

Design of New Commercial & Industrial Development

Supplementary Planning Document

February 2006



Halton Borough Council

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This guidance note should be read in
conjunction with the relevant policies of the
Development Plan.

“Good design is crucial in Halton, not only to create new areas where people live and work but to breathe life back into places suffering from economic and social decline. By seeking good quality buildings and public spaces we can contribute to restoring community identity and civic pride; and attracting people, investors and visitors to the area.”



Tony McDermott
Leader of Halton Borough Council

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1

Purpose

- 1.1 The purpose of this Supplementary Planning Document (SPD) is to complement the Halton Unitary Development Plan (UDP), to provide additional practical guidance and support for those involved in the planning of new development within Halton Borough to: -
- a. *Design new industrial and commercial developments that relate well and make a positive contribution to their local environment;*
 - b. *Seek the use of quality materials which respond to the character and identity of their surroundings and reduce environmental impact such as through energy efficiency; and*
 - c. *Create better, more sustainable places where people will want to work.*
- 1.2 By stating this purpose, the Council will seek to improve through its function as a Local Planning Authority any development proposal that does not provide for, or meet the principles encouraged and required within this SPD and the Halton UDP.

HARROW
ESTATES



2

Policy Background

- 2.1 This SPD has been produced to ensure that through its function as a Local Planning Authority, the Council complies with national and regional guidance and advice and contributes, wherever possible, to meeting the priorities of the community it serves.

National Policy

- 2.2 Planning Policy Statement 1 (PPS1): Creating Sustainable Communities, states that 'good design ensures attractive, usable, durable and adaptable places and is a key element in achieving sustainable development. Good design is indivisible from good planning.' It goes on to say that 'Planning policies should promote high quality inclusive design in the layout of new developments and individual buildings in terms of function and impact, not just for the short term but over the lifetime of the development'.
- 2.3 Planning Policy Guidance Note 4 (PPG4): Industrial & Commercial Development, states that one of the Government's key aims is to encourage continued economic development in a way which is compatible with its stated environmental objectives. Economic growth and a high quality environment have to be pursued together.
- 2.4 National Planning Policy Statement 12 (PPS12): Development plans in the planning system states that local authorities must include policies on design and access. It states that "well designed development responds well to the local physical, social and economic context, being safe, clean, attractive accessible for all users".

Regional Policy

- 2.5 One of the objectives of the Regional Spatial Strategy (RSS) for the North West is to secure high environmental and design quality within the Region, this is re-emphasised in one of the Core Principles. Policy DP3 states that local authorities should set guidance that ensures innovative design that creates high quality living and working environments.

Local Policy

- 2.6 The Halton Unitary Development Plan (UDP) contains a number of strategic aims and objectives. These are set out in Part I of the UDP. In relation to the built environment these include improving the design of buildings and encouraging the use of energy efficient design. At the centre of these strategic aims and objectives is the desire of the Council to create sustainable places that all people will want to live and work within.
- 2.7 This SPD supplements policies BE1: General Requirements for Development, BE2: Quality of Design and Policy E5: New Industrial and Commercial Development, of the current Halton Unitary Development Plan (UDP) and will form part of the Halton Local Development Framework (LDF). Policies BE1, BE2 and E5 are likely to be relevant for all industrial and commercial developments however, other policies within the UDP may also be relevant to some developments so this SPD. Therefore, this SPD should be read in conjunction with all the relevant policies of the Development Plan. For certain areas of the Borough this document should also be read in conjunction with other SPDs including Halebank Regeneration Action Area and Ditton

Strategic Rail Freight Park.

- 2.8 This SPD is intended to contribute to the priorities, principles, objectives and targets of the Halton Community Strategy, 2002/03 to 2005/06. This strategy coordinates the resources of the local public, private and voluntary organisations towards common purposes. The Strategy identifies 'safe and attractive neighbourhoods' and 'urban renewal' as two of five priorities. Within this there are a number of objectives of particular relevance to this SPD. These are: to promote sustainable development; to improve the overall image of the Borough in order to attract regenerative investment; to ensure a high quality of attractiveness and maintenance of the public realm; to ensure high quality design and landscaping throughout the Borough and to ensure progressive and sustainable environmental improvements in all areas of the Borough reflecting the priorities of the public.

3

Understanding the Issues

Design

- 3.1 Design is a subjective issue and we all have our preferences, but most would agree that well-designed developments are those that add something to the environment. In general terms a well-designed new development will sit well within older well-designed buildings provided that the wider context such as scale and quality and colour of materials is appreciated and respected.
- 3.2 Design can be key to the success of a building or development not just because our lives are connected through our common built environment, but good design can bring economic benefits to both developers and occupiers. This issue is emphasised by research published by the Commission for Architecture and the Built Environment (CABE) which explored the benefits of investing in urban design in 'The Value of Urban Design' (CABE 2001) and observes that good design can:
- improve rental returns and enhance capital values on property for investors;
 - attract investors, pre-lets and speed up sales for developers;
 - improve employee performance, health and satisfaction for occupiers;
 - improve environmental quality and amenity for users and the wider community; and

- encourage opportunities for designers to exercise their skills and be more imaginative and innovative.

Industrial Legacy

- 3.3 Halton already suffers from the legacy of the early chemical industry, which is a powerful example of unsustainable development, which has left the Borough with a significant problem of derelict and contaminated land.
- 3.4 It is important that the current and future industrial and commercial developments in the Borough do not lead to future generations experiencing the same legacy.
- 3.5 The continued redevelopment of brownfield land helps to recycle previously developed sites, remove dereliction and improve the appearance of many run down areas. In terms of brownfield / greenfield split, the total areas of development were 8.38 ha (completed brownfield employment development) and 6.54 ha (completed greenfield employment development) for the year 2003/4. For the second year running brownfield completions have continued to be higher than greenfield.



4

Guiding Principles

4.1 Better designed buildings, landscapes and places contribute towards more productive employees, a healthier and happier workforce, and communities more committed to the maintenance and improvement of their surroundings.

4.2 By Design, Urban Design in the Planning System: Towards Better Practice, is aimed at promoting higher standards in urban design and it is intended as a companion guide to the PPGs. It does not provide policy, but encourages better design. By Design summarises the objectives of urban design as:

- **Character** - A place with its own identity
- **Continuity and enclosure** - A place where public and private spaces are clearly distinguished
- **Quality of the public realm** - A place with attractive and successful outdoor areas
- **Ease of movement** - A place that is easy to get to and move through
- **Legibility** - A place that has a clear image and is easy to understand
- **Adaptability** - A place that can change easily
- **Diversity** - A place with variety and choice

- 4.3 Inclusive Mobility: A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure (DoT, 2002) this document intends to provide inclusive design and through that achieve social inclusion.
- 4.4 Securing the future: delivering UK sustainable development strategy, sets the Government's sustainable development agenda. It sets the following guiding principles for sustainable development:
- Living within environmental limits
 - Ensuring a strong, healthy and just society
 - Achieving a sustainable economy
 - Promoting good Governance
 - Using sound science responsibly
- 4.5 The Environment White Paper "This Common Inheritance" emphasised the relationship between economic growth and the environment when it said that "economic growth is not an end in itself. It provides us with the means to lead better and fuller lives. There is no contradiction in arguing both for economic growth and for environmental good sense. The challenge is to integrate the two".
- 4.6 The objectives and principles provided by these documents along with the issues highlighted in the previous section have been brought together in order to provide the guiding principles for this document.

General Principles:

Requirements for Development

- **Good Quality Design** - in all locations
- **Materials** - relating to the surrounding character, good quality and energy efficient
- **Landscaping** - robust, functional and effective
- **Boundary Treatment** - good quality and finish
- Internal and well organised **storage and refuse areas**
- **Access** - Safe and provision for cycles and pedestrians
- **Sustainability** - Accessibility to public transport and production of Travel Plan
- Appropriate end use for site and UDP Policy designation
- Acceptable interface and relationship with existing surrounding uses
- **Public Art or focal feature** - required on prominent or gateway sites

5

Character and context

Objective

To promote character in townscape and landscape by incorporating locally distinctive patterns of development, landscape and culture within any industrial and commercial development.

Design

- 5.1 **The character of the local area must be identified** through site appraisals and urban design analyses. Where there are no established locally distinctive patterns of development the Council will expect the development to create a locally distinctive environment, which incorporates all of the best practice as set out in this guidance.
- 5.2 **Planning permission will only be granted for new buildings which are of high quality design and are appropriate for the use and context.** The design of any building, even the simplest industrial shed, should always make some positive visual contribution to its environment.



Visual interest added to basic building forms through the use of feature glazing.

Imaginative design, individual expression and variety in architectural style, where appropriate to the context, will be required.

- 5.3 All parties involved in the planning and development of a new industrial or commercial development must **incorporate inclusive design** within their developments. 'Inclusive design' is not a fixed set of criteria - it is a constantly changing thing. The goal is to create environments that everyone can use equally.
- 5.4 All applicants will be encouraged to submit access statements with their applications. An access statement shows why particular solutions have been decided upon and how the duties within the Disability Discrimination Act (DDA) have been met. The Council's Access Officer can be contacted for further information relating to access and inclusive design.

Context

- 5.5 Planning permission will only be granted to developments which are of an appropriate height, scale and mass. The scale of the development or building will be largely dependent upon the location and size of the site but also its position within the hierarchy of the built form. It should also relate to the width and importance of the space which they enclose. For example, at a gateway position may demand a greater mass, along with a higher quality of design and materials, than its neighbours, whilst an infill development may require a 'quieter' building, which is more responsive to the prevailing storey heights and articulations.
- 5.6 **Development will not be permitted**

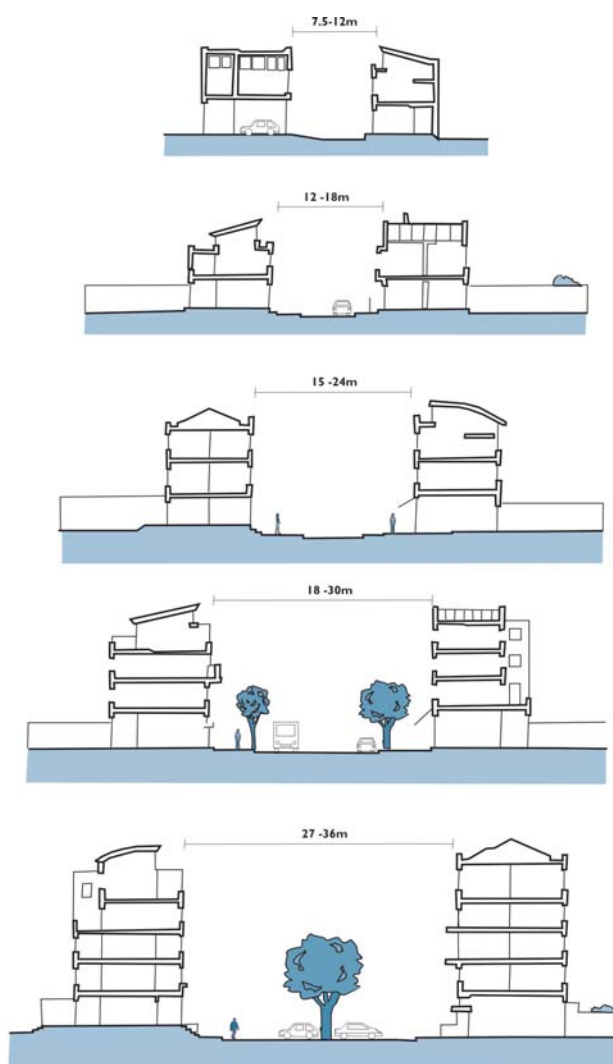


Diagram 1: The scale of buildings should relate to the width of the street.

where it is considered to have a **detrimental impact on the townscape or landscape** of the area. The impact should also be assessed in long views and views from higher ground. New industrial and storage buildings are often large structures and as a result they can have a major impact upon the character of an area, particularly if sited in prominent or isolated locations, where they may be visible across considerable distances.



Diagram 2: Consider the impact of development on the townscape

(Source for Diagram 1 & 2: By Design - Urban Design in the Planning System: towards better practice, DETR)

5.7 Consideration must be given to the historic environment within or adjacent to any new industrial or commercial development particularly listed buildings, scheduled monuments, conservation areas and other locally important buildings, features or areas. UDP policies BE1 and BE4 - 15 provide further guidance.

5.8 Consideration should be given to development proposals within a rural setting or adjacent open green spaces may benefit from additional planted screening or a significant area of soft landscaping to 'soften' or 'buffer' the impact of a new development in the natural environment.

Materials

5.9 **The Council will expect all materials and construction methods** used in any development to provide a visually attractive result. With local materials, building methods and details used in order to enhance local distinctiveness.

5.10 Development will only be permitted when the impact of colours and finishes of wall and roof materials are appropriate in relation to the background and context of the building.



The use of a carefully considered palette of materials can help to give development a distinct character. Where no precedent has been set the challenge is to use materials, whether they are traditional or modern, to create a high quality area with a distinct character. It is the degree to which any material is appropriate to its surroundings and its function that should determine its use.

Landscaping

- 5.11 An appropriate **balance of quality hard and soft landscaping** must be included in any new layout design. The correct mix will enhance the overall visual quality of spaces and encourages their usage, day and night. Landscaping can also be used to provide appropriate screening, which can be helpful with regard to the reduction of noise, visual and light pollution
- 5.12 New landscape design proposals will only be permitted where they harness & enhance existing built/ natural landscape features within their setting. For example,



the careful retention of healthy trees can give a sense of maturity to a new development and can be a significant asset to any development. Further information with regard to trees can be found in Leaflet 1 'Trees in Development', and can be obtained from the trees and woodlands officer at the details in Appendix 2.

- 5.13 Planting proposals should have regard to local conditions such as space, soils, light, drainage, and shelter. Where possible native species should be used.
- 5.14 The proposed landscaping scheme must be included with the application and shown on the proposed plans. Planning permission will not be granted where the site is over developed and the landscaping is piecemeal.

Checklist:

Character and Context

- ☐ Design
- ☐ Materials
- ☐ Landscaping

6

Continuity & enclosure

Objective

To promote the continuity of street frontages and the enclosure of space by development that clearly defines private and public areas.

Frontages

- 6.1 All new industrial and commercial development should relate to a common **building line**, in order to reinforce and define the street. Whilst well designed, bays and entrance features may project forward or back from a building line, without undermining the principle of continuity.

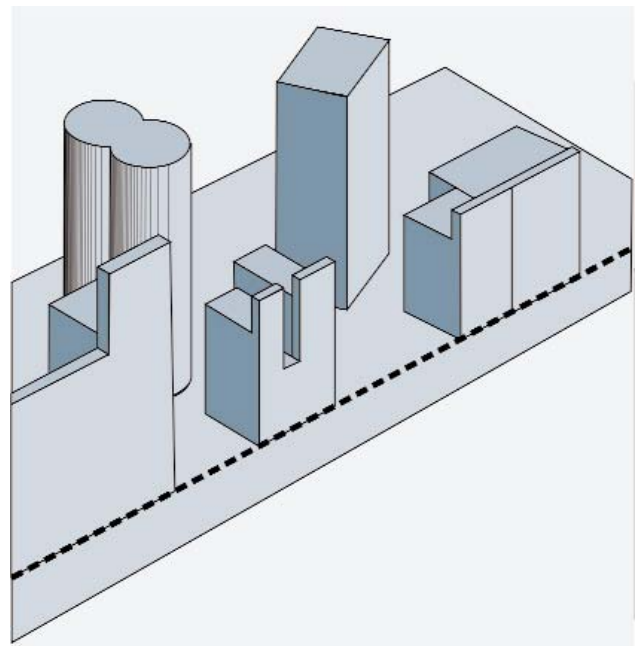


Diagram 3: Buildings which do not respect the building line

6.2 **All new development will be expected to create continuous active frontages and minimise blank walls and inappropriate fencing.** This will maximize informal surveillance as buildings with live edges and doors directly to the street, enable people to keep an eye on public space and make it feel safer. Halton Borough Council's 'Designing for Community Safety SPD' provides further detail relating to security issues and the techniques to design out crime. Integral components of an active façade will always include:

- **Signage** - can be used to identify a building and signal the extent of public, private and semi-public spaces. Appropriate signage on an active frontage also avoids the need for free standing signs, flags or banners, which are often used where buildings stand at the back of plots, and can result in unsightly and distracting clutter. It should be noted that signage might need formal consent. Halton's Shop Fronts, Signage and Advertising SPD provides further information relating to advertising and signage.
- **Boundaries** - the choice of boundary treatment can either add to, or detract, from the quality of the frontage. Planning permission will only be granted where the choice of material use is appropriate **to achieve both security and a good appearance.** Further information relating to the choice of boundary treatments can be found in the Designing for Community Safety SPD.

For example the palisade fencing shown below which has reduced visibility, due to the thickness of the upright, and is susceptible to crime as the rivets and bolts which hold the uprights to the horizontal bars can be either knocked out, or unbolted, which allows the upright to be swung to one side to allow access.

- **Entrances** - main entrances will be expected to be located on the street. If this is not possible then they should be directly visible, easily accessible and as close to the street as practically possible.
- **Fenestration** - Windows will also be expected to be located on the street, to create activity and improve surveillance.
- **Landscaping** - good landscaping work will be expected in all development to reinforce, the character of an area and add to the frontage of a property or development



Unattractive frontage created by the use of inappropriate fencing.

Car Parking

- 6.3 **Any new industrial and commercial development, and where possible all existing development, will be required to include** substantial elements of planting and a quality hard and soft landscaping scheme to improve the visual and environmental impacts of surface car parks.
- 6.4 **All commercial and industrial development will be expected to include car parking that is usable, safe and secure for both people and vehicles.** Car parks will be expected to be unobtrusive and not visually dominate any space. Large groups of parked cars that can be seen from a distance, should be avoided.
- 6.5 **Parking spaces for disabled people must be provided as close as possible to the main entrances of buildings.** The route from the parking area to the entrance must be direct and fully accessible.
- 6.6 Further details with regard to parking and parking standards can be found in the Halton Unitary Development Plan (UDP) and will be updated by the emerging Transport and Accessibility SPD.

Layouts

- 6.7 Detailed guidance on the design and specification for adoptable roads to serve industrial developments can be found in the emerging Transport and Accessibility SPD or can be obtained from the Highways Section.
- 6.8 A clear relationship between any new development and its surroundings must be established. **Generally, any new layout should be fully integrated into the surroundings** by linking and aligning roads, public transportation and landscape features, and reinforcing key elements of the townscape along streets.



Diagram 4: New development is well connected within the existing road layout.

- 6.9 A development's access and circulation should contribute to a network of direct and connected routes within and beyond the site rather than creating big blocks. With a simple and clear layout and streets that lead somewhere, in order to provide choice for employees and visitors and discourage "rat running" of vehicles.

Servicing

- 6.10 The scale, nature, and frequency of vehicles that service industrial businesses can be a major source of conflict with neighbouring activities, including other industrial uses. The design objective is to manage noise, disturbance and potential danger from deliveries, servicing and storage in order to reduce its impact on neighbours and the general appearance of the area. The best place for this to occur is within plots, behind frontage buildings.
- 6.11 When applied consistently, frontage buildings can help to produce a layout based on 'perimeter blocks'. Perimeter block developments **create an unambiguous distinction between public and private spaces.**

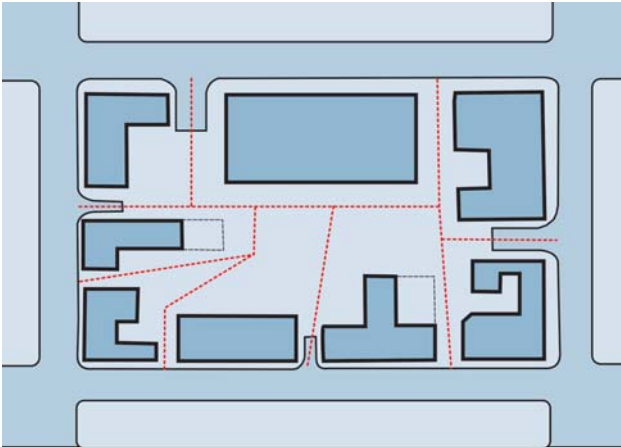


Diagram 5: Perimeter block development allowing for open storage and car parking without affecting the building line

Storage Containers / Temporary Buildings and Structures

- 6.12 Loading bays, bin stores, outdoor storage (where allowed) mechanical plant, and other operational and functional requirements will be expected to be incorporated into the overall design of the building, or development, and its landscaping. For example perimeter blocks allow building fronts to enclose the street, and outdoor activities, which are most often the source of disturbance in industrial areas, can be accommodated behind buildings.
- 6.13 The Council does not encourage the use of storage containers as a solution to the storage requirements of commercial companies.
- 6.14 The Council may accept the temporary provision of storage containers, buildings or structures providing the following requirements are met:
- The proposal complies with Policy BE23 of the UDP
 - The building or structure is of a good quality design and materials

- The container is colour coated appropriately with the agreement of the Council
- Highway Safety is not compromised
- The container is positioned as close to the main building as possible
- The container is suitably screened / landscaped

6.15 Outdoor storage, where allowed, must be screened from public view. Open storage of loose materials will not be permitted.

6.16 The Council will not accept continual renewal of temporary permissions and will seek a permanent solution from applicants in the longer term.



Checklist:

Continuity and Enclosure

- ☐ Frontages
- ☐ Car parks
- ☐ Layouts
- ☐ Servicing
- ☐ Storage containers / Temporary Buildings & Structures

7

Quality of the public realm

Objective

To promote public spaces and routes that are attractive, safe, uncluttered and work effectively for all in society, including disabled and elderly people.

Public Realm

- 7.1 Planning permission will only be granted where the layout of buildings and the open spaces around them will provide adequate outdoor amenity and service areas for the occupants, in relation to the type of use and size of the development.
- 7.2 The design of outdoor areas should be considered at the start of the development process. The public realm should always be designed to be usable and should consider:
- the arrangement of its paving, planting, lighting, shelter, signage and street furniture
 - the orientation and micro-climate
 - the way it is overlooked including the opportunities for crime and surveillance - Halton Borough Council's 'Designing for Community Safety SPD' provides further guidance on security issues and the techniques to design out crime
 - the routes which pass through it, into it and next to it



- 7.3 Works of art and well-designed street furniture integrated into the design of public spaces **give identity and enhance the sense of place**. This is supported by Policy BE2 of the Halton UDP, which encourages the provision of public art and the integration of art and craftwork into the design of the development scheme. The Council is currently producing a Public Art Strategy that will provide additional guidance and advice for developers.

Networks

- 7.4 **The Council will expect all new development to connect open space networks** with landscape elements, providing green corridor links to other sites and wider landscape. Policy GE6 of

the Halton UDP requires the protection of designated greenspace whilst policy GE11 encourages development adjacent to a "greenspace system" to strengthen the network through the creation of new spaces, habitats and linkages.

Biodiversity

- 7.5 A high quality public realm will **retain or develop the greatest possible biodiversity**



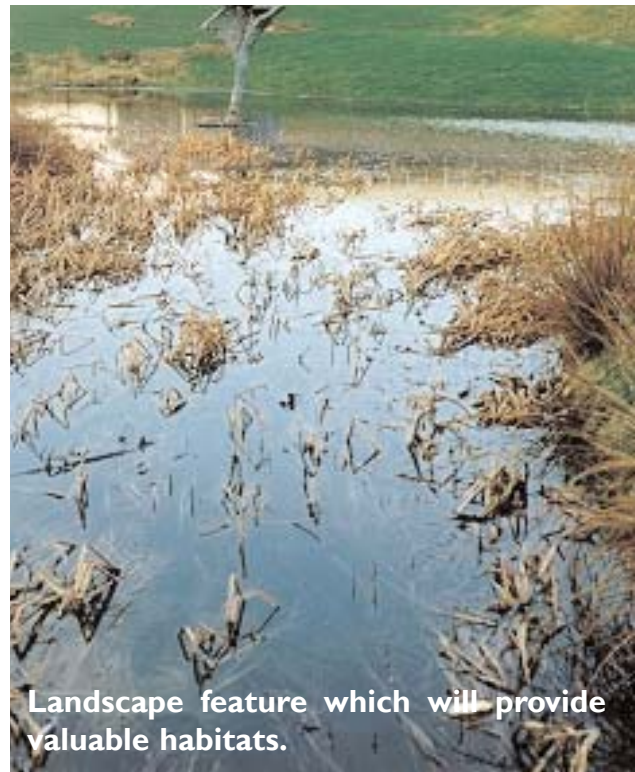


Use of street furniture and landscaping to create a pleasant outdoor space.

including habitats and features that may be of value for wildlife. This is especially important for any protected or important species on the site.

- 7.6 It should be noted that both greenfield and brownfield sites may provide valuable habitats for some species and therefore the Council may require an ecological survey to be carried out.

- 7.7 Where planning permission is granted the Council will expect provision to be made for the long term management of the habitats retained or created as part of the development. If a development is permitted that would involve the loss of



Landscape feature which will provide valuable habitats.

any habitat the Council would expect a suitable mitigation package to be provided.

Checklist:

Quality of the Public Realm

- ☐ Public Realm
- ☐ Networks
- ☐ Biodiversity

8

Ease of movement

Objective

To promote accessibility and local permeability by making places that connect with each other and are easy to move through, putting people before traffic and integrating land uses and transport.

Pedestrian Access

- 8.1 The convenience, safety and comfort with which people go to and pass through buildings, places and spaces play a large part in determining how successful a place will be. **The Council will expect pedestrian routes to be along clearly defined routes** that are direct, safe and as short as possible and fully accessible to all people.



- 8.2 **Planning permission will only be granted for developments which provide for the needs of everyone**, including people with disabilities and those with prams and

pushchairs. This includes dealing with approach and access to buildings, adequate and convenient parking for disabled people and use of colour and tactile materials to assist blind and partially sighted people. Designing for people with disabilities makes access easier for everyone and encourages more people to use public buildings and spaces.

- 8.3 **Walking distances between the development and public transport stops should be minimised.** Making public transport easier to use and available to as many people as possible. This is endorsed in Policy TP1 of the Halton UDP which states that 'no building within the development should be more than 400 metres walking distance from a bus stop or railway station'.

Cycle Access

- 8.4 **The Council will expect all new industrial and commercial development to provide convenient, covered and secure** cycle storage, as required by Policy TP6 of the Halton UDP, in order to provide viable alternatives to the car.

Cycle storage should not be hidden away behind buildings or tucked away in the corner of a car park as this reduces the attractiveness of cycling to potential users and increases opportunity for theft or damage to cycles. It is also appropriate to provide changing facilities and where possible showers and lockers as these can be vital in encouraging cyclists who are commuting over longer distances.

- 8.5 **The Council will expect all new industrial and commercial developments, and where possible existing developments, to create, or provide access to, safe and convenient cycle routes and pathways** to encourage the use of alternative modes of transport.
- 8.6 **Planning permission will not be permitted where building design or landscaping will restrict surveillance** of pedestrians or provide places to hide alongside pedestrian routes.

Transport General

- 8.7 **A transport assessment will be required,**



as part of a proposal for commercial/ industrial if the development is likely to have a significant impact on transport. Further details regarding when a Transport Assessment will be required and what will need to be covered, are provided in Policy TP14 of the Halton UDP and the emerging Transport and Accessibility SPD.

- 8.8 A green travel plan will be required as part of any major development or for a development which will generate a significant amount of traffic. The criteria for whether a green travel plan is required are set out Policy TP16 of the Halton UDP.



Checklist:

Ease of Movement

- ☐ Pedestrian Access
- ☐ Cycle Access
- ☐ Transport General

9

Legibility

Objective

To promote legibility through development that provides recognisable routes, intersections and landmarks to help people find their way around.

Recognisable Routes

- 9.1 Users and visitors to a site should be able to access a site easily and, on reaching it, be able to find their way around. **Main entrances, both to a site or a particular building, should be designed to be recognisable**, whilst the function(s) of the building should also be readily apparent to passers by.



Well designed and obvious entrance



9.2 **The Council will expect well-used pedestrian routes and desire lines to be incorporated** within a new layout to guide the form and siting of new developments and make it respond to where people feel they want to go.

9.3 Development that is sited so as to **enhance existing views and vistas**, and create new ones, can help people to find their way around. Landmarks are often a key element of views and vistas. These can be in the form of an innovative building, or a feature on a building such as the entrance, roof treatment, or window arrangement. Water features, sculptures or murals could also be used to create landmarks.

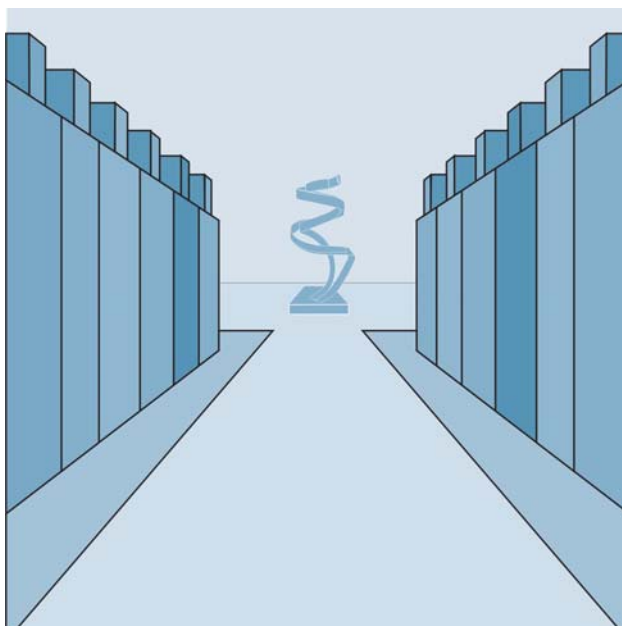


Diagram 6: Views

9.4 **Development will only be permitted where the most active uses are concentrated on main routes and around focal points.** This will contribute to the vitality of a place, as enabling both real and perceived access and mobility to your business is key to providing a prosperous business.

Identity

9.5 **The Council will expect new developments to create well designed and emphasised corners** to enhance legibility by generating visual interest. This will contribute to a distinctive identity and provide a point of orientation. If possible there should be a prominent entrance at the corner point. Buildings should face both streets and allow adequate sight lines for turning vehicles.

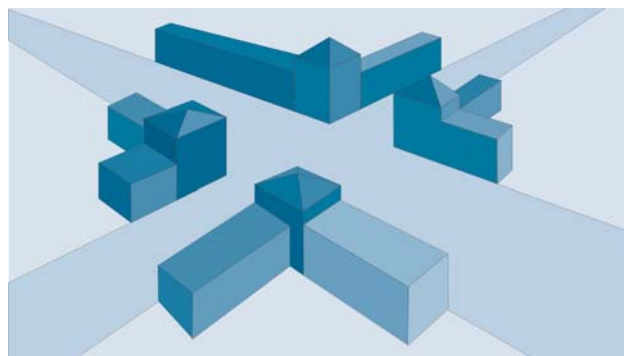


Diagram 7: Visual interest provided by corner developments

9.6 **All new development will be expected to create a sense of place** that not only contributes to the character of the area, but can also help with legibility, where people can identify with each individual area by its appearance. This can be achieved through a choice of distinctive materials, the design of signage, works of art and lighting.

9.7 **High quality, appropriate, co-ordinated signage will be considered acceptable in new development, provided it accords with the guidance set out in the Shop Fronts, Signage and Advertising SPD.** High quality signage can enhance identity and improve legibility, and a consistent signage style applied throughout the design of



High quality, clear entrance signage.

individual premises or estate can help establish a distinct identity both for each business and for the wider area whilst improving the overall legibility of the development.

Checklist:

Legibility

- ☐ Recognisable routes
- ☐ Identity

10

Adaptability & Diversity

Objective

To promote adaptability through development that can respond to changing social, technological and economic conditions and promote diversity and choice through a mix of compatible developments and uses that work together to create viable places that respond to local needs.

Adaptable

- 10.1. In order to avoid the destructive trauma of large-scale blight and dereliction, which is the legacy which can currently be seen across Halton, **all commercial and industrial developments should be adaptable** to the changing needs of occupiers, allowing businesses to grow, move and alter in accordance with an ever-changing economy. This requires a whole site approach to site layout and phasing as well as to the design of the buildings.
- 10.2. **The layout of the site and the design of the buildings must not create any unnecessary limitations** on potential future adaptability or linkage with future development sites. The buildings should be simple, robust and not tightly designed to a particular use, to allow for the greatest variety of possible future uses to be accommodated.
- 10.3. Traditional mono-functional commercial developments (industrial, business, office

and science parks) are prone to vandalism and crime due to their often segregated and remote layout, and operational constraints. **Create an appropriate mix of uses** (whether within a building, a street or an area), as variety can determine how well-used a place is, and what economic and social activities it will support.



Diagram 8: Mixed uses within a building.

- 10.4. Different uses can also attract people to use an area at different times of the day. However, an inappropriate mix will result in development conflict and incompatible of 'bad neighbour' situations.
- 10.5. **The Council will expect all new developments to use durable materials** that will withstand their environment and likely abuse with minimal maintenance and still provide an attractive appearance.
- 10.6. **Consider floor-to-ceiling heights and building depths**, in light of the need for flexibility to allow later conversion of a building to other uses.

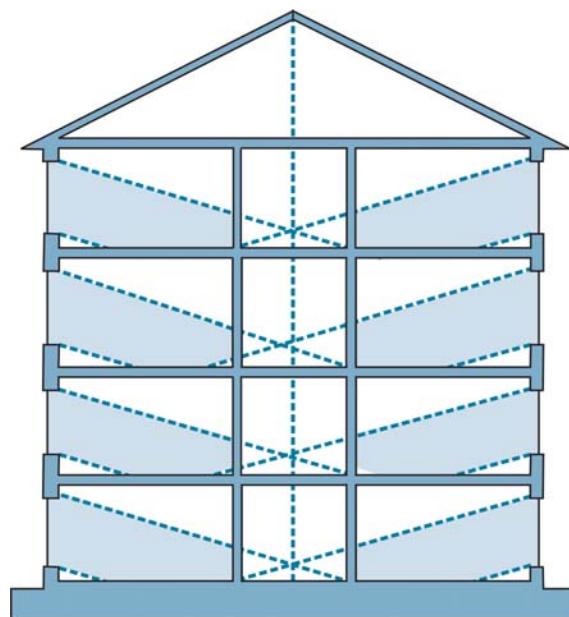


Diagram 9: Building depth allows for natural lighting, ventilation and adaptability

- 10.7. **Consider including flexible service areas** within buildings to accommodate changes in communications technology and allow for subsequent sub-division of the building.
- 10.8. **Plan the layout of the infrastructure servicing the development** (including water supply, sewerage, drainage, gas, electricity, cable, telephone, roads, footpaths, cycleways and parks) taking account of any existing utility services and any foreseeable changes in demand.

Diverse

- 10.9. **Create developments with a mixture, size and type of buildings**, with a view to accommodating a range of different uses over time.
- 10.10. **The Council will normally only permit development where industrial or commercial activity can occur without it adversely affecting other people or the general environment.** Buildings offer a much better barrier to external activity,

noise and visual pollution than fencing, especially when used in the 'perimeter block'.

- 10.11. **The Council will expect all new industrial and commercial development to use materials and designs that will minimise noise pollution.** As development will not be permitted which contains any noise source that is likely to cause a significant increase in noise levels during either day and night time when near to residential property or other existing noise sensitive land uses. Any development should include an adequate mechanical ventilation system to supply sufficient fresh air for patrons in the warmest weather, thus ensuring that sound proofed doors and windows remain closed.

Checklist:

Adaptability & Diversity

- ☐ Adaptable
- ☐ Diverse

11

Sustainability

Objective

To promote development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

Previously Developed Land

- 11.1 Halton Borough Council wishes to encourage the re-use of brownfield land in line with Government policy. However, it is important that any potential contamination does not endanger public health, the environment or the development. Therefore, developers will be required to investigate and if necessary, clean up (remediate) their sites prior to development to ensure that the land is suitable for the intended use, and that contamination from the site is not affecting the wider environment.
- 11.2 Applications for contaminated sites, which lack appropriate and sufficient documentation, will cause delay and may be refused due to lack of information. Further information in relation to contaminated land can be found in Appendix I: Guidance Note for Developers on Land affected by Contamination.
- 11.3 The Council will expect all new industrial and commercial development to be designed in such a way as to:

- **reduce air pollution and dust both in construction and operation.**

- **improve water quality and protect groundwater from contamination**, reed beds for waste water treatment are one example of how this could be accomplished.
- **minimise water consumption**, through the use of water meters, water efficient fixtures such as dual flush toilets or the use of simple "save-a-flush" devices in toilet cisterns, rainwater storage and use of 'grey' water. (Water savings of up to 30% can be achieved by reclaiming grey water from baths, showers and hand basins for non-potable purposes such as toilet flushing.)
- **minimise noise** through building design, traffic reduction, use of quieter technology, hours of operation.
- **minimise odours from buildings and plant.**
- **provide facilities for the minimization and management of waste.**

This supports policy BE1 of the Halton UDP and should reduce the effect on the amenity of the local people, the environment or the health of the public.

Water

- 11.4 On industrial plots there are often large expanses of hard paving, and it will be expected that the detailed design and layout of such areas will increasingly **embrace engineering concepts such as Sustainable Urban Drainage Systems (SUDS)**. The use of SUDS techniques reduces the potential of flooding on new and existing developments and, unlike traditional storm water drainage systems, also helps to protect and enhance ground water quality.
- 11.5 In areas at risk of flooding, the Environment Agency recommends that consideration be given to the incorporation of flood proofing measures into the design and construction of any development. There include barriers on ground floor doors, windows and access points and bringing in electrical services into the building at a high level so that plugs are located above possible flood levels.
- 11.6 Consider the use of green roofs, which can improve rainwater management, improve thermal building performance and provide a habitat for wildlife. (Broadly speaking, a green roof is one with plants growing on its surface. This could range from a spontaneously occurring moss and lichen covered roof to a full-scale roof garden that includes trees, shrubs and hard landscaping features.)
- 11.7 Development will not be permitted if it is likely to have an unacceptable effect on the water quality of rivers, lakes and canals or that causes a risk to the quality of groundwater.

Energy

- 11.8 All new developments must meet the criteria set out in Part L of the Building Regulations and should **aim to meet the highest standards for energy efficiency**, as tested by the Building Research Establishment's Environmental Assessment Method (BREEAM), aiming to achieve a rating of 'very good' in their overall energy efficiency. As set out in Policy BE1 **all development will be expected to:**
- **maximise energy conservation in buildings** by: using insulation; creating buffer zones; applying draft proofing measures; incorporating localised temperature controls; utilising weather breaking planting and using of condensing boilers;

- **generate power efficiently**, for example by using combined heat and power, heat/methane recovery from waste, solar panels, renewable energy; and
- **optimise passive energy use**, for example ensuring that window size, and outlook provide adequate natural lighting for the rooms that they serve.

The Council will encourage innovative designs, which make full use of sustainable building techniques. Such as:

- Grey water systems coupled with reduced water consumption.
- Utilisation of solar power including the use of, or allowance for future use of, photovoltaic panels
- Solar orientation - minimise areas of overshadowing and therefore maximise solar heating and daylight to save on energy and artificial light
- Use of 'conservatories' which can be 'opened up' to become decks and balconies in summer as an amenity for workers
- Incorporation of natural ventilation systems using stack ventilation with heat recovery
- Use of high levels of insulation
- Use of building materials derived from sustainable sources

Checklist:

Sustainability

- ☐ Previously Developed Land
- ☐ Sustainability
- ☐ Water
- ☐ Energy

12

The Planning Application

To ensure that the Development Control service for business is continued to be handled in an effective and efficient manners the Council has produced a Customer Charter for Business Applicants, this seeks to draw together for easy reference existing practices and procedures. The Charter explains what service they can expect from the Service and also guides the Officers of the Council to the level of assurances the customer should expect.

Early Collaboration

It is recommended that applicants make contact with the local planning authority at the earliest stage to discuss submission requirements and initiate the design process appropriately. The questionnaire below details some of the information that is requested to help the officer in considering the proposed development during any pre-application meeting. The Council will make every effort to provide constructive comments, where requested at the pre-application stage.

Additionally, the Council encourages potential developers to engage with the local community before making a planning application, to ensure that their concerns (such as potential for visual impact) are met and wider community benefits can be identified and incorporated into proposals. The Statement of Community Involvement (SCI) provides further information in relation to community involvement.

Pre-Meeting Questionnaire

Address of Site?

Size of Site?

What is proposed and what processes will it involve?

What type of permission is sought?

What is the developers interest in the site?

Does the proposal involve re-location or expansion?

What is the present use of the land?

What is the size of the proposed development?

How much traffic will it generate by the proposal?

How many people will be employed on the site?

Will the proposal have any adverse environmental impacts? i.e. emissions to air/water or noise/smell.

The Planning Application

The construction of new premises will normally require the submission of a planning application. Planning applications will be decided in accordance with the Development Plan unless there are very good reasons not to do so.

Details of the information that must be provided with a planning application can be found on the Council's website (www.halton.gov.uk/developmentcontrol) and on the application forms. The developer will also be expected to produce a Site Assessment (which should include an assessment of existing utility infrastructure) and a Statement of Design Principles setting out how the development takes into account the guidance in this SPD and how the criteria in the checklist have been met.

The Case Officer will ensure that all necessary reports are produced to enable a decision on the application to be made wherever possible in 8 weeks. However, where a major application is involved or an Environmental Impact Assessment (EIA) accompanies the application, the decision may take longer (13 weeks). The circumstances where an EIA will be required are set out in the ODPM's 'Environmental impact assessment: guide to procedures.'

Planning obligations may be required by the Council in line with policy S25 of the Halton UDP, for example in order to secure off-site improvements and/or financial contributions in lieu of this for the satisfactory development of the application site. Where planning obligations are involved, this needs to be raised during the early stages so that the Section 106 can be drafted early in the process to make sure wherever possible that the application is dealt with within the required period.

It should be noted, that before making a decision on a planning application on land where there may be contamination, the Council will need a

desk study in order to judge whether the site can be safely developed. Such a report should be made available as part of your planning application if the decision is not to be delayed. Where the study recommends that further investigations are required, it is advisable to carry out these works prior to submitting your planning application.

Where a development is shown to be at risk of flooding the Agency will require a flood risk assessment in accordance with PPG25 paragraph 60.

Where there are trees and/or hedgerows on a development site a survey of existing natural features should be undertaken. Such a survey should plot all trees accurately and record details of species, size, approximate age and physical condition. The trees should then be categorised in accordance with the BS5837 guidelines.

Where noise is considered to be an issue, a noise survey and details of mitigation measures will be required to be submitted with the application.

Failure to supply all the required material may lead to a delay in the registration and consideration of your application.

It should also be noted that Building Consent may be required, and further information and the relevant application forms can be obtained from Building Control.

Contact details for all the departments mentioned in this document are provided in Appendix 3.

Planning Application Checklist

The Planning Application

- ☐ A 1:1250 scale location plan with the application site outlined in blue. The site location plan should indicate clearly the names of adjoining roads and the number of any properties adjacent to the site.
- ☐ A site layout drawing showing details of the layout of the site to a scale of 1:500
- ☐ Details of the design of the building(s)
- ☐ A tree survey showing the location, size, condition and species of all existing trees on the site
- ☐ Any additional information to support the application
- ☐ A completed application form
- ☐ The appropriate fee - details of the planning fee regulations can be found on the Halton Borough Council website www.halton.gov.uk.

Character and Context

- ☐ Design
- ☐ Context
- ☐ Materials
- ☐ Landscaping

Continuity and Enclosure

- ☐ Frontages
- ☐ Car parks
- ☐ Layouts
- ☐ Servicing

Quality of the Public Realm

- ☐ Public Realm
- ☐ Networks
- ☐ Biodiversity

Ease of Movement

- ☐ Pedestrian Access
- ☐ Cycle Access
- ☐ Transport General

Legibility

- ☐ Recognisable routes
- ☐ Identity

Adaptability & Diversity

- ☐ Adaptable
- ☐ Diverse

Sustainability

- ☐ Previously Developed Land
- ☐ Sustainability
- ☐ Water
- ☐ Energy

Appendix I

Guidance Note for Developers on Land affected by Contamination



Guidance Note for Developers on Land Affected by Contamination

Why is contamination an issue?

Merseyside has a legacy of land affected by contamination as a result of its place in the industrial revolution and other potentially contaminative activities that took place in the early part of the 20th Century.

Typical potentially contaminative industries in Merseyside include the chemical and glass manufacturing industries and the port and associated dock-based industries. Consequently, each of the Boroughs in Merseyside has land that is potentially affected by historic contamination. Each local authority has a duty to consider land affected by contamination both during the planning process and through Part IIA of the Environmental Protection Act 1990.

Particular issues affecting the borough of Halton include the legacy left by the chemical industry, in particular the wastes generated by the early alkali works, known locally as 'Galligu'. In addition to the chemical industry a range of industrial processes and practices, such as metal refining, tanneries and landfills, have all had the potential to cause contamination.



The Council's Approach

Halton Council wishes to encourage the re-use of brownfield land in line with Government policy. However, it is important that any potential contamination does not endanger public health, the environment or the development. Therefore, developers will be required to investigate and if necessary, clean up (remediate) their sites prior to development to ensure that the land is suitable for the intended use, and that contamination from the site is not affecting the wider environment.

The Council's position is based upon Planning Policy Statement 23 (PPS23) 'Planning and Pollution Control' and the statutory guidance issued under Part IIA of the Environmental Protection Act 1990, DETR Circular 02/2000 'Contaminated Land'.

Legislation and guidance places a duty on the owner/developer to establish the extent and nature of contamination on their sites, and to carry out the necessary remediation. The Council's statutory responsibility is to ensure that contamination is investigated and remediated in a responsible and effective manner.

This is reflected in Unitary Development Plan (UDP) policy PR14 on contaminated land.



Examples of contaminated land

There are many sources of potentially contaminated land, listed below are some of the sources which affect Halton. This list is not exhaustive.

- Waste recycling, treatment and disposal
- Animal and animal products processing
- Chemical works (very diverse industry)
- Engineering works (various types)
- Gas and coke works
- Metal manufacturing works (various types)
- Railway land

Some contamination that occurs may be natural, and this will also require consideration as part of any investigation, for example, methane gas from peat land, natural radiation or elevated heavy metals as a result of the local geology.



Potentially contaminated land and the planning process

Before beginning any works on a potentially contaminated site, it is important that the developer liaises with the Environmental Health and Planning Department.

This will enable both the planning and environmental health departments to assist and agree with the scoping of any site study. The applicants are also advised to consult the Environment Agency at an early stage to ensure their concerns are addressed. Site investigation works should be phased, and as a minimum should include a desk study. The following points outline the Council's approach towards applications involving potentially contaminated land.

- A comprehensive desk study should be carried out to identify the history of the site, including the nature of any industrial process or other activities that are likely to have contaminated the site, the geological/hydrological setting, and present and future potential receptors. This should be confirmed by site walkover and examination of historical records. If this raises suspicions that potentially harmful substances may be present a physical examination should be carried out.
- Planning applications should include full details of all the investigations carried out.
- Where the investigations reveal the presence of potentially harmful substances a risk assessment is needed. If this shows an unacceptable risk to the proposed use or the environment then a Remediation Strategy should be submitted with the investigation report. **Applications for contaminated sites which lack appropriate and sufficient documentation will cause delay and may be refused due to lack of information.**
- Remediation Strategies should include the following information
 - a) The objectives of the remediation proposals
 - b) How the remediation works will be carried out
 - c) The measures to be put in place to avoid public nuisance and protect the environment during the remediation works
 - d) How the works to be carried out will be verified to ensure the objectives of the remediation strategy have been achieved.
- Unless investigation reports and remediation strategies are satisfactory in all respects, full permission at contaminated sites may not be recommended. Outline permissions will not usually be obtained without a satisfactory investigation report and remediation statement unless it can be demonstrated that remediation works are small scale and the risk assessment indicates the risk of harm to people, property, the environment or controlled waters is very low.
- All permissions will require compliance with the remediation statement. A condition will be imposed requiring the submission of a verification report following completion of any remediation. Verification reports should demonstrate that the objectives for

remediation have been achieved. Authors of all reports should show they have the knowledge and expertise to provide such a report.

The council should be contacted to discuss site-specific requirements in advance of commissioning a study. Additionally, ground investigations and remedial proposals must be submitted and agreed with the authority prior to the commencement of development. If work begins prior to all necessary information being submitted and agreed, the development is unauthorised and will not benefit from planning permission. In such cases, the council may take enforcement action.

It is also important that the applicant utilises an appropriately qualified and experienced consultant to assist with the site investigation and remediation process. The Council will consult with the Environment Agency as a statutory consultee on pollution control and controlled waters issues, and as joint regulators of Part IIA of the Environmental Protection Act 1990.

Key Reference Documents

Key reference documents are listed below. The list is not exhaustive.

- Part IIA of the Environmental Protection Act 1990 (inserted by Section 57 of the Environment Act 1995)
- DETR Circular 02/2000 Contaminated Land
- DEFRA & EA - Model Procedures for the Management of Land, Contaminated Land Report CLR 11 (2004)
- NHBC & EA R&D Publication 66 - Guidance on the protection of housing on contaminated land
- Planning Policy Statement 23 (PPS23) 'Planning and Pollution Control'
- Halton Unitary Development Plan
- Contaminated Land Inspection Strategy (July 2001)

This was the guidance available at April 2005, there may be other publications and more recent publications which are also relevant. It is the developer's responsibility to keep abreast of changes to relevant legislation, regulations and guidance documents.

What clean up standards are expected?

UK clean up/remediation standards are based upon the 'suitable for use' approach, and clean up standards are generally determined by risk assessment. This approach is becoming more widely used internationally. Therefore, clean up standards for a residential development are likely to be more stringent than for an industrial development because the receptor is more sensitive. However, it must be stressed that no two sites are the same and each will be assessed on a site-specific basis, therefore, detailed site investigation and technical information is required.



Enquiries and Searches

The Contaminated Land Team operate an enquiry service, producing environmental search reports for the public, for developers and for environmental contractors.

As well as a detailed site history, the reports provide contemporary environmental information on the proximity of the site to current industrial processes and areas of environmental sensitivity. Also included in the report, are summary details of any site investigations relevant to the area of interest.

Essentially, the purpose of an Environmental Search is to gauge whether there are likely to be any significant risks at a site as a result of its previous use or uses of the surrounding area. The reports are compiled using bespoke software, which utilises Geographical Information Systems to ensure the information is accurate and up to date.

The cost of a report depends on the scope required and the council offer a choice of three search radii - 250m, 500m and 1000m.

Scope	Cost	Cost (VAT)	
Premises only	£ 48.00	£56.40	House / single unit
Premises + 250m	£ 80.00	£94.00	
Premises + 500m	£132.50	£155.69	
Premises + 1000m	£185.50	£217.96	
Premises only	£ 80.00	£94.00	Larger Site
Premises + 250m	£132.50	£155.69	
Premises + 500m	£160.00	£188.00	
Premises + 1000m	£212.00	£249.10	

Registers

The Council is required by law to keep a Public Register of Remediation Notices served on statutorily defined Contaminated Land. It is not required to keep a register of all land affected by contamination and does not do so. The Public Register is held at Halton Borough Council's Environmental Health and Planning Department. If you wish to view the register, arrange an appropriate time with a member of the Contaminated Land team using the contact details at the end of this guidance note.

FOR MORE INFORMATION

If you have any queries regarding contaminated land in the Borough, please contact a member of the Contaminated Land team:

Environmental Health & Planning
Department

Environment Directorate

Halton Borough Council

Rutland House

Halton Lea

Runcorn

Cheshire

WA7 2GW

Tel: 0151 424 2061

Fax: 0151 471 7612

Email:

environmental.protection@halton.gov.uk

Appendix 2

Trees in Development



Halton's Natural Assets

Trees on Development Sites

Trees & Woodlands Leaflet No. 1



www.halton.gov.uk/trees



Established trees are generally of great value to the environment and usually held in high regard by the majority of nearby residents. Because of their size, shape and colour, trees are often prominent features in the local landscape and reflect the changing seasons in a familiar and pleasing way. They bring nature into the urban environment and add to the quality of life. It is therefore not surprising that controversy can arise when trees appear to be threatened by a development proposal.

The careful retention of healthy trees can give a sense of maturity to a new development and can be a significant asset when selling new properties. However, there is no point in trying to keep trees which are overmature or defective and which could soon become dangerous in their new surroundings.

Where there are trees on a potential development site, pre-application consultation with the Council is advisable at an early stage of the planning process. Where the trees are a critical issue, developers are advised to engage a specialist consultant to prepare a detailed report about the arboricultural implications of the development. Such a commitment may be necessary to show that all the factors relating to trees have been properly considered and that the granting of planning permission will not result in a net loss to the environment.

The Council's policies regarding trees on development sites are contained in the UNITARY DEVELOPMENT PLAN and the NATURAL ASSETS STRATEGY. In summary, these policies aim to protect the most important trees from development, to replace any which are unavoidably lost, and overall to increase the number and quality of trees in the Borough.

LEGAL CONSIDERATIONS

In determining planning applications, the Council will seek to retain trees wherever this is appropriate in the interests of public amenity. Trees can be afforded legal protection in a number of ways:

- When included in a Tree Preservation Order,
- When situated within a designated conservation area,
- When subject to a planning condition,
- When subject to felling licence requirements.

Without due thought and consideration, trees on development sites can be threatened in a number of ways, including:

- Felling to create more space for construction works,
- Careless use of machinery, causing damage to roots, trunk or branches,
- Ground compaction or contamination,
- Alterations to the existing soil level or water table,
- Excavation of service trenches.

It is strongly recommended that landowners or developers consult with the Council before undertaking any tree work. Otherwise, any unauthorised work may lead to prosecution.

BRITISH STANDARD 5837

British Standard 5837 "TREES IN RELATION TO CONSTRUCTION" should be regarded as an essential reference for all those concerned with the development of sites containing trees. It gives valuable guidance, following a logical sequence from the initial survey through the design period to the protection of retained trees from site works by the provision of temporary fencing. All developers of land in Halton where trees are present are expected to adopt these principles when submitting applications for planning permission.



TREE SURVEY AND DESIGN OF DEVELOPMENT



An essential first stage of planning a development should be to carry out a thorough survey of existing natural features. Such a survey should plot all trees accurately and record details of species, size, approximate age and physical condition. The trees should then be categorised in accordance with the BS5837 guidelines, such as:

1. *Trees whose retention is essential or most desirable (e.g. vigorous healthy trees of good form which would be in harmony with the sympathetic development of the site).*
2. *Trees whose retention is desirable (e.g. trees in a reasonable condition but not quite so important as the top category, perhaps because of abundant numbers or slightly impaired condition).*
3. *Trees which could be retained (e.g. trees in a reasonable condition but of no particular merit and not worthy of inclusion in the first two categories).*
4. *Trees which should be removed (e.g. trees which are dead, diseased or dangerous).*

The information gathered from the tree survey should be taken into account when designing possible layouts for the site. The trees which are worthy of retention should be clearly marked on the plan, with the full branch spread shown to scale. Wherever possible, any roads, access drives, footpaths or service trenches should be routed so as not to trespass beneath the branches of trees to be retained. This area is where the majority (but not all) of the roots will be located close to the surface, and so should not be disturbed if the trees are to survive.

Buildings should be positioned a reasonable distance away from any trees, bearing in mind nuisance factors to future occupants such as light obstruction and leaf fall, as well as safety factors such as the possibility of falling branches in adverse weather conditions.

The distance allocated between trees and buildings is of critical importance and should depend on the size, species and condition of the each tree. Only by ensuring that the tree has adequate space, including allowance for future growth, can a satisfactory juxtaposition be achieved. The architect should always seek guidance from an experienced arboriculturalist in this respect.

ARBORICULTURAL METHOD STATEMENT

Damage is usually unnecessary and can be avoided if the importance of trees is recognised and appreciated from the start by all concerned. An arboricultural method statement is a useful means of describing all the measures to be taken to ensure the protection and continued healthy existence of all trees shown to be retained on the approved plan.

In particular, before any site works begin, all trees to be retained should be protected by robust temporary fencing. The minimum distance between the tree and fence should be determined by a qualified arboriculturalist, with reference to British Standard 5837.

The protective fencing must remain in place for the duration of the development and no activity whatsoever should take place within the enclosed area, unless the advice of an arboriculturalist is first sought.

There may be other special ways of working which need to be taken on some sites and these should also form part of the arboricultural method statement. For example, the installation of underground services could be proposed if carried out in accordance with NJUG 10 (National Joint Utilities Group, Publication 10), or the provision of some hard surfacing could be proposed if carried out in accordance with APN 1 (Arboricultural Practice Note 1, "Driveways close to trees").

It may be appropriate to carry out surgery on some trees which are retained on development sites. This should only be carried out by a specialist contractor, with the consent of the Council and in accordance with British Standard 3998 (see Leaflets 3 & 4 of this series).



DEPTH OF FOUNDATIONS

When building in the vicinity of trees, special precautions may be necessary to ensure that the roots do not cause damage in the future. This is particularly important where the soil has a clay content. By extracting water, trees can in some cases influence the moisture content (and therefore the volume) of shrinkable soils, leading to subsidence.

Foundations need to be provided to a depth that is below the level of any likely soil movement. The depth of foundation for all new buildings should comply with current building regulations, usually as determined by reference to NHBC Standards, Chapter 4.2 "BUILDING NEAR TREES". Further advice is available from the Council's Building Control Officers.



LANDSCAPING

After site work has been completed, an approved landscaping plan should be implemented during the first available planting season. This should include the planting of suitable trees:

- To enhance the new development,
- To compensate for any trees which have been felled,
- To complement those trees which have been retained, and
- To ensure continuity of tree cover in the future.

Large-growing trees should be sited wherever there is room for unrestricted growth, such as wide verges or public open spaces. Species of more modest ultimate size should be used on narrow verges or in small front gardens.



The series of "Trees & Woodlands" Leaflets:

- **No. 1 – TREES ON DEVELOPMENT SITES**
- **No. 2 – TREE PLANTING & MAINTENANCE**
- **No. 3 – THE CARE OF MATURE TREES**
- **No. 4 – TREE WORK CONTRACTORS**
- **No. 5 – MANAGING TREES OWNED BY THE COUNCIL**

These information leaflets have been produced as a part of the action programme set out in the Council's NATURAL ASSETS STRATEGY, which was given full approval in September 2000.

One of the policies contained in the Natural Assets Strategy is:

"The Council recognises the important contribution made by trees and woodlands to the environment and is committed to the responsible and sustainable custodianship of this resource on any land which it owns or influences."

For further information, contact:

John White (Trees & Woodlands Officer)
Regeneration and Neighbourhood Services Directorate
Landscape Services Department
Picow Farm Depot
Picow Farm Road
Runcorn WA7 4UB
Telephone: 01928 583918

E-mail: john.white@halton.gov.uk



Appendix 3

Contacts and Useful Information

General information

To access a downloadable copy of the Planning Policy Guidance notes or Planning Policy Statements detailed in Section 2, or for further general planning information visit the Office of the Deputy Prime Minister website at www.odpm.gov.uk or for a hard copy contact the Office of the Deputy Prime Minister by phone on 0870 1226 236.

To access a downloadable copy of 'By Design, Urban Design in the planning system: Towards Better Practice' and 'Safer Places', documents relating to urban renewal, urban design and creating sustainable communities, and general planning information visit The Office of the Deputy Prime Minister website at www.odpm.gov.uk. 'Places, Streets & Movement. A companion guide to Design Bulletin 32' can be purchased from the ODPM, quoting ISBN 1 85112 113 7.

Securing the Future - UK Government sustainable development strategy can be downloaded free of charge from www.sustainable-development.gov.uk. A hard copy can also be purchased from The Stationery Office, at PO Box 29, Norwich NR3 1GN, or by phone on: 0870 600 5522, or e-mail: book.orders@tso.co.uk or online at: www.tso.co.uk/bookshop/

For information relating to urban design there are several documents available. Design at a Glance: A quick reference to national design policy, Design Review and The Value of Good Design can be downloaded free of charge from the CABE website at

<http://www.cabe.org.uk/publications/> and The Urban Design Compendium produced by English Partnership and the Housing Corporation can be ordered online free of charge from English Partnerships at www.englishpartnerships.co.uk

How Buildings Add Value for Clients produced by the Construction Industry Council can be purchased from Thomas Telford Ltd by contacting them on 020 7987 6999 or at <http://www.ttbooks.co.uk/> Urban Design Guidance: urban design frameworks, development briefs and masterplans, produced by the Urban Design Group, and From Design Policy to Design Quality, produced by the RTPI, can also be purchased from Thomas Telford Ltd.

Further information on the Secured By Design initiative, including details relating to the standards required for a development to receive Secured By Design accreditation may be found at www.securedbydesign.com

For information regarding any development affecting a historic building or conservation area 'Building In Context' will be able to provide advice. It is available from English Heritage and the CABE and can be downloaded free of charge from <http://www.cabe.org.uk> or for a hard copy contact English Heritage at: Customer Services Department, PO Box 569, Swindon, Wiltshire, SN2 2YP, Tel: 0870 333 1181, Fax: 01793 414 926

You can find out about the planning system and how it works at www.planningportal.gov.uk

Local information

For advice relating to submitting a planning application, for pre-application discussion or to purchase a copy of this SPD or any other SPD contact:

Development Control and Spatial Planning
Environment Directorate
Halton Borough Council
Rutland House
Halton Lea
Runcorn
WA7 2GW

Tel: 0151 424 2061
Fax: 0151 471 7314
Email: dev.control@halton.gov.uk or
forward.planning@halton.gov.uk
Website: www.halton.gov.uk/planning

If further highways or transport information is required, please contact the:

Highways Division
Environment Directorate
Halton Borough Council
Rutland House
Halton Lea
Runcorn
WA7 2GW

Tel: 0151 424 2061
Fax: 0151 471 7521
Website: www.halton.gov.uk

If further information is required relating to accessibility or building control please contact:

Building Control
Environment Directorate
Halton Borough Council
Rutland House
Halton Lea
Runcorn
WA7 2GW
Tel: 0151 424 2061

Fax: 0151 471 7314

Website: www.halton.gov.uk/buildingcontrol

If further information is required in relation to trees in development, please contact:

John White (Trees & Woodlands Officer)
Regeneration and Neighbourhood Services
Directorate
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