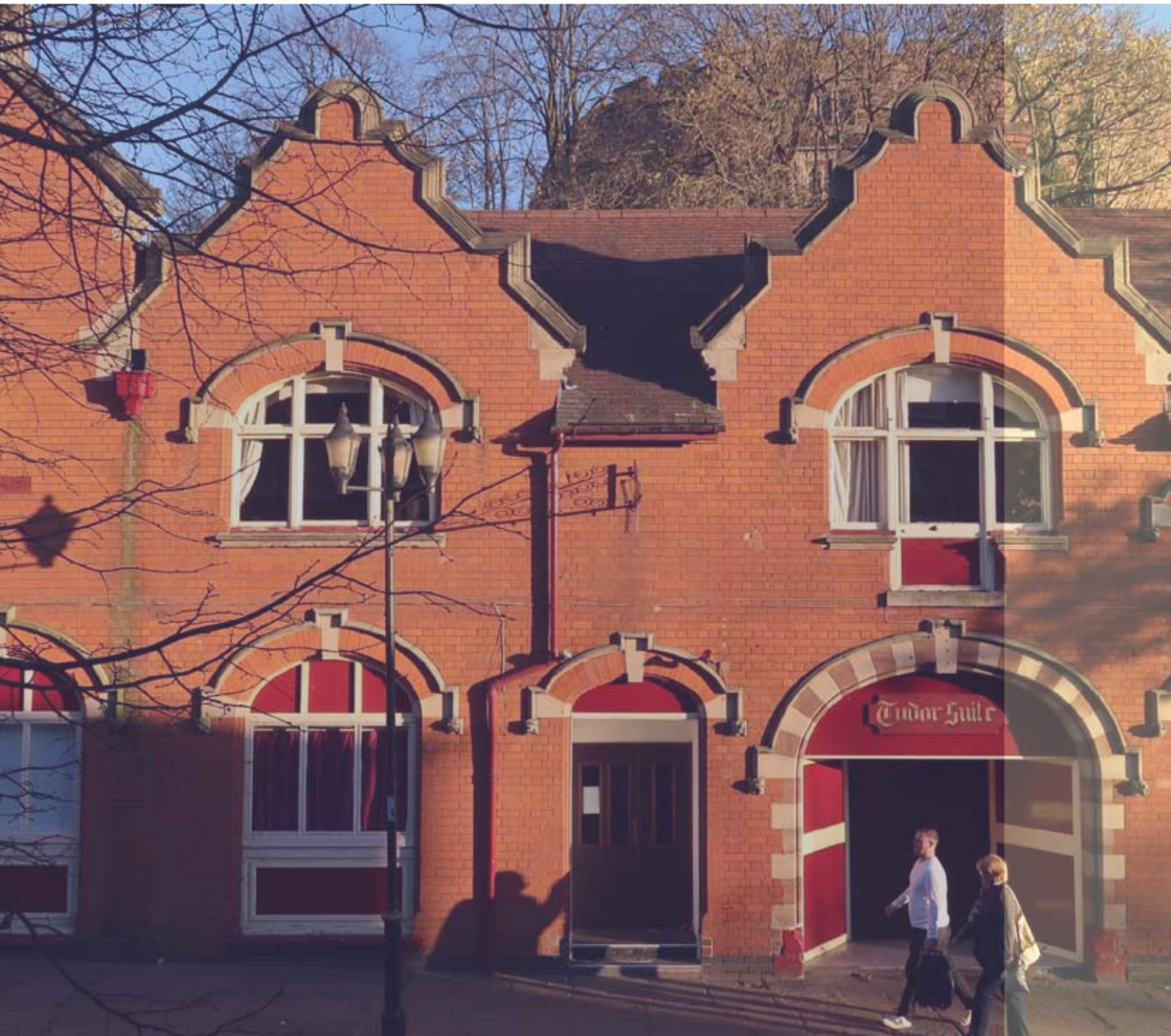


Appendix C

Glossary



C Glossary



Appendix D

Additional Useful Guidance



D Addition Useful Guidance

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Tamworth
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Nottingham
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