Residential Design SPD

LOCAL DEVELOPMENT FRAMEWORK

ROYAL BOROUGH OF KINGSTON UPON THAMES

Adopted - July 2013

(Amended - November 2013)

Royal Kingston

Contents

Please Note

Document amended (November 2013) - This will supersede the previous published version, due to a minor typo error to Policy guidance 45 on p96…' (Ensure that the front garden depth is greater than ~~4.5m~~ 4.57m and preferably a minimum depth of 6m is recommended to allow for manoeuvring of vehicles and the safety of pedestrian; do not remove the entire front boundary as this could create a large open area to the street which will effectively remove any feelings of privacy)

1 BACKGROUND

Objectives and Purpose

1.1 The objective of this Supplementary Planning Document (SPD) is to ensure that residential development in the Borough achieves the highest possible standards in design and surroundings that is an inspiration to both residents and visitors to Kingston.

1.2 After all, there is a cost to bad design. Where places and buildings ignore character, continuity, and legibility the costs are borne by the occupiers, neighbours and the wider community. This could mean the cost of retrofitting a house to achieve good standards of insulation and energy efficiency; the ongoing cost of maintenance of badly designed communal spaces; the cost of tackling crime and anti-social behaviour that has resulted from ill-considered design; or, in extreme cases, the cost of demolishing and redeveloping a poorly designed housing estate.

1.3 In addition, badly planned development may be unattractive, gloomy and represent blight both at the level of the individual house and the wider street. Residential design which is not inclusive, considering the needs for everyone, is not good enough. Good design means placing people at the heart of the design process. Houses that have been designed poorly may not be adaptable and therefore unable to cope with the changing needs of the occupiers.

1.4 It is not always easy to say what represents good design when looking at residential development. This guide promotes the design of high quality residential development proposals in the Borough and is guidance is intended to help accelerate the pace of sustainable development, a key principle in UK Government planning policy.

Recipients

1.5 The purpose of this SPD is to:

- Provide further information and guidance to policies in the Royal Borough of Kingston upon Thames (RBK) Local Development Framework Core Strategy
- Explain what information needs to be provided with applications for planning permission
- Provide guidance which will be used in the determination of planning applications
- More generally, provide contextual information on the character of the borough and accompanying design guidance to anyone considering altering their home or developing new residential accommodation – irrespective of the need for planning permission

1.6 This SPD forms part of the suite of documents in the Local Development Framework. It provides further guidance to the Development Plan Documents (DPDs) such as the Core Strategy, Area Action Plans, together with several other SPDs that have been (or are in the process of being) adopted by the Council.

1.7 This SPD will provide guidance related to the following types of development:

- Household extensions and alterations
- Residential conversions

- New-build residential
- Mixed-use centre development
- Student accommodation

1.8 The SPD provides information and guidance aimed at:

- Home owners
- Developers
- Councillors
- Members of the public
- Council Officers
- the Planning Inspectorate

1.9 The SPD does not provide specific guidance for major, regeneration-led development. However it is expected that for major housing schemes (or development proposals with a significant proportion of housing) the general principles and design standards set out in this SPD will apply, for example, with regard to amenity space standards.

1.10 Proposed major or regeneration-led development will be expected to be progressed through a development brief or Planning Performance Agreement (PPA) in conjunction with the Council's Development Management service.

How to Use this Document

1.11 This document should be used to inform design proposals for residential development prior to the submission of a planning application. The guidance also aims to provide more certainty as to the issues that the Council will consider when determining applications for planning consent and the methods used to make this assessment. It is recommended that the applicants use professional services such as registered architects, surveyors or planners, where appropriate, in order to improve the quality of the design and presentation of the application.

1.12 Section 2 of the SPD provides the planning policy context for residential design at national, regional and local levels. The character of the Borough and the context which needs to be taken into account when making a planning application is also discussed along with a brief analysis of the five main types of housing found in the Borough.

1.13 Section 3 describes the key planning issues associated with residential development in the Borough and design principles and specific policy guidance for those making planning applications. These should guide the preparation of development proposals for both householders and other developers.

1.14 Section 4 provides specific policy guidance for those making planning applications for householder development – extensions and alterations to existing dwellings.

1.15 Section 5 of the document provides specific guidance for student housing with examples of well designed schemes from the Borough.

2 CONTEXT AND CHARACTER

Policy Context

2.1 Design is a central theme to the UK planning agenda, and as such good design is promoted through planning policy at the National, Regional and Local levels.

National Planning Policy

2.2 National planning policy is expressed in the Government's National Planning Policy Framework (NPPF)[1] which requires good design to be an integral part of the planning process. The following paragraphs are most relevant with regard to residential development:

- Para. 60: "Planning policies and decisions should not attempt to impose architectural styles or particular tastes, stifle innovation, originality or initiative; Should seek to promote or reinforce local distinctiveness."
- Para. 61. "securing high quality and inclusive design goes beyond aesthetic considerations."
- Para 63. In determining applications, great weight should be given to outstanding or innovative designs which help raise the standard of design more generally in the area.
- Para 64. Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions.
- Para 65. Local planning authorities should not refuse planning permission for buildings or infrastructure which promote high levels of sustainability because of concerns about incompatibility with an existing townscape
- Para 66. Applicants will be expected to work closely with those directly affected by their proposals to evolve designs that take account of the views of the community.

Regional Planning Policy

2.3 London is unique in the UK in that the Mayor of London has a responsibility to provide strategic planning for the Greater London Authority area. Regional planning policy is expressed in The Mayor's London Plan[2], which sets out a fully integrated economic, environmental, transport and social framework for the development of the capital to 2031.

2.4 The London Plan provides specific policy guidance to all London Boroughs both in the preparation of local planning policy and to guide development more generally. The following policies provide specific guidance on residential design:

- Policy 3.5 Quality and design of housing developments (points a-d)
- Policy 7.1 Building London's neighbourhoods and communities (point d)
- Policy 7.2 An Inclusive Environment (point a)
- Policy 7.3 Designing out Crime (point a)

1 www.communities.gov.uk/publications/planningandbuilding/nppf
2 www.london.gov.uk/priorities/planning/londonplan

- Policy 7.4 Local Character (points a-g)
- Policy 7.6 Architecture (A, B: points a-i)
- Policy 7.8 Heritage assets and archaeology
- Policy 7.9 Heritage-led regeneration

2.5 In addition the Mayor has set out specific guidance to supplement the housing policies with the London Plan in his Housing Supplementary Planning Guidance (SPG)[3].

2.6 This document provides more detail on how to carry forward the Mayor's view that "providing good homes for Londoners is not just about numbers. The quality and design of homes, and the facilities provided for those living in them, are vital to ensuring good liveable neighbourhoods".

2.7 As such, this guide should be read in conjunction with the Mayor's Housing SPG, in particular, Part 2: Quality, which provides detailed guidance on the quality and design of neighbourhoods and dwellings. All new homes (including conversions and change of use schemes but excluding student accommodation) will be expected to be designed to standards contained within the Mayor's Housing SPG.

Kingston Local Development Framework (LDF)

2.8 Government regulations require the Council to prepare a series of planning policy documents. These planning policy documents are collectively known as the Local Development Framework (LDF) and will manage growth and development in the Borough. Planning applications across the Borough are assessed against policies in contained within the documents that make up the LDF.

2.9 This LDF suite of documents includes:

- The Core Strategy[4] which sets out the vision, objectives and strategic policies for managing future growth, change and development within the Borough
- The Kingston Town Centre Area Action Plan (K+20 AAP)[5] which sets out specific planning policies with respect to Kingston Town Centre

2.10 The following policies provide specific guidance on residential design:

Kingston Core Strategy

2.11 The Core Strategy provides the overall planning framework for the Borough expressed through a number of spatial and thematic planning policies.

2.12 Kingston is divided into four neighbourhoods and as such specific policy guidance for residential development is set out for each under the following Neighbourhood Policies:

- Policy KT1 – Kingston Town (e,f)
- Policy MC1 – Maldens and Coombe (e,f)
- Policy SB1 – South of the Borough (e, f)
- Policy S1 – Surbiton (e, f)

3 http://www.london.gov.uk/who-runs-london/mayor/publications/planning/housing-supplementary-planning-guidance
4 www.kingston.gov.uk/core_strategy_adoption
5 www.kingston.gov.uk/kingston_area_action_plan

2.13 Residential design falls under a number of the key themed planning policies, some of those relating specifically to design and housing, and others covering development more generally.

2.14 Design specific policies include:

- Policy CS8 Character, Design and Heritage – seeks to ensure that new development:
  - recognises distinctive local features and character
  - has regard to the historic and natural environment
  - helps enhance locally distinctive places of high architectural and urban design quality
  - accords with Neighbourhood 'strategies for delivery' set out under 'Character, Design and Heritage'
  - relates well and connects to its surroundings
- Policy DM10 – Design requirements for new development (including house extensions);
- Policy DM11 – Design approach – contextual statement
- Policy DM12 – Development in Conservation Areas and Affecting Heritage Assets

2.15 Housing specific policies include:

- Policy CS10 – Housing Delivery:
  - Borough's annual housing targets
  - Preferred locations for housing – centres and those areas with the highest levels of public transport accessibility
  - Mix of accommodation options
  - Optimising housing output whilst protecting and enhancing character
- Policy DM13 – Housing quality and mix
- Policy DM14 – Loss of housing
- Policy DM15 – Affordable housing

2.16 The following policies also provide additional direction on the design of residential accommodation:

- Policies CS1, DM1, DM3 – Climate Change mitigation and adaption and sustainable design
- Policy DM4 – Water management and flood risk, sustainable drainage design
- Policy CS3, DM5 – Natural and green environment, open space needs
- Policy DM6 – promoting biodiversity through sustainable design
- Policy CS7, DM8, DM9 – Managing vehicle use and sustainable transport for new development
- Policy CS9 – Waste reduction and management, design of integrated waste facilities in new developments
- Policies CS14, DM22 – Safer communities, Design for safety

Kingston Town Centre Area Action Plan (K+20 AAP)

2.17 The K+20 sets out planning policy specific to Kingston Town Centre, which as a thriving metropolitan centre is likely to see significant housing growth over the next twenty years. As such the K+20 AAP expresses housing and design policy which guides the direction of residential development in the town centre as follows:

- Policy K7 – Housing in Kingston Town Centre
- Policy K9 – Design quality in the Town Centre

Supplementary Planning Documents and Best Practice Guidance

2.18 To complement the Kingston Core Strategy and this SPD a range of more detailed guidance is already available either as Supplementary Planning Documents under the Local Development Framework, or as previously adopted Supplementary Planning Guidance.

2.19 This guidance has varying levels of relevance in light of the adopted Core Strategy and is summarised in the table below alongside other best practice guides[6] which relate to residential and urban design.

Supplementary Planning Documents and Guidance	
Affordable Housing SPD Sustainable Transport SPD Planning Obligations SPD Climate Change, Sustainable Design and Construction SPD	www.kingston.gov.uk/supplementary_planning_documents
Sustainable Design and Construction SPG Landscape Design SPG Design and Access Statements Lifetime Homes and Wheelchair Housing	www.kingston.gov.uk/supplementary_planning_guidance

Best Practice Guidance	
By Design (CLG)[7]	This guide is intended as a companion to national Planning Policy Guidance and Statements. The guide is relevant to all aspects of the built environment, from the design of buildings and spaces, landscapes, to transport systems; and for planning and development at every scale, from streets and their neighbourhoods, villages and cities, to regional planning strategies.
Building for Life[8]	Building for Life is the industry standard, endorsed by Government, for well-designed homes and neighbourhoods. Housing schemes in Kingston will be encouraged to be assessed against Building for Life criteria (see Core Strategy Policy DM13 and paragraph 6.69).

6 Best practice guides are not statutory planning policy and as such do not have any legal weight in terms of planning policy
7 www.communities.gov.uk/publications/planningandbuilding/bydesignurban
8 www.designcouncil.org.uk/our-work/cabe/sectors/housing/building-for-life/

Lifetime Homes[9]	The Lifetime Homes Standard was established to incorporate a set of principles that should be implicit in good housing design.
Secured by Design[10]	An initiative aimed at designing out crime in new and refurbished homes.
Manual for Streets/MfS2[11]	The manual aims to reduce the impact of vehicles on residential streets by asking practitioners to plan street design intelligently and proactively, and gives a high priority to the needs of pedestrians, cyclists and users of public transport.
The Urban Design Compendium[12]	The Compendium provides guidance on good urban design – summarising the principles of urban design, how they can be applied and the processes which lead to successful places.

2.20 The Policy Guidance in this SPD is preceded by policy boxes which identify the relevant policies from the Council's development plan. Building for Life standards are also referenced as the Council will, where possible, assess proposals against these standards, in accordance with Core Strategy Policy DM13 'Housing Quality and Mix'.

Kingston's Character

2.21 The Borough is primarily suburban in character with large areas of specific, coherent character together with considerable areas of mixed and fragmented character. Historically, Kingston Town was formally recognised as a settlement in the late 12th century. Up until the mid-18th century Kingston was still largely made up of open fields, but was the meeting place of four major routes that largely remain today. A period of rapid expansion in the nineteenth century including construction of a new river crossing and the arrival of the railway system, brought with it rapid urbanisation first at Surbiton and New Malden, and later Kingston Town. Similarly the construction of the bypass in the 1920s saw even larger parts of the Borough becoming substantial suburban housing.

2.22 The streets of the Borough have a character that reflects their past form and use with areas in which houses are recognised by their distinct types, typically dating from or around these period of expansion. The Borough's 26 Conservation Areas and other areas of special character reflect this rich historic past. The leafy, green nature of the Borough is apparent as nearly one third of the area of the Borough is open land. This can be best seen in the Arcadian Thames landscape; woodland setting of the Kingston and Coombe Hill area; large areas of open countryside and Green Belt to the south of the Borough; but also its tree-lined suburban streets.

2.23 The best way of representing the quality of the Borough's housing stock is to identify the various housing types which contribute to the character of the Borough. Analysing the character of surrounding residential development is a useful starting point for developing planning policy and should also be the point of departure when beginning the design process.

9 www.lifetimehomes.org.uk/pages/revised-design-criteria.html
10 www.securedbydesign.com/professionals/guides.aspx
11 www.dft.gov.uk/publications/manual-for-streets-2/
12 www.homesandcommunities.co.uk/urban-design-compendium?page_id=&page=1

Common Housing Types

2.24 Five common housing types have been identified within the Borough as follows:

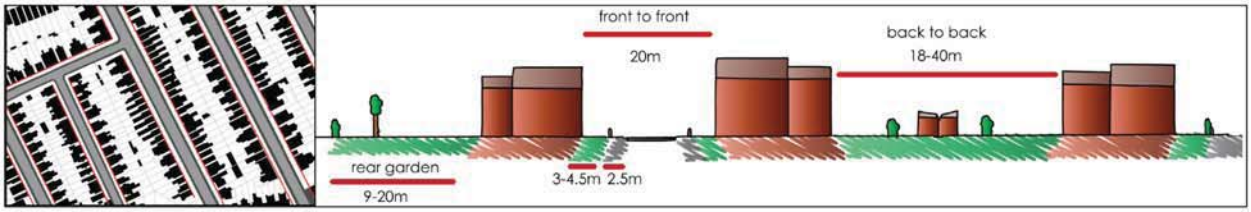
- Victorian and Edwardian
- Arcadian
- Interwar
- Postwar
- Modern

2.25 An analysis of the key features of these is provided below. This is intended to illustrate how the functional and aesthetic qualities of these houses contribute to the character of Kingston's residential areas. They are not intended to represent the very best or worst of Kingston's housing stock, but will be used as illustrated examples of how to analyse the character of the built environment, whilst drawing out some of the key planning and design issues experienced in the Borough's residential areas. These housing typologies are described in more detail at **Appendix 1** and in the Borough Character Study [13].

13 www.kingston.gov.uk/draft_borough_character_study

Victorian & Edwardian

Typically, closely spaced, 2 – 3 storey semi-detached houses though some short terraced blocks and detached houses laid out in a grid iron street pattern. Short front gardens set behind brick walls, regular plot widths and depths and well established building lines. Houses are typically brick built and solid in form and appearance. **Density Range: 30-55 dph.**



Street proportion	• Streets are wide enough to accommodate pavements and parking on both sides of the road but, in most cases, not street trees. • **Building heights to street width ratio typically 1:2.2-1:3**
Plot layout	• Formal, regular and repetitive plan format with solid, well established building lines

Built form

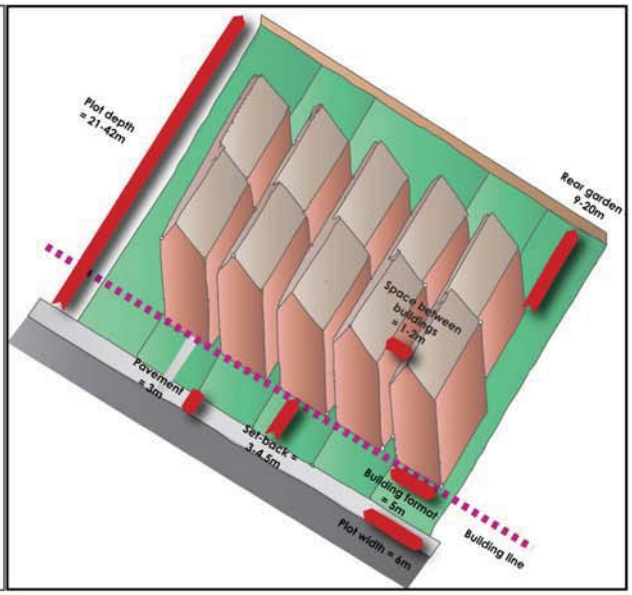
- Buildings are solid in form and appearance, with narrow separation distances between them.
- Projecting gables and bay windows and repetitive roof forms.
- Often 'L' shaped plan form

Landscaping

- Mainly shrubbery and limited by the size of front gardens and/or whether it has been converted to on-site parking.
- Low brick walls, some with railings are a feature.

Car Parking

- Mainly heavy on-street parking but increasingly on front gardens.



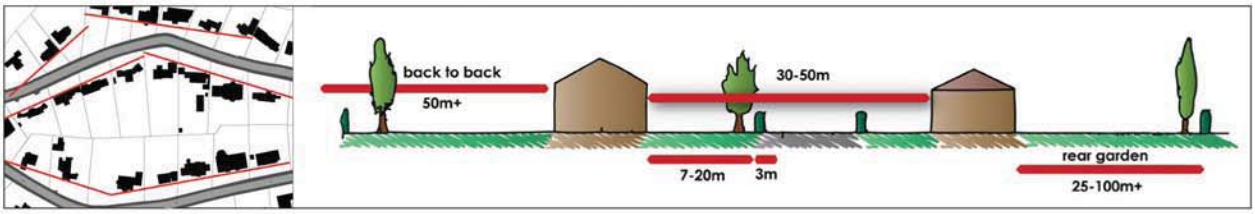
Materials & Detailing

- Mainly classic yellow and red London stock brick with slate roofs with rich architectural detailing including:
- Feature bay windows, elaborate fascias and infill panels to gables.

Strengths	• The solidity and repetitive rhythm of the built form, together with its design and rich architectural detailing, which collectively have created a particularly strong identity.
Weaknesses	• Insensitive, inappropriate roof extensions which break down the rhythm and cohesiveness of the roofscape and the streetscape • Loss of front boundary walls and gardens to accommodate parking • Insensitive infill developments which do not respect the regular plot widths or embody the distinctive architectural features characteristic of this typology • Conversions to houses in multiple occupation

Arcadian

Large and detached, comfortably located in generously sized plots in informal, semi-rural type surroundings and subservient to their high quality, mature landscaped settings. House designs are varied, often individual, and of high quality, and private gated roads are a feature in some areas.
Density Range: 2-13 dph increasing to 30-60 dph nearer centres.

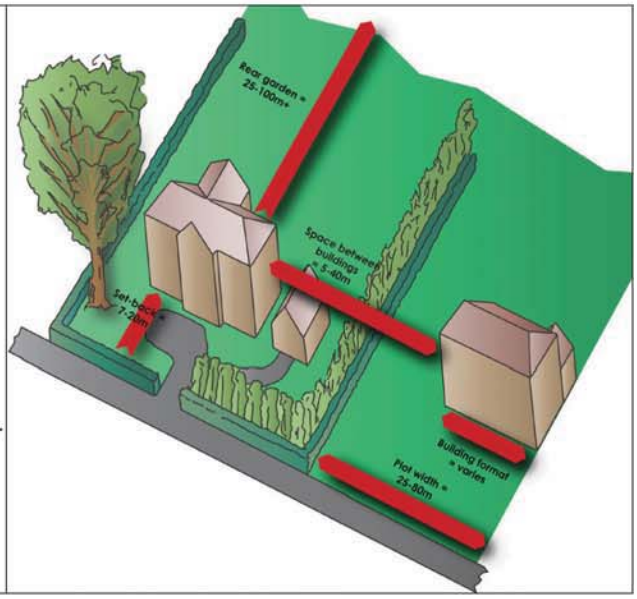


Street proportion **Plot layout**	• Streets are generally wide, often tree-lined and with grass verges. • **Building heights to street width ratio generally 1:3-1:5 but often exceeding 1:6** • Generally, more informal than elsewhere in the borough due to the variety of plot sizes and settings.

Built form
- Properties generally larger than elsewhere in the Borough, often substantial in size and proportions.
- 2-3 storey villas in Coombe to fine, imposing vernacular veranda houses along the River Thames.

Landscaping
- Strong presence of natural landscape e.g. woodland or river
- Extensive tree, shrub, and hedge planting, providing effective screening of properties softening the streetscape and creating attractive, peaceful ambience.

Car Parking
- On-plot parking, including garages

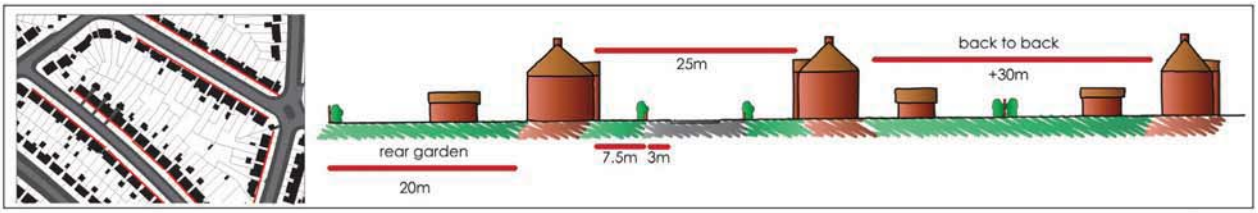


Materials & Detailing
- Varies according to local context but characteristically high quality finishes and decorative detailing.

Strengths	• Unique riverside and mature landscaped settings providing spacious and attractive 'green and leafy' surroundings • High quality buildings which sit well within their landscaped settings and are contained below the tree/skyline.
Weaknesses	• Lower density makes this typology a target for subdivision of plots/over-development and property conversions • Loss of local landscaping features to accommodate new development • Basement excavation and additional off-street parking, contributing to die-back, loss of trees and rich biodiversity, and adverse effects on the water table • High front boundary walls and fences and gated developments creating a fortress style environment

Interwar

Typically semi-detached properties with wide/deep proportions (square emphasis); some small terraces of 4-6 houses; occasional detached house or shops with flats above.
Density Range: 18-25 dph.



Street proportion	• Wide formal avenues. • **Building heights to street width ratio typically 1:4-1:6**
Plot layout	• Often quite formal, curved streets; • Properties on generous plots (8-10m), typically with driveways to the side, and occasional rear access lanes (Tudor)

Built form

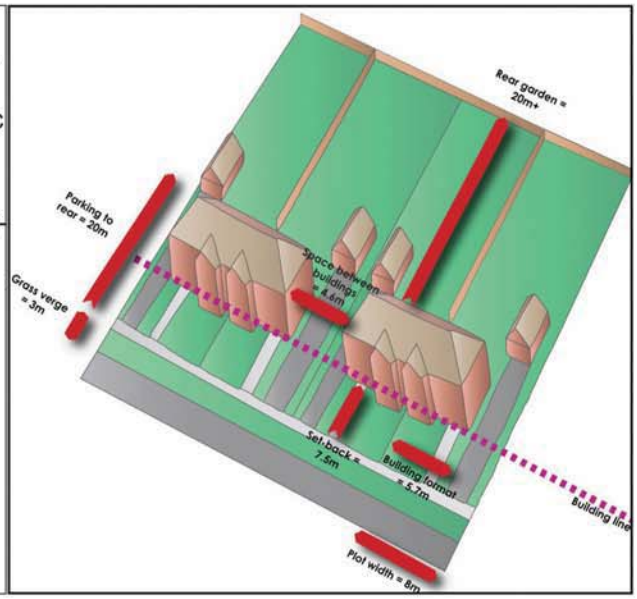
- Generally two storeys with hipped roof forms, some swept gables (Tudor Styling);
- Strong architectural rhythm and characteristic space between buildings.

Landscaping

- Strong, generous public realm bringing coherence to Interwar housing;
- Wide grass verges with street trees planted from the outset;
- Low boundary walls/hedges, and planted front gardens.

Car Parking

- Off-street parking provision to side/rear with garaging.



Materials & Detailing

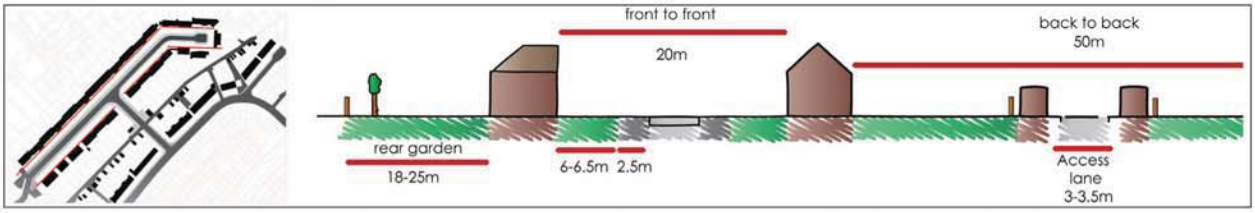
- Mixture of brick, pebbledash, rendered finishes, and predominantly clay roof tiles
- Bay windows; often two-storey/double height
- Hanging clay tiles, inset brick detail panels, and faux tudor styling common

Strengths	• Generous plot sizes allow side access to rear gardens • Original design features are prominent, and easy to replicate with modern alternatives • Wide variety of internal layouts
Weaknesses	• Very low density (pressures to accommodate more) • Liable to lose key design features(roof forms, side access) through unsympathetic conversion/extension • Wider and deeper front gardens susceptible to conversion

Postwar

Typically 1950s and 60s housing located in outer suburbs of the Borough. Streets are not laid out on a conventional 'grid' pattern and often lack legibility and identity. The layout and design of dwellings reflects the austerity of the period, being simple and functional in appearance.

Density Range 22 – 39dph.



Street proportion	• Streets are generally 11-13m wide with few grass verges. • **Building heights to street width ratio typically 1:2.5-1:3**
Plot layout	• Characteristic space between buildings. • Typical plot widths 5-6m by 30-60m deep, generally set back, 6.5m from pavement edge.

Built form

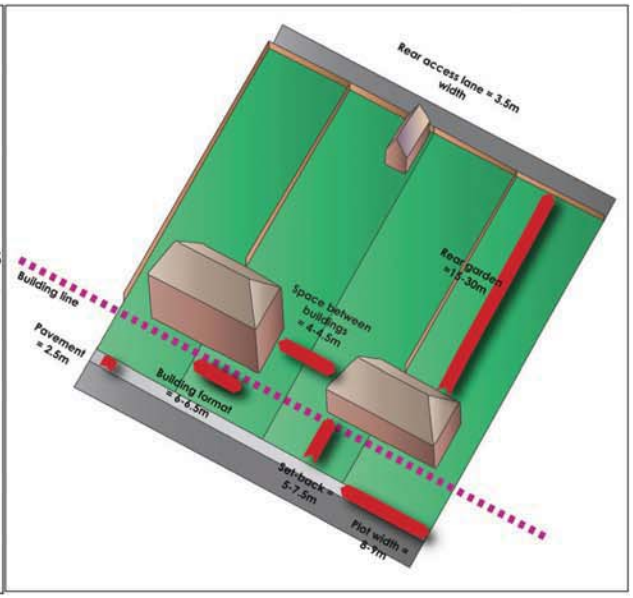
- Properties vary in design but typically are characterised by 'simple' regimented blocks of two storey semi-detached or bungalows.
- Hipped roof forms.

Landscaping

- Lack of street trees and grass verges.
- Front boundary treatments, and front gardens have often been lost to the proliferation of off-street parking.
- Hard feel, concrete pavements and tarmac roads.

Car Parking

- On-street and garden with access lanes to side/rear.
- Some garages with rear access.



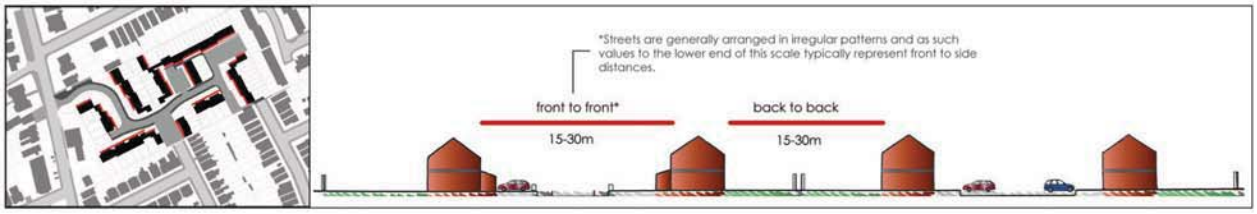
Materials & Detailing

- Simple design, lack of detailing;
- Typical materials include rendered or pebble-dash walls with manufactured clay roof tiles.
- Windows are small and close to eaves.

Strengths	• Deep front and rear gardens providing sufficient private amenity space • Space around buildings allows for sympathetic extensions/adaptions to suit modern demands.
Weaknesses	• Roofscape liable to detrimental alterations through hip to gable and large out-of-scale roof extensions and box-dormers • Lack or loss of street trees to accommodate on-street parking • Loss of front boundary walls and gardens to off-street parking

Modern

Estate-led family houses on relatively small plots with open-plan frontages, grouped in cul–de-sacs and built on brown field sites. Generally car dominated with a preponderance of hard landscaping (road, parking courts etc) and minimal soft (green) landscaping and public open space.
Density range: 22 to 84dph

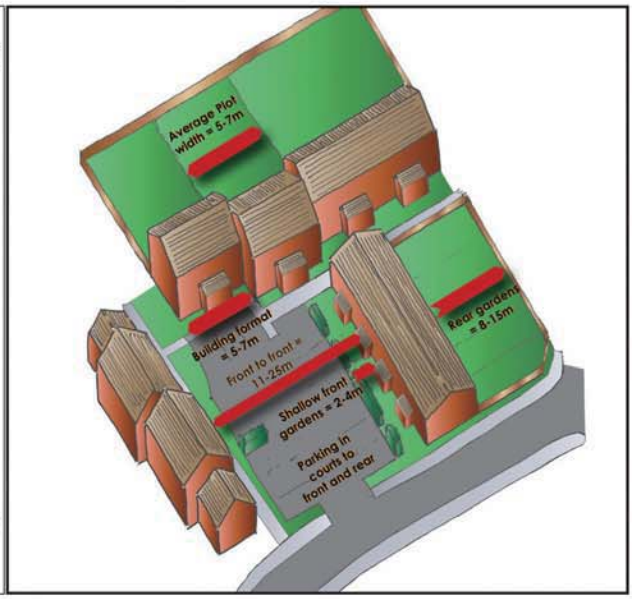


Street proportion	• Houses grouped in culs-de-sac often laid out at staggered angles to the road - as such street proportions vary. • **Building heights to street width ratio typically 1:1.5-1:3.5**
Plot layout	• Car-led, irregular layouts with 'left over' areas of land often used to make up amenity space.

Built form
- Mainly 2 & 3 storey houses (some four storey flats) with pitched roofs;
- Usually a variety of forms with design coherence achieved through materials and detailing.

Landscaping
- Tends to be an 'afterthought' i.e. left-over strips and patches of ground which have been grassed or planted with hedges;
- Shorter front gardens unless paved for parking.
- General absence of trees.

Car Parking
- Provided mainly on front garden areas or integral garages, or on-street in parking courts/ rear garages.



Materials & Detailing
- Mainly brick with contrasting finishes on some elevations (including render, tiling or timber boarding)
- Large red or grey concrete roof tiles

Strengths	• Provides good quality, more affordable, family-sized housing with gardens and high levels of parking. • Public realm is generally well-overlooked providing a sense of security.
Weaknesses	• Lack of locally distinctive character or identity; housing designs can be bland, repetitive and uninspiring; • Poor legibility making it difficult, particularly for visitors, to navigate through estates, footpaths only provided on main routes. • Car dominated with large unrelieved expanses of brick pavior, tarmac roads and parking areas; • Amenity space is limited, fragmented and often underused with only token landscaping and general absence of trees. • Lack of front boundary treatment and poorly defined defensible space

Key Local Design Issues

2.26 The following key design issues have been drawn from the analysis of common housing typologies, the Borough Character Study, the Kingston Core Strategy, and identified in Neighbourhood Community Plans[14] for each of the Borough's four neighbourhoods.

2.27 Specific local pressures that arise from poorly designed residential development in Kingston comprise:

- Loss of distinctive roofscapes
- Loss of front boundary enclosures and front gardens for parking (reducing the dominance of parked cars)
- Loss of gaps between buildings ('terracing')
- Loss of street trees and grass verges
- Missed opportunities to capitalise on valuable natural assets and landscape features such as the Borough's riverside or woodland settings
- Design quality of new development is often lacking in imagination and character
- Proliferation of gated developments
- Poor quality landscaping and public realm design of new development
- Lack of strategic oversight of green infrastructure
- Conversion of larger villas or family housing into blocks of flats resulting in poor quality living spaces
- Poor provision of outdoor (private) amenity space
- Unsuitable location of waste facilities
- Potential for conflicts between local character and historic assets and increasingly higher standards of Sustainable Design.

2.28 An underlying priority for the Borough is to deliver at least 375 additional residential units of per annum. At least 30% of these should be family homes to reflect established need in the Borough. The Mayor of London is clear in his Housing SPG that a key determinant of housing design should be housing need and the design and quality of new housing in Kingston should reflect this need; Policy DM13 provides further guidance.

2.29 To address these key design issues in the context of the existing character of Kingston's residential development, policy guidance is provided in the next section, and grouped thematically for ease of use.

14 www.kingston.gov.uk/information/nhoodhome

3 POLICY GUIDANCE

Design Principles

3.1 The context and character analysis of the preceding section leads to the identification of specific criteria which contribute to local character and are therefore fundamental to good (residential) design in Kingston.

3.2 In general, the prevailing development typology should be respected and where possible maintained unless a departure from this can be justified, e.g. where the established character is weakly defined and requires enhancement to reinforce local identity.

3.3 New residential accommodation should be designed to ensure that the housing delivered is of high quality and that it accords with housing need (see Policy DM13) where 30% of dwellings of three bedrooms or more; an appropriate proportion of affordable units are provided; and the housing provision reflects the prevailing development typology in terms of occupancy, e.g. in areas of predominantly family housing, additional residential accommodation should also be family housing.

3.4 The design of new residential development should maintain good levels of amenity for existing neighbouring residents, whilst ensuring good living standards for future occupants.

3.5 The following sections describe the key considerations to be taken into account when designing proposals for residential development. In each case the issue is described briefly, and policy guidance provided.

Place Shaping

Policy Basis
London Plan: Policies 3.5b, 7.1, 7.9 **Core Strategy:** Policies CS8, DM11 **Building for Life:** Q. 5

3.6 The London Plan (LP) defines 'Place Shaping' as "the creative use of powers and influence to promote the general well-being of a community and its citizens". It emphasises that "the design of new buildings and the spaces they create should help reinforce or enhance the character, legibility, permeability, and accessibility of the neighbourhood" (LP page 210).

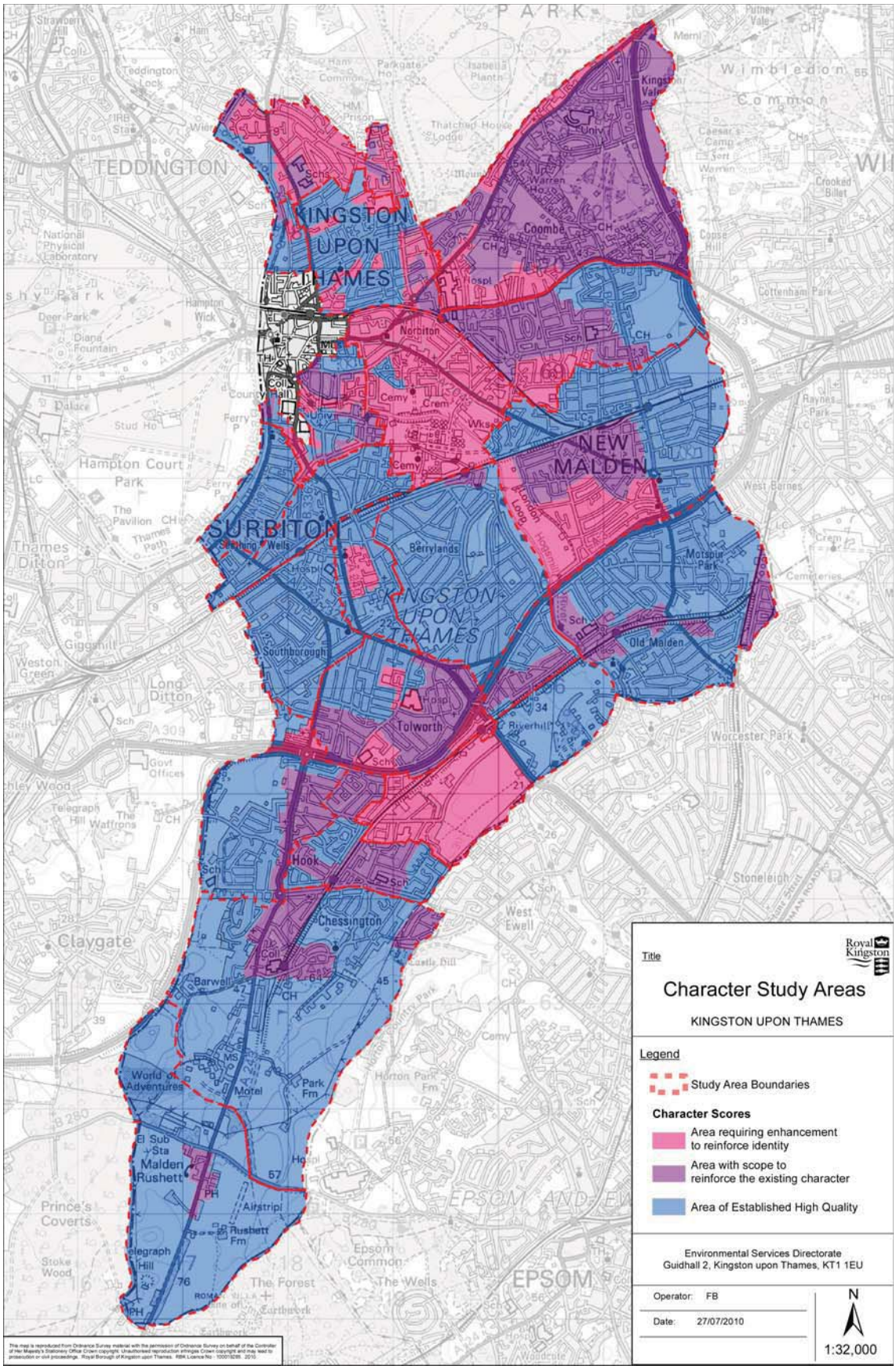
3.7 Place shaping means developing an area with the understanding that every place will have its own unique, identity and function. To many, the Borough is defined by its leafy, suburban character and, with a growing need to accommodate higher levels of housing, it is important to maintain and enhance this suburban character through sensitive residential design to ensure Kingston remains an attractive place to live, work and visit.

The Borough Character Study

3.8 The Borough Character Study[15] identifies and describes the local distinctiveness of each part of Kingston whilst identifying those areas of the Borough that are losing their distinctive character and identity. The following Borough-wide Character Map shows those areas that are losing distinctive character.

15 www.kingston.gov.uk/draft_borough_character_study

Figure 1 Borough Character Study Area



Policy Guidance 1

Place Shaping

Residential development that comes forward in those areas recognised as having scope for enhancing character will be expected to follow a regeneration-led approach so that proposals reinforce and enhance local identity. This will be achieved by:

- ensuring the design contributes positively to the public realm, e.g. creating an active street frontage with frequent doors and windows to create a sense of activity;
- introducing landmark buildings where appropriate to enhance a sense of place, e.g. housing on corner plots that are visible from within both long and short vistas;
- introducing planting and landscaping to soften hard urban edges and disguise residential parking areas; and,
- maximising opportunities to reveal lost or hidden aspects of the natural characteristics of the Borough, e.g. the Hogsmill River.

Heritage-led Regeneration

3.9 Kingston's residential areas reflect its rich and distinguished history and define its sense of place and character. There are 26 Conservation Areas which have been recognised as exhibiting "special architectural or historic interest" and the Council will expect the highest standard of residential design to preserve or enhance the character and appearance of these areas.

3.10 Conservation Area Appraisals[16] provide detailed analysis in some cases and are a useful starting point for the design process.

Policy Guidance 2

Heritage-led Regeneration

Where residential development comes forward in Conservation Areas it will be expected that where a Conservation Area Appraisal is in place, development proposals will reflect the analysis and advice given on:

- building materials, textures and colours;
- architectural styles;
- natural or cultivated elements, e.g. trees, gardens and parks;
- views, focal points,or landmarks; and,
- other heritage features or assets found within the Conservation Area.

16 www.kingston.gov.uk/conservation_areas

Sustainable Design and Adaptability

Policy Basis
London Plan: Policies 5.1, 5.2, 5.3, 5.4, 5.7, 5.9, 5.11, 5.12, 5.13 **Core Strategy**: Policies CS1, CS2, DM1, DM2, DM3, DM4

3.11 Designing homes to reflect and adapt to a changing climate represents a priority at national, regional, and the local level. The Code for Sustainable Homes[17] is the national standard for the sustainable design and construction of new homes.

3.12 Policies contained within chapter 5 of the Mayor's London Plan provide guidance on the suggested approach to London's response to climate change, in particular, policy 5.3, and guidance contained in the Mayor's Housing SPG with respect to implementing adaptation and mitigation strategies to climate change through the design of new housing.

3.13 Policy DM1 sets out Kingston's requirements in respect of achieving progressively higher levels of the Code for Sustainable Homes to maximise the sustainability of residential development in the Borough as indicated below.

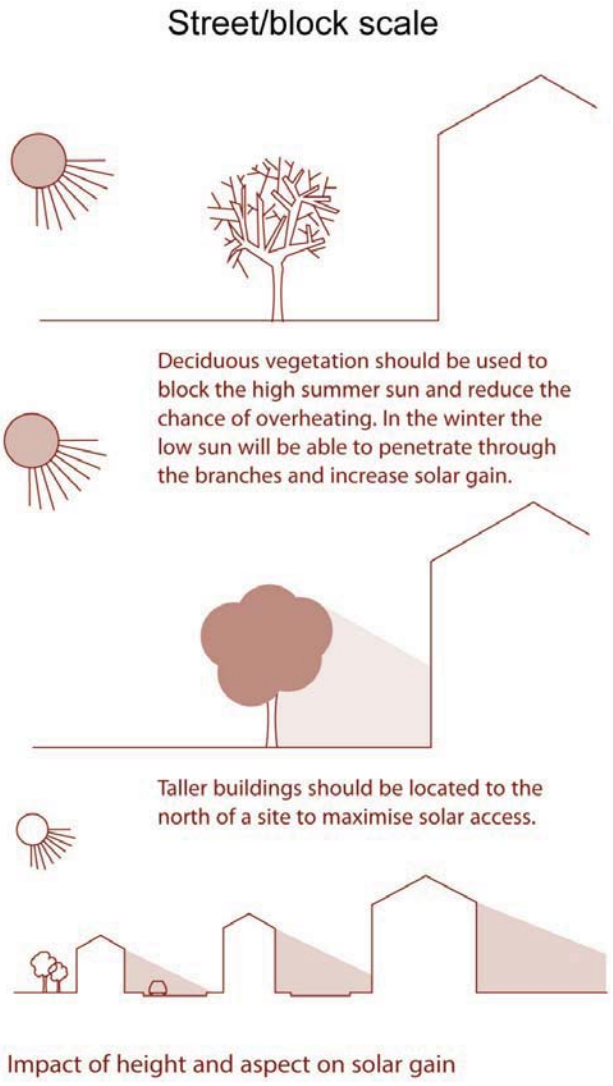
3.14 It is recognised that the Borough's existing housing stock makes a significant contribution to the climate change and resource management aims of both the London Plan and Kingston Core Strategy. As such opportunities to retrofit existing buildings should also be maximised, e.g. when altering or extending a home.

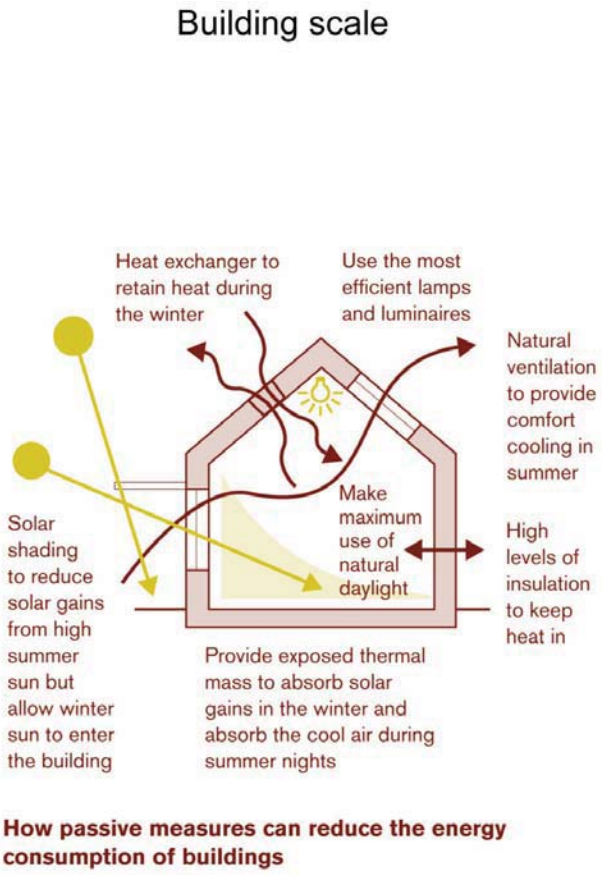
3.15 Practical considerations to ensure that the design of homes accords with the principles of resource management and climate change adaptation include:

- defining a site-wide energy strategy, e.g. reducing the demand for energy as far as possible and looking towards low carbon sources of energy where needed – particularly where opportunities to connect to district heat networks are present;
- orientating buildings to take advantage of passive solar gain and let in natural light, e.g. orientating buildings within 15-20° south where the site allows;
- introducing shading (trees of artificial shading) and urban greening to help prevent summer overheating;
- designing public and private amenity spaces to have pleasant micro-climate, e.g. without strong winds; glare or overshadowing;
- maximising opportunities to use rainwater and recycle used water on site; and,
- designing in waste management solutions that facilitate and promote recycling

17 www.communities.gov.uk/planningandbuilding/sustainability/codesustainablehomes

Figure 2 Street and building scale design responses to reducing energy demand (source: Town and Country Planning Association 2006)





3.16 It should also be remembered that despite the significant heritage context of the Borough there need not be a conflict between good sustainable design and good urban design, particularly with regards to protecting or enhancing Kingston's historic assets. For example, the introduction of sustainable design and construction techniques in Conservation Areas, and on, or in close proximity to, Listed Buildings need not have a negative impact on these heritage assets.

Figure 3 'Heritage' style photovoltaic solar panels in a Conservation Area

Policy Guidance 3

Sustainable Design

Developers are encouraged to exceed statutory requirements as set out in London Plan policy 5.3, the Mayor's Housing SPG, and in Core Strategy Policies DM1 and DM3 with particular attention given to:

- minimising energy and CO_2 emissions;
- efficient use of natural resources (including water);
- design of streets and siting of buildings – orientating homes to maximising passive solar gain or shelter from prevailing winds. Designing a residential development so that houses take advantage naturally occurring conditions or features may be challenging on constrained sites.
- optimising building density – complementing policy objectives to optimise housing output, resource efficiency should also be promoted by encouraging higher densities in appropriate locations (see para 3.19);
- incorporation of green/blue infrastructure;
- flood attenuation by sustainable drainage methods;
- enhancing biodiversity; and,
- promoting local food growing opportunities.

The Council requires all new residential developments to achieve successively higher levels of the Code for Sustainable Homes for their energy and CO2 emissions in accordance with Policy DM1:

- Up to 2016: Code for Sustainable Homes Level 4
- From 2016: Code for Sustainable Homes Level 6

Major developments should meet Code level 5 from 2013.

In addition, developers should be aware of the need to comply with current Building Regulations regarding the conservation of fuel and power in respect of both new and existing dwellings (Building Regulations Approved Document Part L (2010)[18]).

18 www.planningportal.gov.uk/buildingregulations/approveddocuments/partl

3.17 Additional information on Sustainable Construction can be found:

- in the Council's Sustainable Construction SPG[19]
- on the Council's webpage 'Sustainable Construction'[20], which includes information on retrofitting existing residential properties

3.18 The Department of Communities and Local Government also provides practical advice on implementing sustainable drainage systems on front gardens[21].

19 www.kingston.gov.uk/sus_con_guide_spg_.pdf
20 www.kingston.gov.uk/sustainable_construction
21 www.communities.gov.uk/documents/planningandbuilding/pdf/pavingfrontgardens.pdf

Density

Policy Basis
London Plan: Policy 3.4 **Core Strategy**: Policies CS10, DM10

3.19 Kingston Core Strategy Policy DM10 recognises that the 'prevailing density of the surrounding area' will be a contributing factor to the character and local distinctiveness of a street or area, and as such should be respected or maintained. When approaching site design, developers should refer to the density analysis as set out in the preceding section on common housing typologies and, more thoroughly in the Borough Character Study.

Defining Density

3.20 To ensure adequate housing delivery London Plan Policy 3.4 requires that developers 'optimise housing output' taking into account local character and public transport capacity. Broad density ranges for different types of location are set-out in London Plan Table 3.2 as shown below.

Figure 4 The London Plan Density Matrix

Table 3.2 Sustainable residential quality (SRQ) density matrix (habitable rooms and dwellings per hectare)

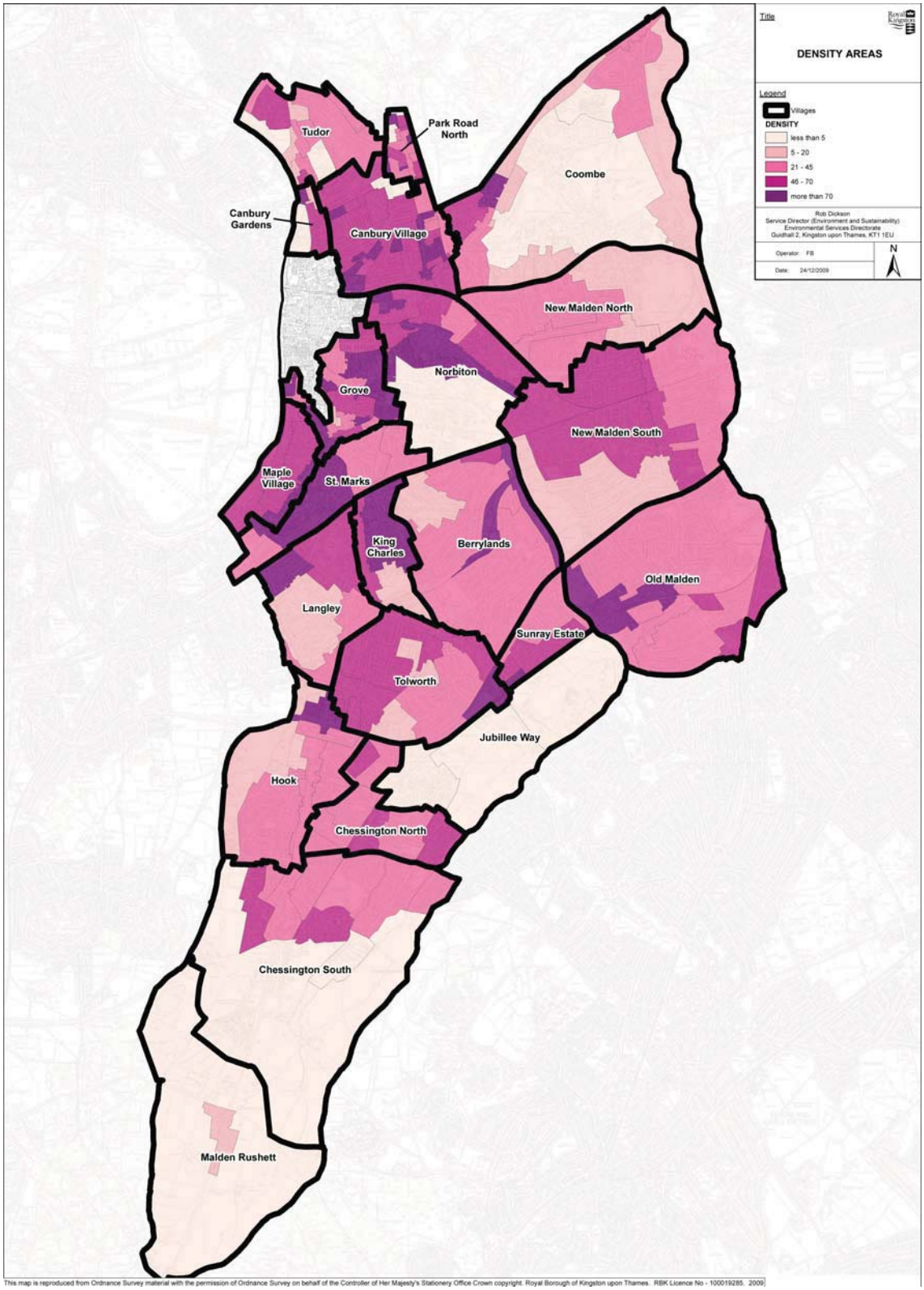
Setting	Public Transport Accessibility Level (PTAL)		
	0 to 1	2 to 3	4 to 6
Suburban	150-200 hr/ha	150-250 hr/ha	200-350 hr/ha
3.8-4.6 hr/unit	35-55 u/ha	35-65 u/ha	45-90 u/ha
3.1-3.7 hr/unit	40-65 u/ha	40-80 u/ha	55-115 u/ha
2.7-3.0 hr/unit	50-75 u/ha	50-95 u/ha	70-130 u/ha
Urban	150-250 hr/ha	200-450 hr/ha	200-700 hr/ha
3.8-4.6 hr/unit	35-65 u/ha	45-120 u/ha	45-185 u/ha
3.1-3.7 hr/unit	40-80 u/ha	55-145 u/ha	55-225 u/ha
2.7-3.0 hr/unit	50-95 u/ha	70-170 u/ha	70-260 u/ha
Central	150-300 hr/ha	300-650 hr/ha	650-1100 hr/ha
3.8-4.6 hr/unit	35-80 u/ha	65-170 u/ha	140-290 u/ha
3.1-3.7 hr/unit	40-100 u/ha	80-210 u/ha	175-355 u/ha
2.7-3.0 hr/unit	50-110 u/hr	100-240 u/ha	215-405 u/ha

3.21 The London Plan Density Matrix is based on an assessment of public transport accessibility measured specifically through Public Transport Accessibility Levels (PTALs) produced by Transport for London (TfL). To find the PTAL of your site please visit TfL's Planning Information database[22].

22 www.webptals.org.uk

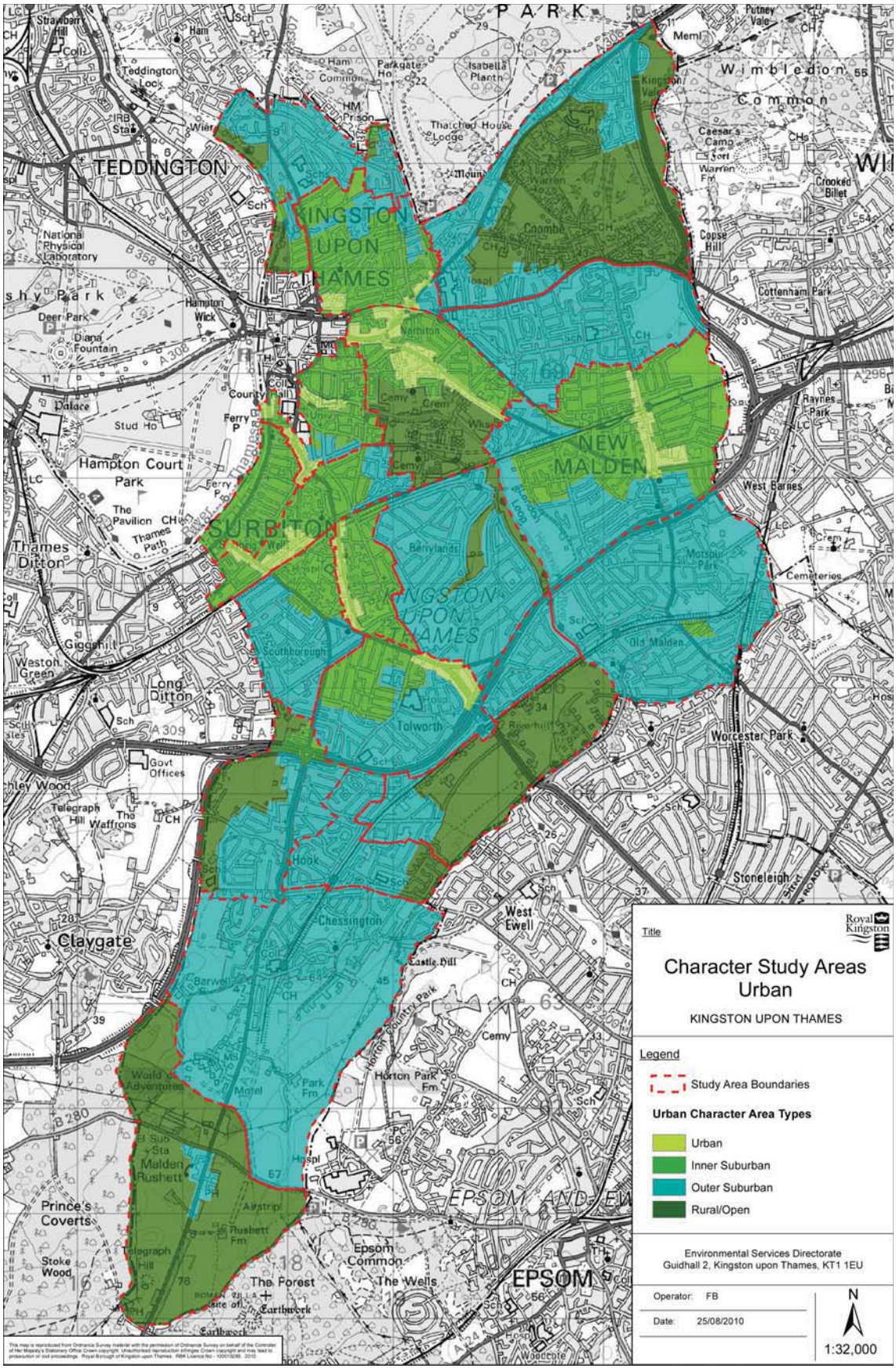
3.22 However, the Mayor's Housing SPG recognises that a decision on appropriate density is 'very properly a local matter'. Detailed analysis of the density profiles of the Borough's character areas can be found in the Council's Borough Character Study.

Figure 5 RBK Density Map



3.23 The following map drawn from the Borough Character Study broadly identifies four different character areas found in the Borough.

Figure 6 RBK Urban Character Area Types Map



3.24 Proposals for new residential development should be broadly in line with the densities identified in Figure 5, the London Plan Density Matrix and local character as identified in the Borough Character Study.

Policy Guidance 4

Density

When beginning the design process and in order to take into account the local context and setting of the development site, developers should carry out thorough contextual analysis of the area surrounding the development site (in line with Policy DM11 – Contextual Statement) to define the prevailing density of surrounding development.

Attempts to optimise the use of land in accordance with the Sustainable Residential Quality (SRQ) density matrix (London Plan Policy 3.4) will be assessed so that where residential development is proposed above or below the prevailing density for an area, developers should demonstrate how the design of their development accords with the prevailing development typology; scale, layout, height, form and massing; landscape setting and features; and typical detailing of the surrounding development.

See the Mayor's Housing SPG for additional information regarding the relationship between design and density (paras. 1.3.29 – 1.3.51).

Landscape and Public Realm

Policy Basis
London Plan: 7.5, 7.16, 7.17, 7.19, 7.21, 7.22, 7.24, 7.29 **Core Strategy**: Policies CS2, CS3, CS4, CS8, DM6, DM7, DM10, MC1(c) **Building for Life**: Qs 5, 6, 7

"Landscape is not just vandal-proof planting, unmown grass, and a maintenance headache. It is a route to civic pride" [23]

3.25 The term landscape can mean many things: open spaces, water, movement corridors, parks, squares, streets, fences, or pavement. It can be hard and soft. It can be useful to think of everything as landscape, e.g. buildings define the edge of space; landscape occupies the space.

3.26 Kingston's landscape is characterised by its substantial tree cover and the river that it embraces. Kingston has strong, historical significance in both its natural and built landscapes. The River Thames and Hogsmill River Valley; the many green open spaces and greenbelt within the Borough plus the rich heritage of its built environment contribute to the intrinsic quality of the landscape of Kingston.

3.27 For example the richness of the Arcadian Thames landscape, arguably one of the most important 'designed' landscapes in Europe; the woodland setting of the Coombe Hill area; and the privately landscaped gardens of the Surbiton Conservation Area; the large public parks in the north and south of the Borough, areas of nature conservation importance and greenbelt; and the many streams and tributaries that lead to the Thames.

3.28 Residential development in Kingston has shaped its landscape, often providing the very richness for which it is well known. However, it is important to recognise that in order to minimise adverse impact and offer social, environmental, and economic benefits[24] it is necessary to adopt an approach to housing development that works within the constraints and opportunities provided by the landscape.

3.29 Landscape design should not be left as an afterthought. The Council believes that residential development based on a well considered landscape design should not be a hindrance to optimising the development potential of land (through densification) particularly in those areas where the highest proportion of housing development is expected, e.g. Kingston Town Centre; the Borough's three District Centres; and Tolworth and Hogsmill Valley Key Areas of Change.

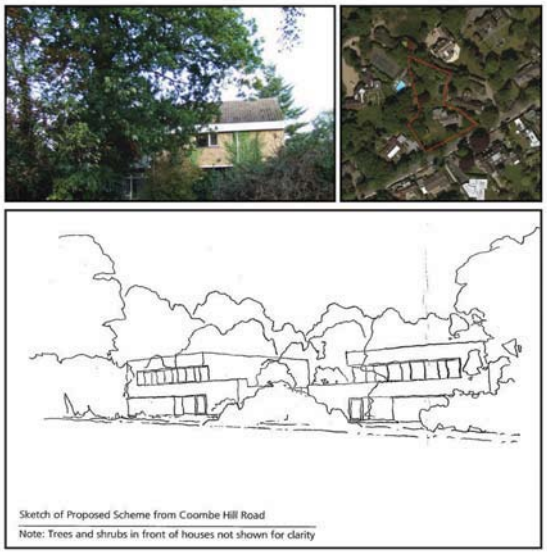
3.30 Well thought out, landscape-led development can enhance the townscape; improve biodiversity through providing habitats for wildlife; enhance public health and sense of well-being and contribute towards adapting to a changing climate. Quality landscape and landscaping can reduce development costs and the burden of ongoing care and maintenance; increase property/rental values; and help instil a sense of civic pride.

23 Urban Design Compendium p54
24 See Landscape Institute's 'Making it home: the power of landscaping to create good housing' (www.landscapeinstitute.org/PDF/Contribute/MakingithomeA4final.pdf)

Figure 7 A residential scheme that utilises the natural features of the environment

Anna House, Coombe Hill Road, Kingston.

- The original house sat broadly on the same footprint as the replacement houses with subdivision of the plot occurring which provides for adequate amenity levels on-site, with the built form and parking integrated into the existing natural landscape.
- Existing building lines and separation distances to neighbouring houses were also retained.
- Green roofs are to be introduced as is additional planting throughout the site to enhance biodiversity and provide extra level of screening between the two houses.



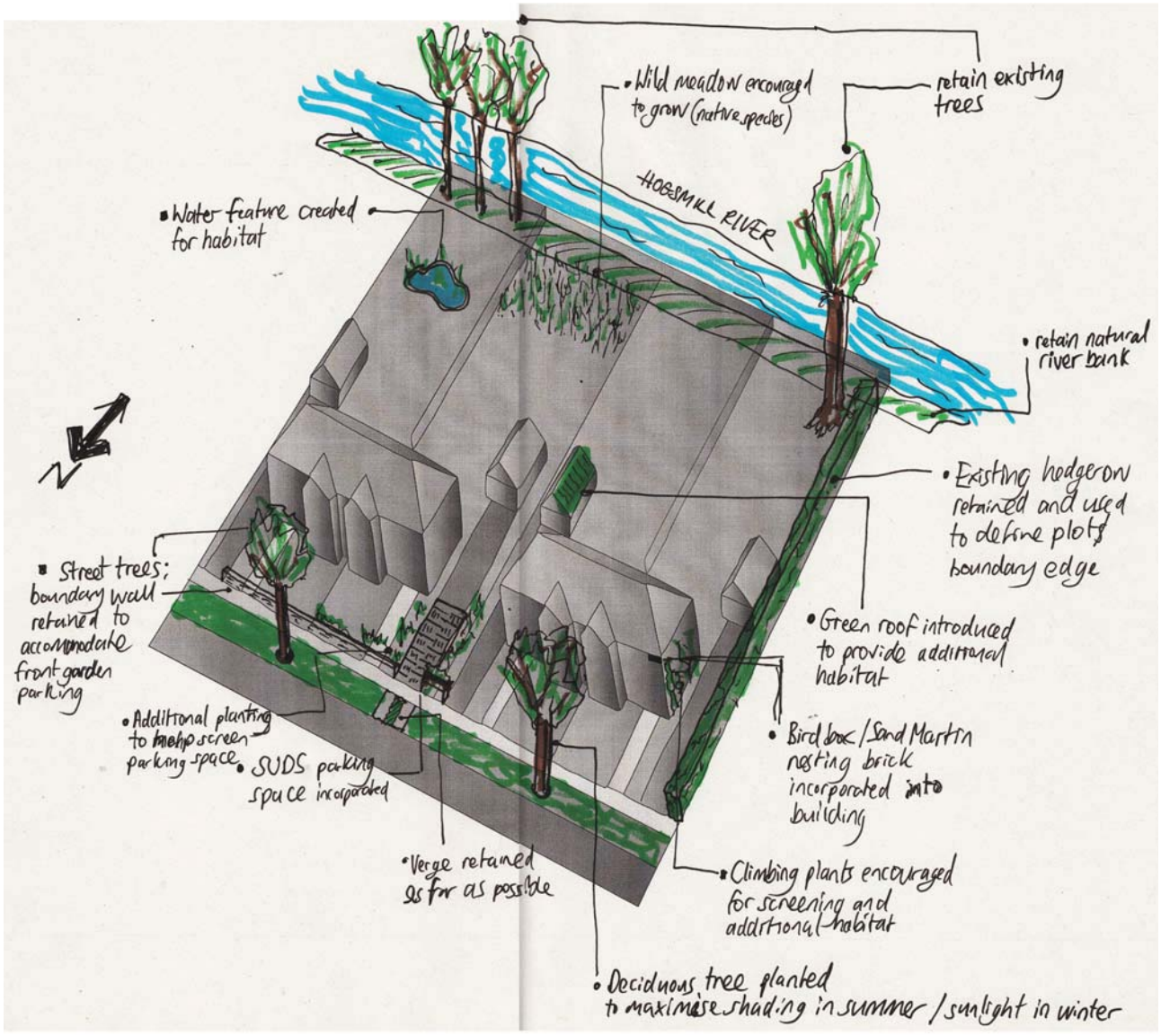
Policy Guidance 5

Landscape-led Development

- In all cases, residential development should be landscape-led, whether planning the landscape of a new project, or looking to improve it in an existing scheme. Landscape design should be considered at the beginning of a project and should come about by working positively with what is already there, e.g. the topography of the landscape as well as any climatic, hydrological, geological or ecological constraints.
- Landscape design should begin with sound analysis of the intrinsic landscape characteristics and aim to incorporate those landscape elements of value; and create a structured landscape setting that includes provision of open space appropriate to the location and scale of a development scheme. It should also inform movement through and around a site as well as the form that development takes on site.
- In some cases this could mean maximising opportunities to improve the landscape/public realm of areas which lack any coherent landscaping, particularly softer planting of trees and vegetation.
- On schemes that require a landscape masterplan it is recommended to instruct the services of a landscape architect. For more information please visit the Landscape Institutes's website[(25)].
- Where areas of public realm are proposed as part of a new residential development, it will be expected to incorporate:
    - principles of inclusive design, e.g. clutter and obstacle free;
    - a coherent palette of street furniture and signage that reflects the prevailing character of the locality, for example by using street furniture commonly found elsewhere in the locality; and,
    - robust and sustainable materials.

25 www.landscapeinstitute.org/index.php

Figure 8 Landscape



3.31 More detailed landscape guidance can be found in the Council's Landscape Design SPG[(26)].

Green Infrastructure

3.32 The landscape around our homes is not only valuable as small privately owned spaces, but can also be thought of as part of a larger London-wide landscape, and has a role in supporting biodiversity at a neighbourhood scale.

3.33 This is a concept that is very much promoted by the Borough in the context of the All London Green Grid[(27)], a network of green and open spaces, or green infrastructure, which it is recognised are best considered as an interdependent grid of spaces. Together they represent opportunities for those in Kingston to benefit from a wealth of benefits

26 www.kingston.gov.uk/supplementary_planning_guidance_-_landscape_design.pdf
27 All London Green Grid SPG (www.london.gov.uk/publication/all-london-green-grid-spg)

including sustainable travel, flood management, access to greenspaces and healthy living, conserving the natural environment, creating distinctive destinations, plus the economic and social uplift these support.

3.34 Collectively, these spaces may also play an important role in adapting to climate change. Changes to the design and management of these elements of our landscape can compromise their function.

3.35 The Arcadian Thames Framework together with the Thames Landscape Strategy[28] provide the strategic framework within which to best view the importance of landscape in Kingston and as a good starting point to studying the context for residential development.

Front Gardens, Grass Verges and Trees

3.36 Front gardens are regarded as part of the public realm (albeit private land) and therefore it is appropriate for planning controls to constrain the ways these spaces are managed to ensure that the character of the streetscape is protected and enhanced.

3.37 In Kingston there is a growing threat to the character defined by these spaces where the setting, proportion and enclosure of the street is being undermined through the provision of parking on front gardens. This is particularly acute where proposals to convert larger dwellings into multiple dwelling units.

Figure 9 Loss of front garden

3.38 The paving over of these garden spaces may also increase the risk of surface water flooding; reduce the amount of water ingress to aquifers locally, which in turn reduces the amount of water left for trees and vegetation; reduce the amount of habitat for wildlife; and contribute to the urban heat island effect where hard paving has replaced natural vegetation.

28 www.thames-landscape-strategy.org.uk

Policy Guidance 6

Front Garden Parking in New Developments

Generally where front garden parking is not an original characteristic of the street, front garden parking[29] will be resisted unless it can be demonstrated that a parking space can be accommodated:

- Safely: according to standards set out in the Council's Sustainable Transport SPD and to the satisfaction of the Council's Neighbourhood Traffic engineer
- Sensitively: responding to the intrinsic character of the street and any natural/built features on site that reflect this character and ensuring that cars do not dominate the streetscene, e.g. by retaining existing hedges, walls, railings, trees/vegetation
- Constructed from a permeable material[30] wherever feasible to the satisfaction of the Council's drainage officer. Hard-standings that drain directly into the existing surface water connection to the sewer or drain onto the highway will not be acceptable.

Where the provision of a car parking space is feasible and the established character of the streetscene or public realm is of poor quality the applicant will be expected to introduce a landscape-led design which adds value to the public realm through, for example, the introduction of natural vegetation, or provision of street trees. Any landscaping should not compromise pedestrian and vehicular intervisibility between the parking and the footway/highway.

N.B. Planning permission is generally not required to install a vehicle crossover[31]. Howeve, vehicle crossovers which are proposed on the Transport for London Road Network require planning permission [32].

Policy Guidance 7

Trees

Generally there will be a presumption against the loss of trees - regardless of whether they are protected by virtue of a tree preservation order or with respect to their location within a designated conservation area.

Where a development proposal involves the removal of a tree on site, the applicant will be expected to demonstrate that:

a. the tree is in poor health

29 where planning permission is required
30 See the Department of Communities' Guidance on the permeable surfacing of front gardens (2008) for more best practice guidance: www.communities.gov.uk/documents/planningandbuilding/pdf/pavingfrontgardens.pdf
31 www.kingston.gov.uk/vehicle_crossing_guidance_notes
32 The applicant is also required to enter into a Section 278 Agreement with TfL to implement the crossover

b. two replacement trees can be planted on-site (2 for 1 policy)
c. as per London Plan requirements, new planting should follow the 'right place, right tree' principle

Encourage the planting of native species; where new tree species are to be introduced a preference will be given to:

- native species where these native species represent the dominant character of the landscape, e.g. in proximity to a woodland setting
- disease/pollution resistant species where proposed in close proximity to motorised traffic

Discourage the planting of:

- invasive or aggressive species – particularly where these species are proposed to be planted in close proximity to a neighbour's wall, fence, or other structure
- large-canopied species

Garden Development

3.39 Some pressure exists to develop back gardens particularly in areas like Coombe Hill, or Surbiton where relatively low density development on larger plots creates a precondition for subdivision of plots. However, these well-landscaped, private gardens contribute to both the network of green spaces and character of the landscape more generally.

3.40 Increments in overall housing provision which results from garden development in Kingston is generally small the contribution garden development makes to the overall delivery of houses in the Borough should be recognised and guidance is needed to ensure that where this is appropriate, housing can be accommodated sensitively.

3.41 Although there is no identified need to specifically develop garden land to ensure the delivery of housing in the Borough (see policy CS10), in some circumstances it may be acceptable increase density and introduce new residential development sensitively so that landscape character and setting is protected and even enhanced.

3.42 The London Plan (Policy 3.4) on optimising housing potential is also clear that increasing the density of existing housing land should not be at the cost of local character and distinctiveness or other policy objectives of biodiversity; climate change adaptation; health and well-being.

Policy Guidance 8

Garden Development

New residential development on garden land which is out of character with the existing form of development and urban grain will be resisted. Comprehensive developments that create a sense of place in themselves will be considered subject to the criteria below:

- Development proposals must incorporate existing landscape features and harmonise with the character and setting of area.
- Development proposals should broadly accord with the existing plot ratio of the site, e.g. ratio of built floor space to undeveloped land – see section on Built Form below.
- There should be no net loss of trees on site.
- Established building lines should be maintained.
- Safe and suitably landscaped [vehicular] access to a site will be a prerequisite.
- Private and communal open space should be incorporated to the standards listed below under Movement and Amenity.
- Threats to the amenity of existing neighbouring dwellings should not be introduced for example through overlooking from new windows or overshadowing from new buildings.
- Any car parking lost through redevelopment should be re-provided on-site with care taken to ensure car parking does not dominate the site.

Biodiversity

Policy Basis
London Plan: Policy 7.19 **Core Strategy**: Policies CS3, CS4, DM5, DM6

3.43 The guiding principle to planning for biodiversity in Kingston is to allow no further net loss of biodiversity and to achieve positive gain. New development should therefore protect and promote biodiversity through sustainable design where appropriate. In residential development this could mean:

- Green/brown roofs and walls[33]
- Habitat management
- New or improved semi-natural habitats, e.g. ponds, wildflower meadows
- Climbing plants
- Artificial nesting sites, e.g. bird or bat boxes

Policy Guidance 9

Biodiversity

- All sites have habitat potential and as such developers should seek to maximise opportunities to enhance biodiversity locally. Designing for biodiversity can also cut maintenance costs, e.g. the difference between a large lawn and a meadow.
- At outline design stage opportunities and constraints should be identified pertaining to habitat or wildlife potential and worked into overall landscape design. The starting point should always be any existing vegetation, the environment, soil and landscape.

33 See: http://livingroofs.org/

- The extent to which biodiversity should be planned for will depend on the scale of the development and the location of development particularly where a development site contains or is next to significant areas of habitat or wildlife potential.
- Where a loss of local habitat is unavoidable, developers should ensure provision of a similar or enhanced wildlife resource.
- Re-use of existing material on the site (e.g. soil or rubble, where not contaminated) in a landscaping scheme should allow existing/similar species to establish. This may also reduce disposal costs of such material for the developer.
- Care should also be taken both during and after construction to minimise disturbance of existing habitats/wildlife.

3.44 The Council's good practice guide 'Biodiversity & The Planning Process in Kingston upon Thames' provides further guidance for developers on protecting and enhancing biodiversity.

Microclimate

3.45 Local variations in temperature, sunlight, and wind movement can be influenced by the design of new residential development. These variations can not only affect the intrinsic landscape features, e.g. trees and shrubs but also enjoyment of both your home and garden.

Policy Guidance 10

Microclimate

Landscape design for residential development should consider:

- the use of deciduous trees to provide shade in summer and allow for sunlight in winter,
- placing trees away from the southerly elevations of residential units, particularly habitable rooms, and
- using trees and hedges as windbreaks to provide shelter from uncomfortable draughts from prevailing winds from the south-west.

3.46 The Council's good practice guide 'Biodiversity and the Planning Process in Kingston'[(34)] provides further guidance for developers on protecting and enhancing biodiversity.

Local Food Growing

Policy Basis
Core Strategy: Policies CS2(e), MC1(c)

34 www.kingston.gov.uk/gpg_biodiversity_v2_update_may_2009__5_.pdf

3.47 To reflect the Council's Climate Change Adaptation Strategy and wider sustainability concerns of enhancing biodiversity and meeting local food security, through providing a cheap, readily accessible supply of nutrition opportunities should be maximised through the provision of private amenity space for residents to grow their own food.

Policy Guidance 11

Local Food Growing

- Private gardens should be designed so that future occupants have the ability/option to grow food to supplement allotment provision in the Borough. In practise this could mean landscape design that incorporates raised beds, planters, land that is capable of supporting food growing.
- Where communal gardens are provided, thought should be given to how this land could be used for the establishment of community gardens for community food growing.

Movement and Amenity

Policy Basis
London Plan: Policies 3.5, 3.6, 3.8, 5.10, 6.13 **Core Strategy**: Policies CS1, CS2, CS3, DM3, DM10, DM22 **Building for Life**: Qs. 1, 4, 8, 9, 10, 11, 12

Permeability

3.48 As a rule, all new residential development should be well connected to the existing movement network of streets, footpaths and cycleways. Movement should be encouraged both to and from, and within a site with a preference towards walking and cycling.

3.49 A failure to do this will result in an 'enclave' of residential development which encourages movement to and from it by car. In addition, it should be easier to find one's way around a well connected residential development which in turn should make residents feel safer and more secure.

3.50 There is a trend in Kingston for an increasing number of poorly connected residential developments, in particular, private, gated communities. There is a preconception that the private gated community guarantees safety and exclusion of those not wanted inside the walls. However, these types of development have a number of disadvantages including:

- lack of street activity and character
- social isolation
- increased maintenance costs
- increased response times for emergency services

3.51 A well connected residential development will ensure that adequate public access is achieved making them both accessible and socially inclusive (see section on Inclusive Design below) and reversing the trend of private gated developments.

3.52 That said, a fine balance needs to be struck between increased and excessive permeability, which may give rise to security concerns where the backs or sides of properties are exposed, encouraging illegitimate or criminal access to a property. For more information see the Secure by Design Residential Toolkit[35].

3.53 In many cases it should be possible to increase the safety or feeling of safety in a residential development without the introduction of socially divisive or visually obtrusive barriers, e.g. creative landscaping or lighting features, or arranging buildings so that public spaces are overlooked.

35 www.securedbydesign.com/toolkit/index.html

Policy Guidance 12

Gated Developments

Consistent with the aims of inclusive design set out below, pedestrian access and social inclusion should be encouraged in all new developments in the Borough. Consequently, proposals that seek to exclude public access are divisive, prevent social permeability, and diminish community cohesion will not be supported, particularly where the introduction of boundary or gated features would be at odds with the character of the streetscape or locality in general.

The gating of residential communities will only be considered in wholly exceptional circumstances as a last resort, where it can be demonstrated that the safety and security benefits of introducing gating to protect vulnerable communities is considered to outweigh the benefits of encouraging social cohesion and integration. Where wholly exceptional circumstances are demonstrated care should be taken when locating and designing gates so that:

- gates are not installed in a prominent location,
- views into the development are maintained,
- the height and form of gates to be installed are not overbearing nor imposing, and
- their design contributes positively to the general character and appearance of the streetscape

Planning for Open Space

3.54 Residential development should be planned around providing safe and usable open space. This may be in the form of private or communal gardens; children's play areas; squares; greens; allotments or public parks.

3.55 Depending on the scale of the development and the quality and quantity of existing provision in the wider context it may be necessary to incorporate an element of public open space into your development [to the standards set out below].

3.56 Essentially provision should be made for open spaces that fulfil a number of functions: hanging out washing, sitting out, taking a stroll, having a kick about, providing habitats for wildlife and allowing flood water to drain naturally.

3.57 When providing amenity space the following will not be counted:

- Shared surfaces
- Driveways
- Vehicle parking areas or hard standing
- Cycle parking areas
- Footpaths
- Servicing areas
- Refuse storage areas
- Voids and light-wells.

Private Amenity Space (Gardens and Balconies)

"Private garden land is the enclosed area within a dwelling curtilage from which the public is excluded." [36]

3.58 The role of private gardens in residential development should not be underestimated particularly where they contribute towards the leafy, green suburban character of Kingston.

3.59 Private gardens provide a function that may not be interchangeable with that offered by public open space, and in any case Borough-wide, residents experience deficiencies in public open space provision.

3.60 As such, the private garden provides key open space for humans and habitats for wildlife whilst becoming increasingly important in the context of a changing climate where they play a role in keeping urban areas cool and help prevent surface water flooding. Additionally they may provide residents with the opportunity to play, grow food, and escape the hustle and bustle.

3.61 Private amenity space should therefore be provided in all new housing development to the standards below:

Policy Guidance 13

Private Amenity Space

Although in different character areas levels of private amenity space may vary considerably the following minimum standards for private gardens should be achieved, and where possible exceeded for all new residential development, unless it can be demonstrated that this would be at odds with the prevailing physical context and local character of development, e.g. town centre locations or where achieving these standards would compromise optimising housing potential through the application of the London Plan density matrix:

New houses (including conversions)

- 50sqm of private garden per family house (+ 5sqm per extra bedroom over three) where the prevailing character of the area allows

New flats

- 10sqm per dwelling + 1sqm per additional occupant

36 See para.1.2.17 (Private garden land development) of the Mayors Housing SPG (http://www.london.gov.uk/priorities/planning/publications/housing-supplementary-planning-guidance)

Where a proposal for new residential development relates to an existing residential development, additional floor space should not be achieved through the loss of private amenity space below the standards indicated above. For example, additional residential units provided on existing garden land will be expected to have provision made for private amenity space to the standards above.

New garden land will be expected to have been designed to be integrated into the existing landscape and fit for purpose:

- Usable, and adaptable for a range of uses, e.g. recreation, food growing
- Well-landscaped, featuring permeable surfaces wherever practical
- Well screened from neighbouring properties
- Benefiting from good levels of direct sunlight
- Accessible from the ground floor of the unit

Communal Gardens and Amenity Space

3.62 In a modern flat development it is essential to provide an element of communal outdoor amenity space to compliment the lower levels of private outdoor amenity space set out above. These spaces should be safe, usable, designed to a high standard and well managed so that the space remains high quality.

Policy Guidance 14

Communal Amenity Space

For all new flat development schemes (including conversions and changes of use), communal amenity space should be provided to the following standards in addition to the private amenity space standards set out above:

- 50sqm per development *plus* where less than 10sqm private amenity space is provided per flat, the shortfall in provision should be added to communal amenity space, e.g. If a private balcony of 3sqm is added per flat, an additional 7sqm per flat should be added to the total amount of communal amenity space.

Where communal open space is provided, development proposals should demonstrate that the space:

- is overlooked by surrounding development;
- is accessible to wheelchair users and other disabled people;
- is designed to take advantage of direct sunlight; and,
- has suitable management arrangements in place.

N.b. Separate guidance on the provision of communal amenity space for student accommodation is provided at Section 5.

Public Open Space

3.63 On residential schemes of up to 50 dwellings and where on-site provision of open space cannot be provided the Council will seek contributions for off-site improvements to the quality/quantity of open space, play provision, the Thames or Hogsmill River, biodiversity and public realm improvements in the local area.

Policy Guidance 15

Public Open Space

Contributions will be sought in accordance with the Council's Planning Obligations SPD (2011) and/or the Council's Community Infrastructure Levy:

Table 1 Public Open Space Contributions

Size of Dwelling	Average Occupancy	Contribution
1 bedroom	1.3 persons	£1,300
2 bedrooms	1.8 persons	£1,800
3 bedrooms	2.6 persons	£2,600
4 or more bedrooms	3.2 persons	£3,200

Separation Distances – Maintaining Privacy, Daylight and Environmental Quality

3.64 Introducing new residential buildings or extensions to existing buildings can lead to a loss of privacy for neighbouring properties particularly where new windows are introduced closer to adjacent boundaries, creating overlooking.

3.65 As a result privacy can be lost where there is an inadequate distance between windows of habitable rooms or where the private outdoor spaces of neighbouring properties are overlooked. It may be possible to design in a variety of measures to maintain visual and acoustic privacy, though a rule of thumb will be to maintain adequate separation distances between buildings, and in particular habitable room windows.

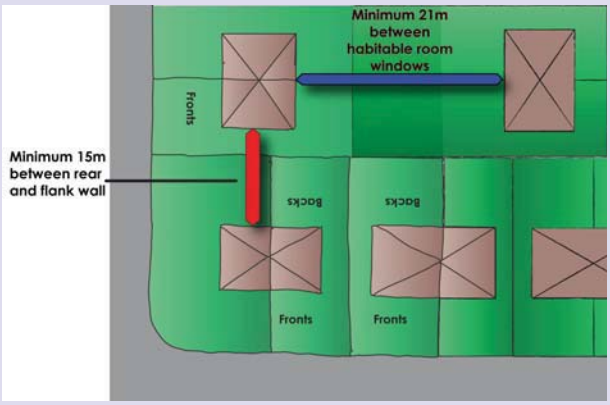
Policy Guidance 16

Separation Distances

For all new residential development (including conversions and changes of use) the priority should be to provide and protect acceptable levels of amenity for both existing and future residents. On smaller sites the prevailing character of the area may dictate what separation distances will be but *in general* minimum separation distances between neighbouring properties should be maintained using the following standards:

- A separation distance of no less than 21m shall normally be maintained between facing windows of habitable rooms
- A separation distance of 7.5m shall be maintained between new habitable room windows and the boundary to neighbouring properties or 15m between new habitable room windows and the flank wall of a neighbouring property
- Where the site topology, landscape features or adequate screening is in place it may be appropriate to relax these distances [37]
- In all cases, developers should demonstrate, through a design and access statement, how adequate visual and acoustic privacy will be achieved – consistent with the Mayor's Housing SPG paras 2.3.30/Standard 5.1.1

Figure 10 Minimum separation distances between habitable room windows



Daylighting and Sunlighting

3.66 The size and volume of any new build or extension may also be limited by the degree to which it would block out daylight to the habitable rooms [38] of a neighbouring property. The need to maintain a reasonable outlook for neighbouring properties should also be carefully considered.

Policy Guidance 17

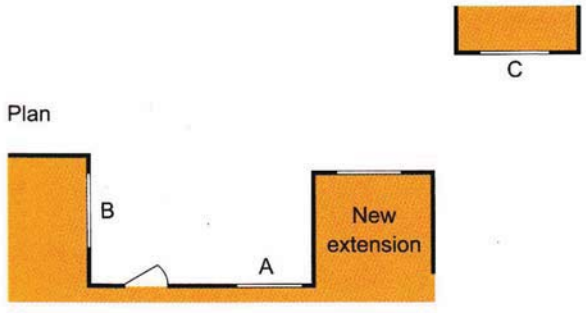
The 45 Degree Rule

The Council applies the **'45 degree rule'** in assessing development proposals. New buildings or extensions to existing buildings should not encroach on a line drawn at an angle of 45 degrees from the midpoint of the closest window to a habitable room in a neighbouring property as follows:

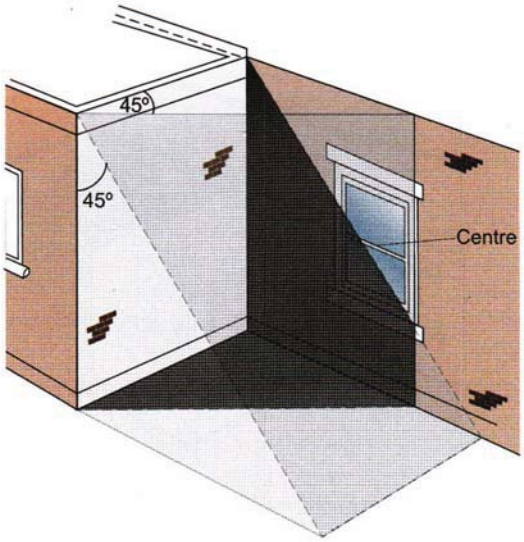
37 For example, privacy screens may prevent overlooking, though noise activity on a balcony can still be disruptive to neighbours with adjacent windows

38 See Glossary definition of Habitable room pg.105

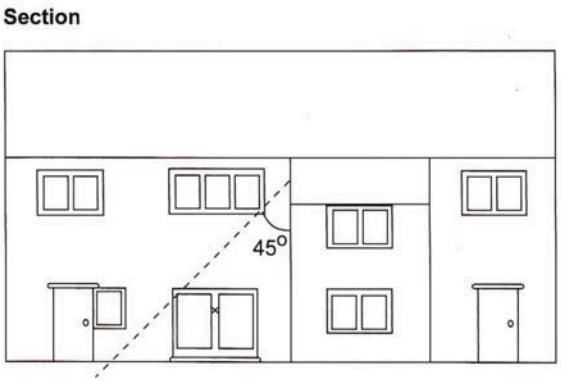
Figure 11 The 45 Degree Rule (Source: BRE Guide to Daylighting & Sunlighting)

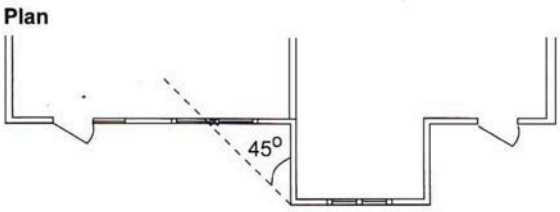


a) To asses the impact of the new extension, the 45° approach may be used for window A but not for windows B and C which directly face it.



b) Application of the 45° approach to a domestic extension. A significant amount of light is likely to be blocked if the centre of the window lies within the 45° angle on both plan and elevation. Here the centre of the window lies outside the 45° angle on elevation, so the impact of the extension is likely to be small.





c) Here the extension has a pitched roof, so a point halfway along the roof slope is used as the start of the 45° line on the elevation. The affected window is a patio door, so a point 1.6m above the ground has been taken. This point is within the 45° angles on both plan and elevation, so a significant reduction of light is likely.

The 45 degree rule can be used to assess the impact a new building or extension can have on neighbouring properties in terms of safeguarding daylighting. This rule seeks to:

- maintain a satisfactory relationship between existing buildings and proposed extensions,
- avoid new development having an overbearing impact on neighbouring properties, and
- prevent excessive loss of daylight or over shadowing of habitable rooms and amenity spaces of adjacent properties

The 45 degree rule is only an indicator and the acceptability of a development proposal will also be dependent on ground levels on site and the orientation of the buildings.

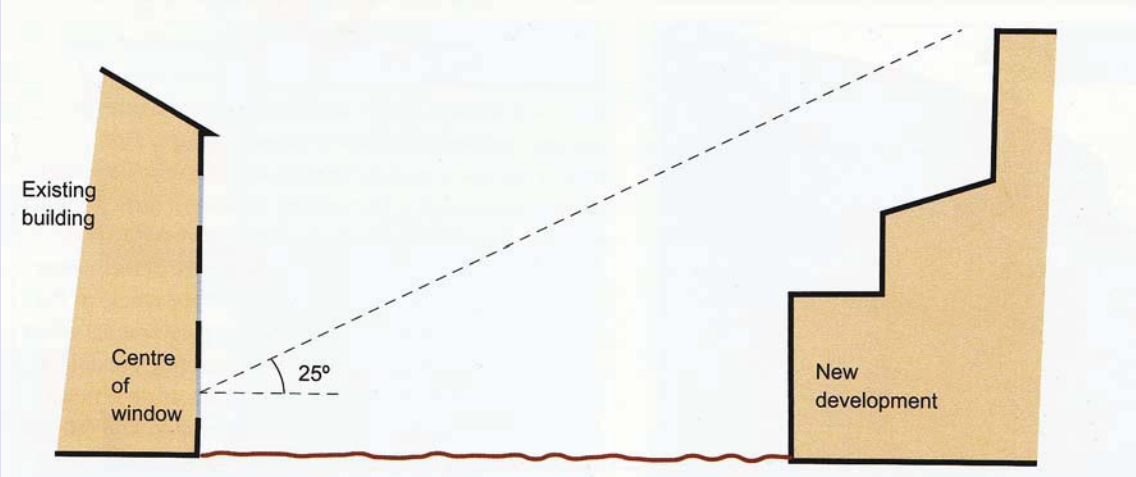
Policy Guidance 18

Loss of Light to Existing Windows

New development should be designed so that new buildings or extensions to existing buildings stand a reasonable distance from the boundary of the property so not to block an unreasonable amount of light from any existing windows of neighbouring properties. As such:

- proposed new buildings or extensions to existing buildings taller or closer than three or more times their height (measure from the the centre of the existing window of a neighbouring property) should not encroach on the angle to the horizontal subtended by the new development to the centre of the lowest window should be more than 25 degrees.

Figure 12 The 25 Degree Rule (Source: BRE Guide to Daylighting & Sunlighting)



For more information see the BRE's Site Layout Planning for Daylight and Sunlight: A Guide to Good Practice[39]

Defensible Space

3.67 The concept of defensible space refers to the way a residential environment functions (building and site layout) so that the residents themselves become active in maintaining their own security. By defining clear boundaries between public and private space, conditions are created where all public spaces in a development are naturally overlooked.

39 http://www.bre.co.uk/

Policy Guidance 19

Defensible Space

Developers should demonstrate through a design and access statement how adequate acoustic and visual privacy is maintained through the provision of defensible space as necessary.

The nature of exact measures to provide defensible space should be appropriate to the existing character of the streetscene but could include:

- ensuring that the boundary between public and private areas is clearly demarcated. In general it will be desirable for the front of a property to be visible from the street separated by a low wall, hedge and/or combination of railings - as appropriate to the landscape character of the street.
- providing at least 2m between the back of the footway and the habitable room window. This should be well landscaped with care taken in selecting plant species so that they are hardy, low maintenance and not likely to block light from windows.
- off-setting the ground floor level by at least 1m to create a level change. This will prevent those passing on the footway from having a direct line of sight into a habitable room. This will also allow those living in the property to view activity on the street, creating a level of passive surveillance.

3.68 Secured by Design approval may be gained for residential development and benefit from a significant marketing opportunity as this will entitle the use of the official Secured by Design logo in any literature or advertising material. For more information please see the Secured by Design Toolkit[40].

Cycle storage

3.69 Cycle storage should be functional, sheltered and secure, and conveniently located so as to encourage cycle use in both residents and visitors.

40 www.securedbydesign.com/toolkit/index

Figure 13 Well Integrated Cycle Storage

Policy Guidance 20

Location and Design of Cycle Parking

- Cycle storage should wherever possible be integral to the design of the dwelling, e.g. incorporated into the design of a garage/porch; and should be easily accessible so as to encourage its use.
- Provision for cycle parking should be in addition to space provided for other uses, e.g. garaging, balconies, hallways. As such the provision of cycle parking should not impact on the way these areas are used.
- Provision for cycle parking should be in addition to space provided for other uses, e.g. garaging, balconies, hallways. As such the provision of cycle parking should not impact on the way these areas are used.
- Where cycle storage needs to be provided externally it should be constructed from durable materials appropriate to their setting. Where possible these:
    - should be low maintenance and designed to wear should be sited sensitively, be well screened and appropriately landscaped so as to preserve and enhance the character of the streetscene; and,
    - should not project forward of the established building line.
- Cycle parking should be provided in accordance with the relevant standards from the Sustainable Transport SPD.

Further guidance on the design of cycle parking can be found in the Council's Sustainable Transport SPD and the Department of Transport's Manual for Streets[41].

Car Parking Spaces

"*Restore the balance of parking provision between the street and the plot and to provide safe, active, and attractive, neighbourhoods for resident and passer-by alike*"

3.70 There is a recognised need in Kingston to reduce the dominance of parked cars in some residential areas.

3.71 In locations where there are no designated on-street parking bays and carriageway widths are inadequate to allow parallel parking within the carriageway , there are often vehicles parked half on, half off the pavement. This not only creates a barrier to pedestrian and cyclist movement, but also reinforces the dominance of the car in some streets, eroding the character and appearance of the streetscene.

3.72 A lack of available on-street parking can also create pressure to convert front gardens into parking spaces, which can adversely affect the character and attractiveness of the street (as well as result in loss of biodiversity and increase in surface water run-off). As such (in some areas) there has been the gradual erosion of the character of the streetscene to accommodate private vehicles.

3.73 Despite the adverse effect that vehicle parking can have on the streetscene, when parking is designed carefully it can be integrated into the streetscene so that vehicles make a positive contribution to the character of a street by creating activity. Some of the Borough's most attractive streets are those where vehicles are parked formally on the street with planted trees preventing them from dominating the street scene. A line of parked cars can also act as a safety buffer between pedestrians on the footpath and moving vehicles in the carriageway.

3.74 However, provision for car parking should be made using a combination of off-street (on-plot and off-plot); and on-street parking. The most appropriate location for vehicle parking to be provided will depend upon factors including the character of the area, the topography, and reasonable market demands, e.g. anticipated tenure of the development. See Appendix 3 for examples of parking types.

Policy Guidance 21

Location and Design of Car Parking

- Where provision of vehicle parking is required to serve residential development the character and quality of the street should be maintained, and where possible enhanced.
- Consideration should also be given to:
    - road safety, in particular pedestrian and cyclist access;

41 www.dft.gov.uk/publications/manual-for-streets.pdf

- emergency vehicle access;
- traffic flows;
- bus movement;
- rain and storm water flows; and,
- the general amenity of local residents.

- Car parking should be provided in accordance with the relevant **standards**, which are set out in the Sustainable Transport SPD.
- Wherever possible, parking should be provided with access from the frontage of a property to maximise activity between the street and the house, and to encourage allocated spaces to be used.
- On-street parking will only generally be supported where new routes or streets are being created as part of a new residential development and where it can be demonstrated that they are integral to the design of residential streets.
- Thought should be given over the balance between providing allocated bays to specific users or residents (including provision for **car clubs**); and unallocated bays in order to maximise flexibility in design for a changing demographic over time.
- When designing car parking ensure that:

  - all cars can be surveyed from ground floor and upper floor windows;
  - garages and car ports do not project forward from the established building line;
  - breaks in lines or rows of on-street parking bays are introduced every 6 spaces to allow for tree planting and to maximise pedestrian permeability; and,
  - on new routes or streets serving residential development thought is given to varying street width and length according to the prominence of the route and housing density allow for a wider range of parking types and to provide some variation in street character.

For further information on the design of vehicle parking please see English Partnership's 'Car Parking What Works Where' (2008)[42]

Location of Waste Facilities and Design of Waste Stores

3.75 Adequate storage should be provided for the minimum number of containers required for the landfill waste and recycling collection services. Where the site layout has been designed such that waste containers have been sited inconsiderately, there can be a negative impact on the quality of the streetscene making a residential development unattractive and causing a nuisance for pedestrians, cyclists and vehicles if left to obstruct the footway.

42 www.homesandcommunities.co.uk/car-parking-what-works-where

Policy Guidance 22

Waste Storage

- Storage of waste facilities should be integral to the design of dwellings and located so that they can be accessed conveniently for residents. Ideally, this would be to the rear of the property provided frontage access to the rear of the property can be achieved, i.e. without travelling through the house.
- Where containers need to be permanently stored to the front of a property they should be housed in dedicated storage structures, which should be sited sensitively and where appropriate, well screened and appropriately landscaped so as to preserve and enhance the character of the streetscene.
- In general, waste stores, typically containers, should not be sited to project forward of the established building line.
- A dedicated waste store should be constructed of materials appropriate to its context, particularly where the development site is in a sensitive location, e.g. Conservation Areas; Areas of Special Character.
- Waste storage areas should be designed to accommodate waste receptacles in accordance with minimum provision outlined in Appendix 2
- Developments of six or more residential units will require communal waste containers to be accommodated:
    - on-site (at ground level)
    - no more than 15m from the public highway
    - If more than four communal wheeled bins for landfill waste are to be emptied, then the collection vehicle should be able to enter the development to avoid the risk of obstructing traffic

See also Part H of Approved Building Regulations.

Built Form

Policy Basis
London Plan: Policies 3.4, 3.5, 7.1, 7.4, 7.6 **Core Strategy**: Policies CS10, DM10, DM11, DM13 **Building for Life:** Qs. 5, 7

3.76 Another element of the character of existing residential development in Kingston is its built form. This is varied and often takes its lead from the period in which housing was built.

3.77 The built form of residential development directly impacts the quality of housing provision which in turn affects quality of life for the occupants.

3.78 Built form can be discussed at a number of scales, e.g. street and site. In this guide it will be discussed in terms of:

- Enclosure
- Building lines
- Building footprint (building line build up and plot ratio)
- Building height
- Roofscape
- Frontage composition
- Internal space standards

3.79 The standards below reflect a need to consider the built form of development both in the context of the existing character of an area and the integrity of the design of new development in its own right, but also reflect a need to provide housing that will provide a good quality of life for residents.

Enclosure – Site and Street Dimensions

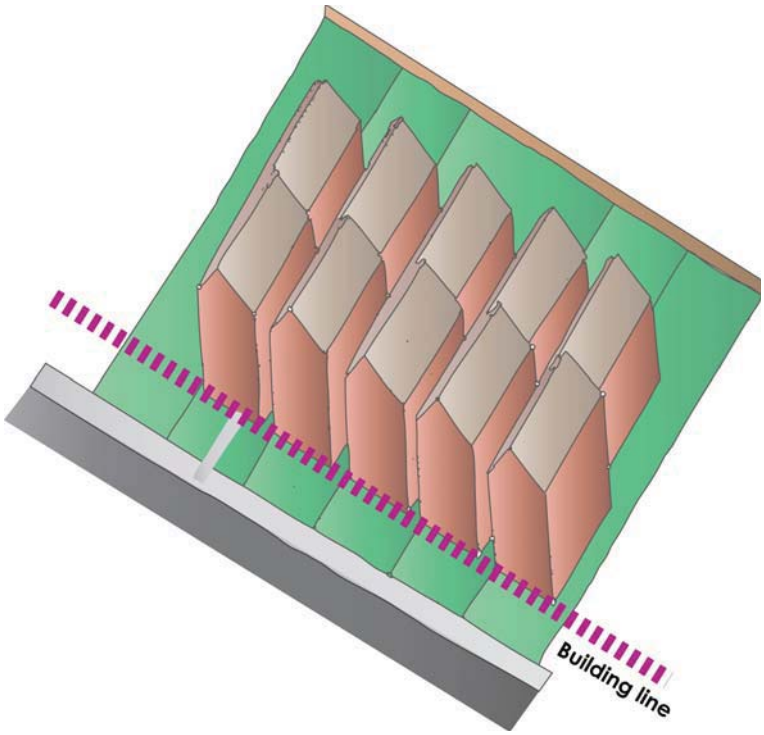
3.80 The relationship a building has with the street can be thought of in terms of enclosure. Where this relationship is weak, the sense of enclosure will be poor. This can create a street with little activity, poor natural surveillance, and a public realm that is ambiguous. Buildings that have a good relationship with the street will generally follow a continuous building line; be of an appropriate height, proportionate to the width of the street; and create active edges with the street enabling people to keep an eye on public spaces making them feel safer.

Building Lines

3.81 The spatial arrangement of the built form on a residential plot should respond to the natural and existing characteristics of the site within the wider context of the street or local area.

3.82 As above the strength of character within a street is often defined by the extent of the enclosure which the buildings create both by the height and width ratio of the street, but also by the strength of the lines along which buildings are laid out.

Figure 14 Victorian typology with building line



3.83 The strength of the building line along which buildings are built up within their plots not only creates a sense of structure in the street but can also provide the backdrop for landscaped front gardens providing defensible space between the public street and the private home.

Policy Guidance 23

Building Lines

- Where an established building line exists developers should ensure that their proposals reinforce this building line. In practice this means keeping new buildings or extensions in line with the fronts of existing buildings.
- The character of the street edge should also be maintained and reinforced particularly where there is an established front boundary treatment, e.g. boundary walls/front gardens.

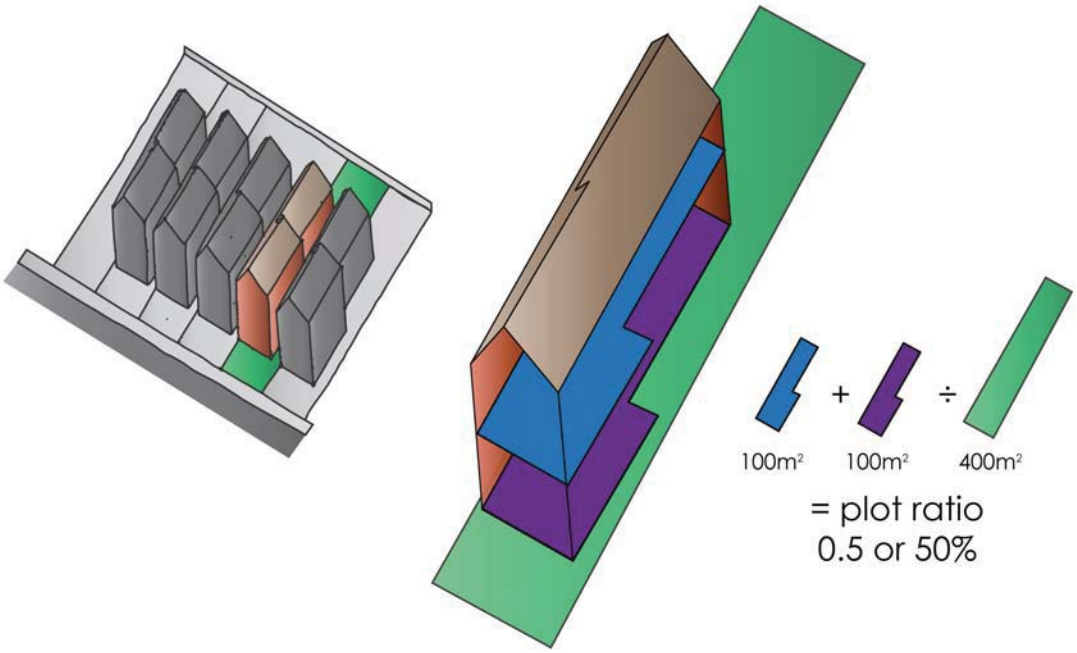
Increased Building Footprints

3.84 Loss of character in the townscape is often brought about through insensitive development where the amount of land covered by buildings is inappropriate in its context. In practice this can mean larger houses being built within existing residential areas which are out of scale with the prevailing development type, for example through the demolition and replacement of dwellings.

3.85 The natural landscape or existing built environment will, in many cases, constrain where the built form of new development will naturally sit on a vacant plot.

3.86 An analysis of the existing plot ratio of a site (gross floor area across all floors of a development divided by the total site area), or prevailing plot ratio of surrounding sites can give an indication of both the established character and scale of development.

Figure 15 Calculating plot ratio, Victorian house type, North Kingston



3.87 The following are examples of typical plot ratios across the Borough which relate to the five common housing typologies.

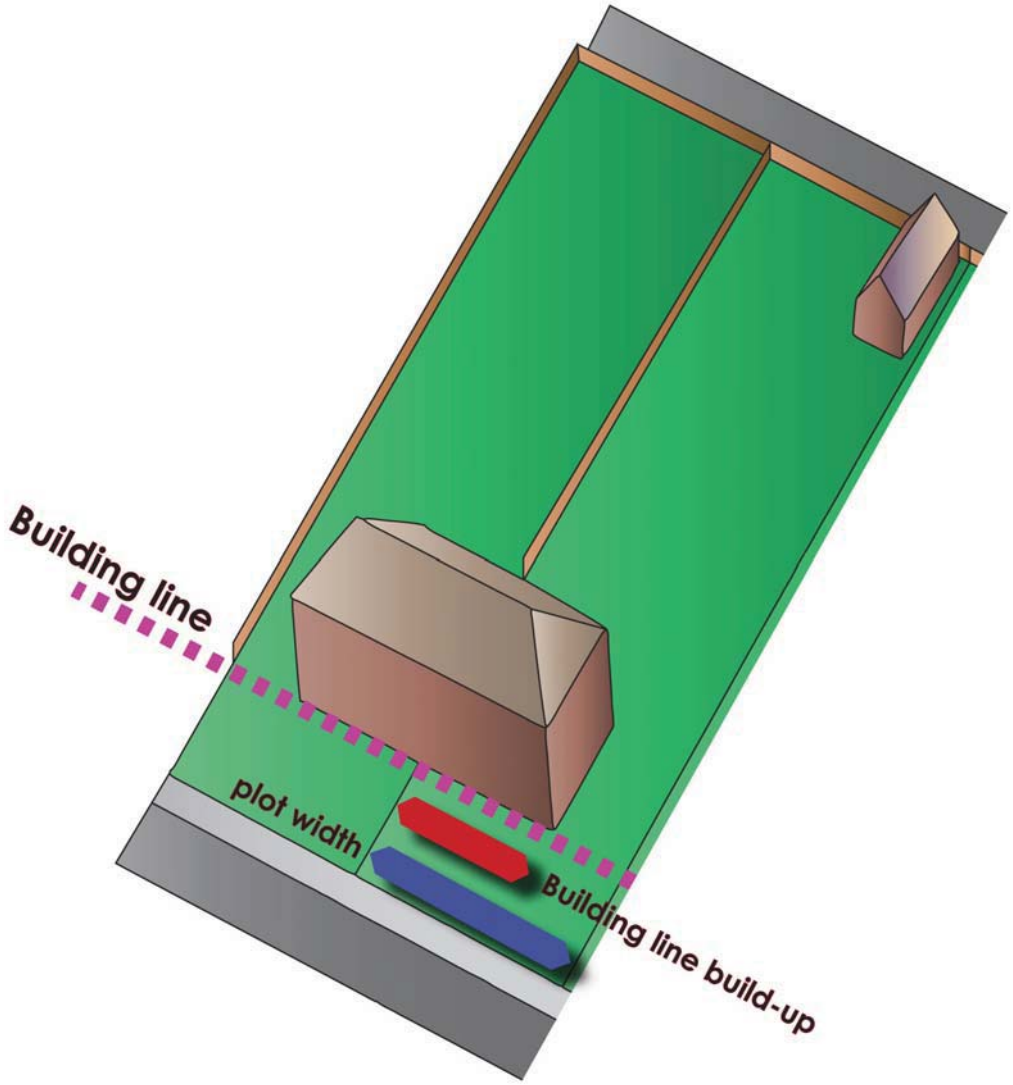
Housing Typology	Plot ratio (range)	Plot ratio (average)
Victorian	1:09-1:2.9 (51-114%)	1:1.7 (61%)
Arcadian	1:1.5-1:5.2 (17-68%)	1:3.4 (34%)
Interwar	1:2.0-1:4.6 (22-51%)	1:3.4 (31%)
Postwar	1:3-1:3.6 (28%-75%)	1:2.5 (23%)
Modern	1:0.8-1:2.5 (40-120%)	1:3.4 (31%)

3.88 It should be remembered that although plot ratio is a useful measure of density and an important element that defines character, it should not be regarded solely in its own right, and should be considered along with the general form and detailing of a residential property.

Spaces Between Buildings

3.89 In much the same way as the height and width proportions of the street will define the enclosure and rhythm of the street, the groupings of buildings on plots will help define rhythm through the spacing between buildings. This is another key element of the character of the streetscene and is often described as “building line build-up” - the amount of built form occupying the width of the plot.

Figure 16 Building line build-up, Postwar housing type, Kingston



3.90 The extent to which regular spaces between buildings recur within the street represents the rhythm to the streetscape. This rhythm helps to define the character of a street and will also help maintain good standards of amenity for those occupying neighbouring properties. This is particularly true where good spacing between buildings will maintain good levels of daylighting and sunlighting as well as minimising the impact of overlooking between/from habitable room windows.

3.91 There are numerous examples in Kingston where the character of the streetscene has been eroded through insensitive development, contrary to the established rhythm of the street in some cases creating a terracing effect.

Figure 17 Creating a terracing effect

3.92 Insensitive development of this nature threatens the quality of the built environment in Kingston and the quality of life experienced by Kingston's residents.

Policy Guidance 24

Plot Layout and Space Between Buildings ('terracing effect')

Developers should analyse the prevailing plot ratio of the locality as a measure of the character of the built form. This should inform the contextual statement required under Policy DM11.

Where development is proposed on infill sites in established residential areas, plot layout and grouping of individual buildings should reflect the established character of the area with respect to the space between buildings. Proposals that deviate significantly from this prevailing ratio will be resisted unless it can be demonstrated that the character of the streetscene is reinforced or enhanced and a balance is struck between meeting other policy objectives, e.g. optimising development potential of land – in line with London Plan density matrix; or providing adequate private amenity space.

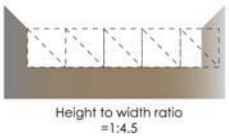
In any case, developers should space new buildings to respond to intrinsic natural landscape characteristics and the form of existing development, allowing for good levels of daylighting and sunlighting to neighbouring buildings and minimising the risk of overlooking between adjacent properties.

Please see the Householder Guidance at Section 4 for further guidance regarding extensions and alterations.

Building Height

3.93 The height of a building will determine the degree to which the street is enclosed and should wherever possible remain proportionate to the width of the street in order to create places that are of a human scale.

Figure 18 Street enclosure (Interwar housing type, North Kingston)



3.94 The height of new buildings should generally take their lead from neighbouring properties. Buildings that are too tall could have an overbearing relationship with the street creating overshadowing of surrounding areas, blocking key views and generally appearing at odds with the form of the surrounding development.

Figure 19 Strong, coherent form, scale of eaves height matching – though still achieving visual interest with some variation in roof form.

3.95 Care should be taken to avoid artificially increasing the predominant height of buildings on a street. For example, by designing a full height three storey building which takes its lead from a two storey building with an attic room elsewhere in the street. That said it may be possible to achieve additional accommodation across an additional floor without giving the impression of increasing the overall eaves or roof height.

Figure 20 Sensitive addition of two plus storey semi-detached plus attic rooms next to two storey houses

3.96 Conversely, buildings that are not tall enough may erode the character of the street by poorly enclosing the space or creating a visually uncomfortable relationship with other buildings on the street.

Figure 21 Inappropriate eaves height

3.97 Subtle variations in building height though can add visual interest and add to the richness in the quality of the streetscape. This could be a response to variations in the landscape and topography of the site or could be achieved through variations in the roof form itself, where this does not detract from the overall character and appearance of the streetscape. In general, however the eaves heights of buildings should still be broadly similar.

Policy Guidance 25

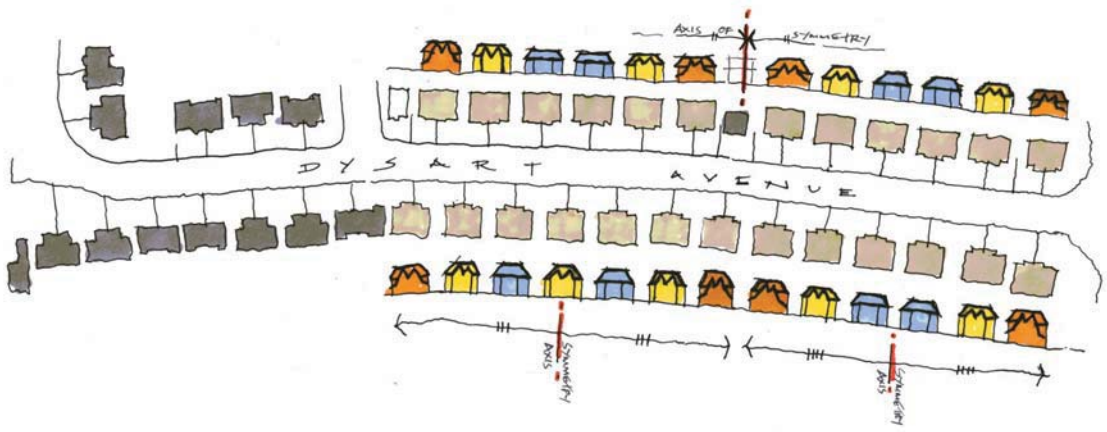
Building Heights

- Building heights should follow the dominant eaves height of the street, particularly where development represents infilling in an established street. Proposals for residential accommodation that diverge from the established eaves height will be resisted streetscape
- Minimum internal floor to ceiling heights as set out in the Mayor's Housing SPG (2.5m between finished floor level and finished ceiling level) should also be achieved to ensure a good standard of living accommodation

Roofscapes

3.98 A defining feature of some of the highest quality neighbourhoods in the Borough is the coherence in the roof form along residential streets. In many cases these provide uniformity in design which creates a strong rhythm within the street helping to define enclosure.

Figure 22 Variation in roof form, still achieving symmetry, north Kingston.



3.99 Richness in the townscape can sometimes be achieved where there is variation within the roofscape (usually as a result of differing building typologies or footprint forms), but coherence in form and consistency in detail usually create a greater sense of place and identity.

Figure 23 Strong roofscape, North Kingston

Figure 24 Unsympathetic roof forms, north Kingston

Policy Guidance 26

Roofscapes

- Where there is a strong, prevailing pattern of roof form/scape developers should design residential accommodation sensitively to reflect this prevailing character.

- The form individual dwellings take should reflect a desire to create a development that is of a human scale and that creates a welcoming sense of enclosure.
- Proposals to introduce dwellings or forms of development where the roof form diverges from the prevailing character of residential development will be resisted unless it can be demonstrated that these proposals would make a positive contribution to the streetscape. For example through the use of innovative design where the development site occupies a corner plot.

Frontage Composition

3.100 The horizontal and vertical arrangement of the fronts of the buildings (frontage composition) will also help to define the character and architectural rhythm of a residential street. This may be as strong as the physical arrangement of the facades of the buildings themselves or represented through the placement of doors, windows or other features.

3.101 The following table highlights the elements that comprised the composition of the frontages of three of the common housing types from Kingston:

Table 2 The frontage composition of some common housing types in Kingston.

Victorian and Edwardian

- Vertical emphasis, narrow tall buildings;
- Generally pitched roofs, running front to back
- Bay feature at ground and often first floor
- Integral porch, often recessed

Interwar

- Horizontal emphasis, wide and square
- Two storey bay feature common
- Hipped roof form with front gable detail
- Central chimney

Postwar

- Wide square emphasis
- Lack of detailing
- Window format, high and tight

Policy Guidance 27

Frontage Composition

- In general, developers should attempt to follow the prevailing architectural rhythm of the street both through the grouping and placement of new buildings and the arrangement of architectural elements within the facades of the building.
- Where there is no prevailing rhythm to the street developers should attempt to maximise the opportunity for innovative or distinctive design that responds to the local character/context.

Minimum Unit Sizes

3.102 Consistent with London Plan Policy 3.5 'Quality and Design of Housing Developments', the size of new homes is a key element of the quality of individual homes. Consequently, all new residential development in the Borough (including conversions and changes of use) should adhere to the minimum space standards for new residential development set out in the London Plan Table 3.3 (shown below).

3.103 These standards are based on gross internal floor area (GIA) relative to the number of occupants and take into account commonly required furniture and space requirements as well as Lifetime Homes standards (see Inclusive Design below).

Policy Guidance 28

Minimum unit sizes

All new residential development should adhere to, and wherever possible exceed, space standards set out in London Plan Table 3.3.

N.B. With a recognised need for more family housing in the Borough, Policy DM14 of the Kingston Core Strategy seeks to protect the conversion of dwellings that are suitable for family accommodation.

Table 3 Minimum Space Standards for New Development

Dwelling Type	Bedrooms (b)/Persons-Bedspaces (p)	Gross Internal Area (sq m)
Flats	1p	37
	1b2p	50
	2b3p	61
	2b4p	70
	3b4p	74
	3b5p	86
	3b6p	95
	4b5p	90
	4b6p	99
Two-storey houses	2b4p	83
	3b4p	87
	3b5p	96
	4b5p	100
	4b6p	107
Three-storey houses	3b5p	102
	4b5p	106
	4b6p	113

Materials and Detailing

Policy Basis
London Plan: Policies 3.5, 7.4, 7.6 **Core Strategy**: Policies CS10, DM10, DM11 **Building for Life**:Qs. 5, 6

3.104 Although the most significant and longest lasting elements of a residential development are likely to be the plots and streets and how these relate to the transport networks, the day-to-day experience of seeing and using residential buildings will often be significantly enhanced by the detail of the design.

3.105 Those proposing new residential development will be expected to have considered the detailed design approach, including materials and detailing of the buildings that they consider represent the prevailing character of the area. This should be revealed through a thorough character analysis of the surrounding area.

3.106 Place-specific design details vary across the Borough but common design features from houses and flats could be:

Roof form and eaves detailing:

- Ridges – half- round, pre-formed, leaded, decorative tiles
- Hips and valleys – half-round, bonneted, valley tiles or leadwork
- Eaves design – clipped or overhanging
- Modern roofs use standing seam coverings such as zinc or terne-coated stainless steel, where the characteristic seams and carefully considered detailing can enhance the appearance of a building.
- Other roofs were traditionally covered in lead or copper.
- Sedum or 'green' roofs are also acceptable designs, depending on their location and a rigorous demonstration of how they have been designed as well as how they will be maintained.

Window formats:

- bays, faceting, fenestration, materials
- Recessed, set in a reveal
- Side-hung casements, double hung sashes

Front doors and Porches:

- These elements can enliven a street and add a rhythm to the architecture.
- They need careful consideration and integration with the surroundings.

Boundary Walls and Fences:

- these act as useful elements of enclosure which stop otherwise private space from 'leaking' onto the street, and help to define the edge of the street in relation to the architecture of the buildings beyond.

3.107 Other features that need careful consideration at the detailed design stage include:

- Waste bin stores (see **Movement and Amenity**)
- Cycle storage (see **Movement and Amenity**)
- Service risers- to be provided integral to the design of a development
- Modern servicing apparatus – plant for lifts etc. These should wherever possible be housed internally or integral to the design of the building.

3.108 Common design details from the five common housing types in the Borough are detailed in the table above.

Building Materials

3.109 The choice of materials used in residential design will not only affect the aesthetic value and appeal of a building, but may also affect the way it performs and functions.

3.110 As such, careful consideration should be given to choice of building materials reflecting the need to provide design that is appropriate in its context and inclusive whilst reflecting sustainable design and construction credentials required to meet the appropriate level of the Code for Sustainable Homes. (see **Sustainable Design and Adaptability**).

3.111 Although there is wide variation in the use of materials across the Borough the common, traditional materials found in Kingston are detailed below:

- Stone: The oldest surviving vernacular building material. Used for buildings, boundaries and hard landscaping.
- Exposed Timber Framing: Surviving examples are generally 16th or 17th Century. Timbers of unfinished natural oak are characteristic of historic Surrey with the blackening of timbers stemming from the 19th Century. There are several character areas in the Borough where replica examples of this style are common, e.g. the Tudor Estate, north Kingston.
- Tile hanging: Was used originally to weatherproof timber-framed buildings, especially outside towns, but by the 19th century it had become a decorative finish applied over new brick buildings. Surrey hanging tiles have a characteristic orange colour.
- Rendering: This is a traditional method of weatherproofing timber-framed buildings. Common all over the Borough, though finish varies, often depending on the era dwellings date from.
- Brick: Surrey clays traditionally produced red or orange bricks with individual bricks being of a single colour but with a range of hues. This is unlike modern ‘multis’ which have a darker core with a lighter rind to the exposed face.
- Clay Roof Tiles**:** By the late 18th Century, clay roof tiles superseded thatch and Horsham Stone on almost all houses within the County of Surrey
- (Welsh) Slate: Though not a vernacular building material, slate was used extensively in urban locations close to railways from the 19th Century, but only on roofs with a shallow pitch

3.112 Common materials used in Kingston's five main housing types are detailed below:

	Roof Form & Eaves Detailing	Window Formats	Doors & Porches	Boundary Walls & Fences	Other Details	Materials
Victorian/Edwardian	Imposing, gable fronted roof forms; timber barge boards and eaves detailing	Sash windows; double height bay windows; Some elaborately detailed bay windows and door surrounds; some feature stained glass	Characteristic (timber) porches; (Edwardian)	Low, matching brick walls - some topped with railings and/or hedges; gate pillars	Window heads, sills, door surrounds and corbels often detailed in contrasting stone and brick	Yellow or red London stock brick; typically slate roofs; some timber detailing e.g. porches, barge boards, fascias and gables
Arcadian	Individually designed; asymmetric composition with projecting receding elements; accentuated gables	Window divisions often have a vertical emphasis; softwood or metal casements with glazing bars or leaded lights	Grand front doors and porches	High fences, hedges, or stone boundary walls; presence of natural landscape; gated dwellings	Prominent chimney stacks; ornamental detailing; plain stucco facades; decorative quoins; molded architraves; some timber detailing or hanging tiles	Brick, stucco, white render, or stone; red clay tile or slate roofing
Interwar	Hipped roofs, rounded ridge lines; lack of specific eave detailing; some swept gables ('Tudor' style buildings)	Double height bay windows; some oriel windows; leaded light windows	Unenclosed porches; detailing around doorways	Low boundary walls or hedges; planted front gardens	Clay pantiles; decorative brick or tile panels; central chimneys	(Red) brick with pebbledash or rendered finish; clay roof tiles; some timber detailing (Tudor style)

	Roof Form & Eaves Detailing	Window Formats	Doors & Porches	Boundary Walls & Fences	Other Details	Materials
Postwar	Mainly hipped roof forms, though some gable ends	Small window proportions, close to eaves; basic concrete or stone sills	Plain, unadorned door detailing; rudimentary, unenclosed porches	Some low boundary walls or hedges	Generally plain and unadorned	Brick or pebbledash finish and manufactured clay or concrete roof tiles
Modern	General pitched roof forms with some gable projections	Windows rarely set in a reveal (recessed); Juliet balconies very common	Enclosed porches often integral to internal garages	Virtually no front boundary walls; presence of high timber, close boarded fences guarding rear of properties	Lack of distinctive features; some pastiche brick detailing around windows	Red or buff brick; some render, tiling or timber boarding; large red or grey concrete roof tiles

Policy Guidance 29

Materials and Detailing

- Developers will be expected to demonstrate that they have considered the choice of materials and design detailing of those buildings that they consider represent the prevailing character of the streetscene or local area, particularly where a development site falls within a designated Conservation Area or Local Area of Special Character or affects the setting of a heritage asset e.g. a listed building.
- A preference should be given to the use of prevailing materials and details used in the surrounding local area unless it can be demonstrated that the choice of materials or use of design features in a proposal for residential development would enhance the character and appearance of the streetscene.
- Care should be taken to ensure the replication of detailing or materials present in the streetscene or local area represents an authentic synthesis of local architectural styles that compliment those of the host building or surrounding area. Development proposals which include the use of materials or detailing which is out of context or is lacking in imagination or character will not be encouraged.
- Cycle storage, waste storage, service risers, service apparatus should be integral to the design of a development generally. Development proposals that reflect that detailed design of these elements as an afterthought will be resisted.

Inclusive and Accessible Design

Policy Basis
London Plan: Policies 3.8, 3.9, 7.2, 7.3 **Core Strategy**: Policies DM10(o), DM13(e), DM22 **Building for Life**: Qs. 4, 9

"*Inclusive design is about making places everyone can use"*

3.113 Residential accommodation must address the needs of everyone regardless of age, gender, mobility, ethnicity or circumstances especially the most vulnerable, i.e. those with pushchairs, people with disabilities and the elderly.

3.114 Inclusive design also means promoting high levels of social inclusion. A residential development that is not only functional but also aesthetically pleasing will not only offer good value to residents but may also reassure those who may be reluctant to leave their homes, i.e. the elderly.

Site Scale

3.115 The principles of inclusive and accessible design begin with the public realm – spaces around residential accommodation. Care should be taken when designing access to and from dwellings; open spaces and other landscape features; bin and cycle stores; vehicle parking spaces; to consider the needs of everyone. This not only makes for a more usable and welcoming development but increases the attractiveness and often vibrancy of a place.

3.116 Accessibility through a site needs to be adequately considered, with a preference to avoid residential development that lacks adequate pedestrian permeability.

Individual Dwelling Scale

3.117 Residential units that have been designed inclusively should not necessarily attempt to meet every need but should be flexible, capable of adaptation to meet the changing needs of residents in the future. For example, needing to adapt a home to reflect a loss of mobility, or adapting a home to allow home working should be considered early in the design process.

3.118 London Plan Policy 3.8(c & d) and Core Strategy Policy DM13 require that all new homes are designed and built to Lifetime Homes Standards[43] and that 10% of new units are wheelchair accessible or easily adaptable for residents who are wheelchair users.

3.119 The Council's Supplementary Planning Advice Note Lifetime homes/Wheelchair Housing[44] provides additional guidance on how Lifetime Homes Standards should be applied in the Borough.

43 www.lifetimehomes.org.uk
44 www.kingston.gov.uk/guidance_on_lifetime_homes_and_wheelchair_housing

3.120 The need to provide affordable housing is a key Council priority and the quality of affordable should be as good, if not better, than that of market housing, including how it looks aesthetically. As such, residential development that incorporates affordable housing should be tenure-blind, i.e. the design of individual dwellings should not segregate a residential development by tenure.

3.121 In practice, this should mean in a residential scheme that includes a proportion of affordable housing, the materials, detailing and finish should be indistinguishable from the aesthetic qualities of the market housing on-site to prevent segregating communities or encouraging a feeling of social exclusion.

Policy Guidance 30

Inclusive Design

Developers should demonstrate through a Design and Access Statement how inclusive and accessible design has been achieved consistent with:

- a desire to achieve usable, attractive development that promotes high levels of pedestrian permeability through a site (where appropriate), and
- Lifetime Homes and Wheelchair accessible standards as set out in Policy DM13 of the Council's Adopted Core Strategy and the 'Access for All and Planning' SPD

Where a proposal for residential development includes a proportion of affordable housing provided on-site, the scheme will be expected to have been designed so that it is tenure blind thereby encouraging higher levels of social inclusion and community cohesion.

In addition, developers must be aware of the need to comply with current building regulations with respect of accessibility. Building regulations approved document Part M(2010) provides accessibility standards that must be met for new residential accommodation. These include: means of access to and into a dwelling; circulation within the entrance storey of a dwelling; accessible switches and sockets in the dwelling; WC provision on the entrance storey of a dwelling; and passenger lifts and common stairs in blocks of flats.

3.122 Additional information on accessibility in planning can be found in the Council's Access for All and Planning SPD[45].

45 www.kingston.gov.uk/access_spd

4 HOUSEHOLD DEVELOPMENT

General Design Principles

4.1 This section provides additional guidance for those looking to extend or alter their existing homes. The general principles outlined in this section are based on an understanding and appreciation of the characteristics of the Borough's house types as set out in Section 2 (Context and Character) and underpinned by the detailed design advice found in Section 3 (Policy Guidance). They contribute to the Council's aim of preserving or enhancing the appearance and amenity of its residential areas, and strengthening local distinctiveness through the use of high quality design.

4.2 The general design principles when designing an extension or alteration to an existing dwelling are:

- achieving high quality design should be the primary objective;
- any extension or alteration should respect the character and appearance of the original building, group of buildings or the street scene, and as a general rule extensions should be smaller in scale than the original building; and,
- materials and detailing should compliment those of the existing building or surrounding buildings.

High Quality Design

4.3 Although this detailed guidance cannot anticipate every eventuality, its aim is to enhance the built form and characteristics of individual neighbourhoods and the wider locality. This does not preclude innovative or contemporary architectural solutions to extending an existing dwelling, and every attempt should be made to strive for the highest standards in residential design.

Respect and Maintain Character

4.4 Any residential extension or alteration should respect the architectural character and scale of the original building and its setting. Generally, if there is an established building form and pattern of design features within a street, these should be broadly reflected in any proposed residential development. As such, large scale extensions and alterations which dominate the appearance of the original building are likely to be inappropriate.

4.5 Different parts of a building will have varying sensitivity to, and capacity for, change. Extensions and alterations to front elevations and the roof line are likely to have an impact both on the appearance of a building as well as the surrounding streetscape. Proposals to extend or alter the rear elevations of a house will generally be less contentious, especially at ground floor level. The sensitivity of the impact of any alterations will generally increase with the height of any proposed additions, as such basement extensions may offer an opportunity to increase the amount of living accommodation within a house, subject to environmental and engineering constraints.

Materials and Detailing

4.6 However well designed an extension is in terms of siting, scale and massing, it is essential to ensure that the detail of the design is well considered and applied. The choice of materials and architectural detailing needs to be sympathetic to those used in the original building and within the street on which the house sits. In most cases, a direct match will be most appropriate, however in some circumstances an alternative approach may be justified, particularly where the appearance of the extension or alteration will enhance the visual character or identity of a street.

4.7 All proposals for extensions to residential properties should be designed so that:

- the detailing, such as door surrounds, window openings, soldier courses and eaves from the existing dwelling are reflected and duplicated in the design of the new extension; and,
- new window openings are well balanced and reflect the proportions, style and arrangement of those in the original building.

4.8 Please refer to the previous section 'Materials and Detailing' for further guidance and common materials used throughout the Borough.

Planning Principles

Material Planning Considerations

4.9 The key issues which a planning officer will look at when assessing a planning application for a residential extension are detailed below. This list is not exhaustive but includes the following:

- Loss of privacy
- Overlooking
- Overshadowing
- Character and distinctiveness
- Physical size of a structure
- Materials used in its construction
- Loss of daylight or sunlight
- The provision of adequate amenity space
- Highway issues, e.g. vehicular access, highway safety, parking
- Trees and any nature conservation issues
- Effect on listed buildings, Conservation Areas, Scheduled Monuments

4.10 Issues which cannot be considered in assessing a planning application include:

- Loss of a view
- House prices
- Matters controlled under Building Regulations or other non-planning laws
- Private issues between neighbours, e.g. land or boundary disputes, damage to property, private rights of way, covenants
- Problems arising from the construction period of any works

4.11 Consistent with the key principles outlined in Section 3 and guidance set-out in Chapter 2 of the Mayor's Housing SPG, care should be taken when designing an extension or alteration to maintain the privacy and amount of daylight and sunlight experienced by neighbouring properties as well as general environmental quality. It is also important to ensure that any alteration does not lead to significant noise or nuisance which impacts upon a neighbouring property.

Separation Distances

4.12 Privacy issues that need to be considered when designing a household extension or alteration are:

- loss of privacy for neighbouring properties particularly where new windows closer to adjacent boundaries result in overlooking;
- loss of privacy through an inadequate distance between windows of habitable rooms; or,
- loss of privacy where new windows, balconies, or roof terraces overlook the private outdoor spaces of a neighbouring property.

4.13 Although it may be possible to design in a variety of measures to maintain visual and acoustic privacy, adequate separation distances should be maintained between buildings, and in particular between habitable room windows of neighbouring properties.

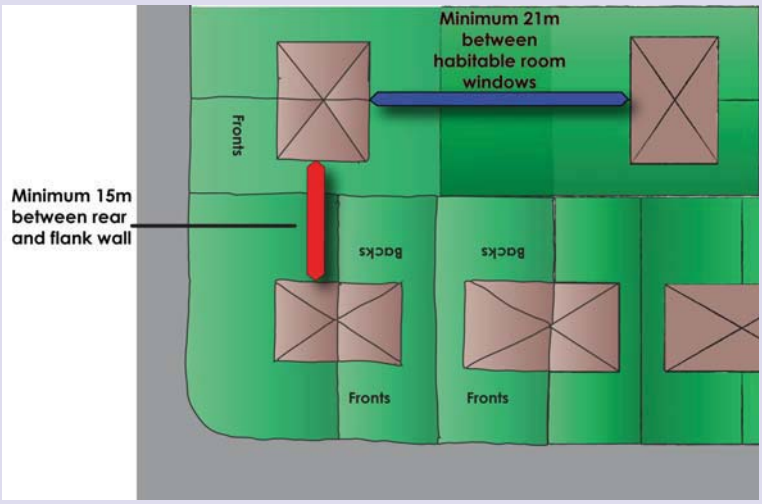
Policy Guidance 31

Separation Distances

When designing a household extension the following separation distances should be adhered to:

- A separation distance of **no less than 21m** should normally be maintained between facing windows of habitable rooms.
- A minimum distance of **at least 15m** shall be maintained between the primary elevation of an existing house and the flank wall of a proposed two storey extension.

Figure 25 Separation distances between an extension and existing dwellings



In each case, the designer should consider the position and aspect of habitable rooms, gardens and balconies, and avoid windows facing each other where distances are slight.

Daylighting and Sunlighting

4.14 The size and volume of any extension may be limited by the degree to which it would block out daylight to the habitable rooms of a neighbouring property. The need to maintain a reasonable outlook for neighbouring properties should also be carefully considered. All proposals for extensions to residential properties will be required to meet the daylighting and sunlighting criteria, and assessed against the following guidelines, commonly referred to as the '45 and 25 degree rule' (as discussed under Policy Guidance 17 and 18).

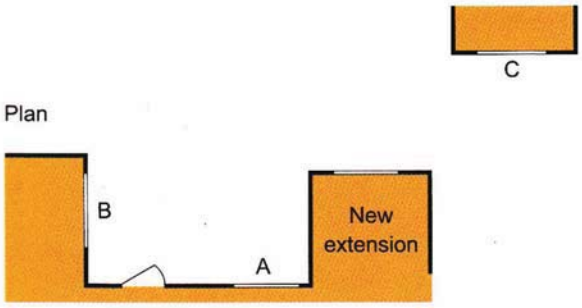
4.15 To ensure a good standard of living accommodation for the future occupants of an extension to a home it is also important to consider how much daylight and sunlight the extension to the dwelling will receive, particularly where any new habitable rooms will be created. In this case the designer should ensure that all new habitable rooms receive direct sunlight for at least a part of the day.

Policy Guidance 32

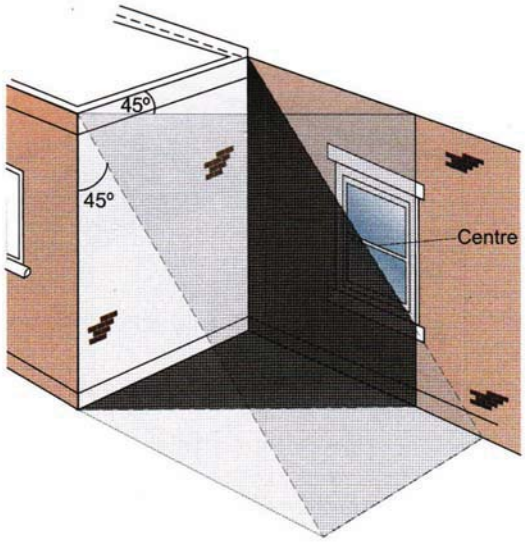
Daylighting and Sunlighting

When designing a household extension or outbuilding the impact on daylighting and sunlighting of new buildings will be assessed using the following criteria:

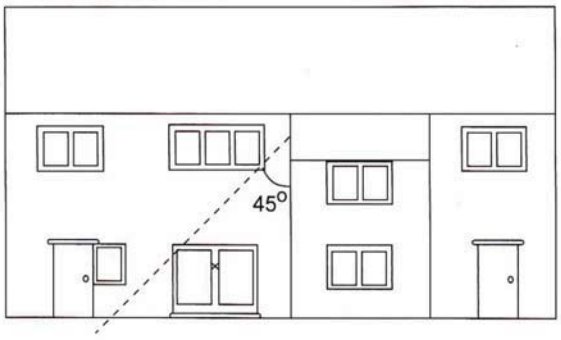
Figure 26 The 45 Degree Rule (Source: BRE Guide to Daylighting & Sunlighting)

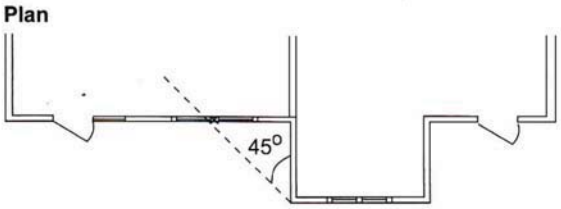


a) To asses the impact of the new extension, the 45° approach may be used for window A but not for windows B and C which directly face it.



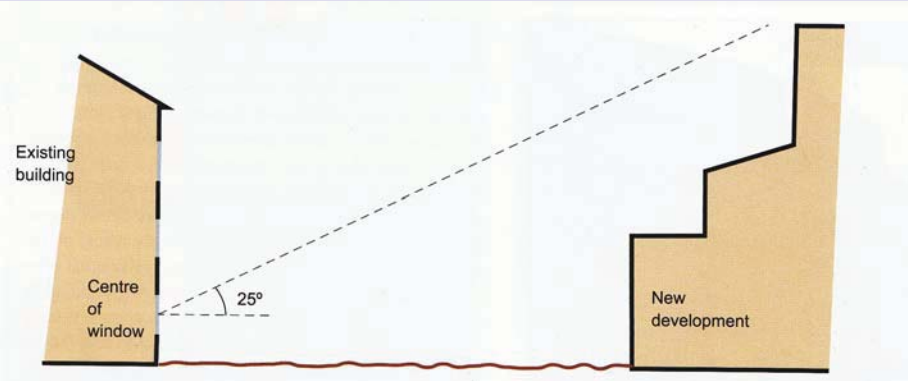
b) Application of the 45° approach to a domestic extension. A significant amount of light is likely to be blocked if the centre of the window lies within the 45° angle on both plan and elevation. Here the centre of the window lies outside the 45° angle on elevation, so the impact of the extension is likely to be small.





c) Here the extension has a pitched roof, so a point halfway along the roof slope is used as the start of the 45° line on the elevation. The affected window is a patio door, so a point 1.6m above the ground has been taken. This point is within the 45° angles on both plan and elevation, so a significant reduction of light is likely.

Figure 27 The 25 Degree Rule (Source: BRE Guide to Daylighting & Sunlighting)



Rear Extensions

Single Storey Rear Extensions (including Conservatories)

4.16 In general it should be possible to add a modest sized single storey rear extension to an existing house without causing any significant impact on the character and appearance of the existing house or wider street scene, or the residential amenity of any of neighbouring properties. However, proposals will be appraised depending on the individual circumstances of the site.

Figure 28 A poorly designed single storey extension which has been constructed from materials that are in stark contrast to those of the original house.

Policy Guidance 33

Single Storey Rear Extensions (including Conservatories)

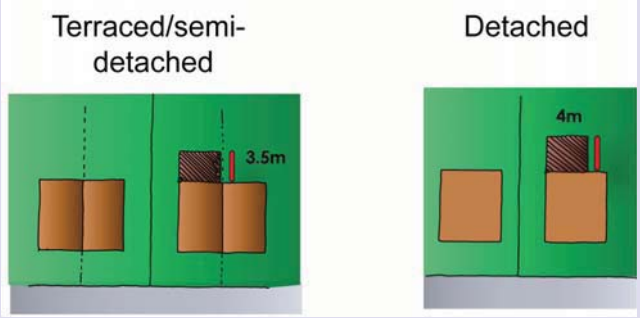
Single storey rear extensions should be designed so that they appear proportionate and subordinate to the host building. In all cases the following guidance will apply:

Depth

- If the neighbouring house is set at a lower level the depth of the extension should be reduced.
- If the neighbouring property has a different rear building line then the depth of the extension could be increased.

- In all cases at least 50% of the rear garden should remain. (Rear extensions to houses with very small gardens will be assessed on their individual merits.)
- Extensions should generally not exceed 3-3.5m in depth.

Figure 29 Depth guidance for a single storey rear extension

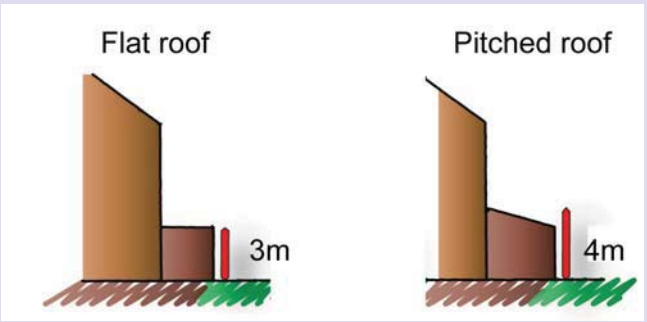


Height

Extensions proposed with:

- a flat roof should not exceed 3m in height;
- a parapet roof should not exceed 3.3m in height;
- a pitched roof should not exceed 4m in height; and,
- a balcony or roof terrace will not be considered acceptable where it causes overlooking. The exception to this may be where the building sits on a large plot with adequate screening along any shared boundaries.

Figure 30 Maximum height for a single storey extension



Two-storey Rear Extensions

4.17 Two storey extensions and alterations will have a wider impact than the immediate garden setting. The position and proximity of an extension to shared boundaries is the key consideration and the size, shape and height of an extension should follow the basic design guidance as outlined above for single storey rear extensions.

4.18 In some circumstances two storey rear extensions to end of terrace, semi-detached and detached properties may be acceptable subject to the proposal being acceptable in terms of design and amenity. For example, the extension should not appear over

dominant when viewed from adjoining properties; adequate daylighting and sunlighting of neighbouring properties should be maintained; and the new extension should not giving rise to overlooking of neighbouring properties.

Policy Guidance 34

Two-storey Rear Extensions

The following guidance will apply when designing a two-storey rear extension:

- Two storey extensions may be acceptable where the dwelling sits on a spacious plot with substantial distances between boundaries and adjacent dwelling.
- Extensions proposed on the boundary of a semi-detached property are generally unacceptable and will normally be resisted.
- Adequate separation distances between neighbouring properties should be maintained (as discussed above).
- Adequate daylighting and sunlighting of neighbouring properties should be maintained using the 45 and 25 degree principles discussed above.
- On narrow width properties - particularly terraced properties, two storey rear extensions are unlikely to be appropriate as they often result in an unreasonable loss of daylight, sunlight and outlook for adjoining properties.
- The roof should relate well to the host property and its existing roof and should not be higher than the ridge of the existing roof.
- The roof should never encroach on the sill of windows of the 2nd floor.
- Flat roofs should generally be avoided unless a flat roof is a feature of the existing building, and the use of a flat roof for a roof terrace or balcony at two-storey height will generally not be acceptable as it may give rise to overlooking of neighbouring properties.

Figure 31 An acceptable two-storey rear extension

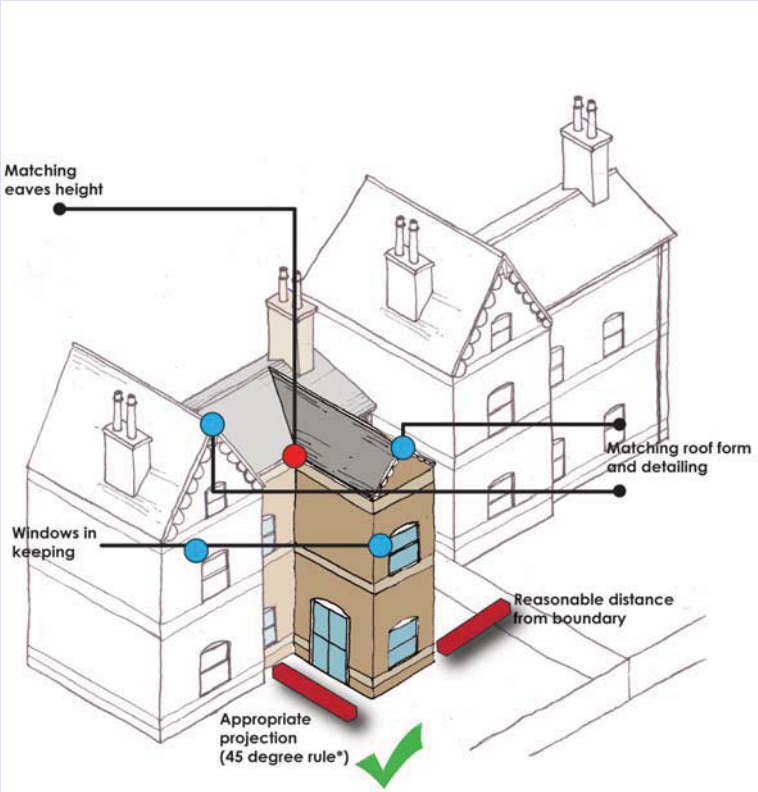
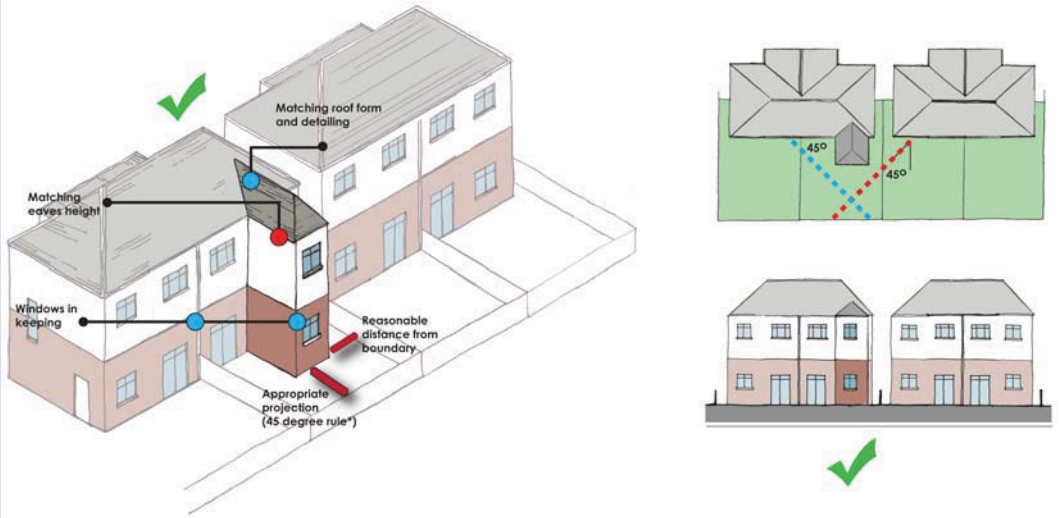


Figure 32 An acceptable two-storey rear extension to a semi-detached property



Side Extensions

4.19 The character and appearance of the existing property on which a side extension is proposed will often determine the appropriate form of side extension. The character of the wider context, for example the surrounding area or immediate neighbouring properties should also be taken into account when designing a side extension. A number of examples are given below of common ways in which houses in the Borough are extended to the side.

4.20 Typically, side extensions should be subordinate to the host dwelling and should not compromise the amenity of the neighbouring properties. As such, it is essential that careful consideration be given to the size, positioning, design and materials of any extension.

Policy Guidance 35

Single Storey Side Extensions (and Side and Rear Extensions)

The following guidance should be followed when designing a single storey side extension:

- The roof of the extension should reflect and relate well to the main house and its roof form, and the height of the roof should never encroach on the sill of windows of the second storey.
- The extension should remain proportionate and subordinate to the original house, so that in general, the width of the extension does not exceed 50% of that of the original house.
- The extension should be set in from the boundary by at least 250mm so guttering does not overhang adjoining land.
- Side extensions should normally be set-back from the front wall of the original house by at least 500mm.
- Care should be taken to ensure that there is no significant loss of daylight or sunlight to neighbouring properties or gardens in accordance with the 45 and 25 degree rules described above.
- Features such as doors and windows on the new extension should relate to those on the original house.
- Where waste bins or cycles are stored to the rear of the house, direct access to the rear garden should be maintained.
- Side extensions should not affect the existing parking provision of the development and any parking lost as a result of the extension should be replaced on plot.
- Side extensions to semi-detached dwellings should respect the symmetry of the adjoining semi-detached property.

Figure 33 Acceptable single storey side extension - pitched roof

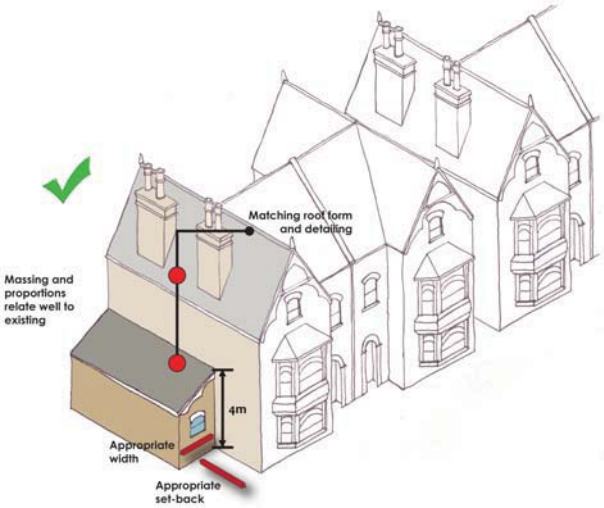


Figure 34 An unacceptable single storey side extension - pitched roof

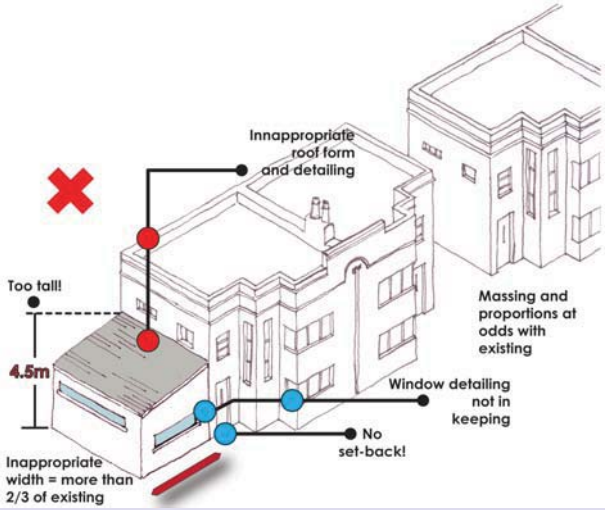


Figure 35 Acceptable single storey side extension - flat roof

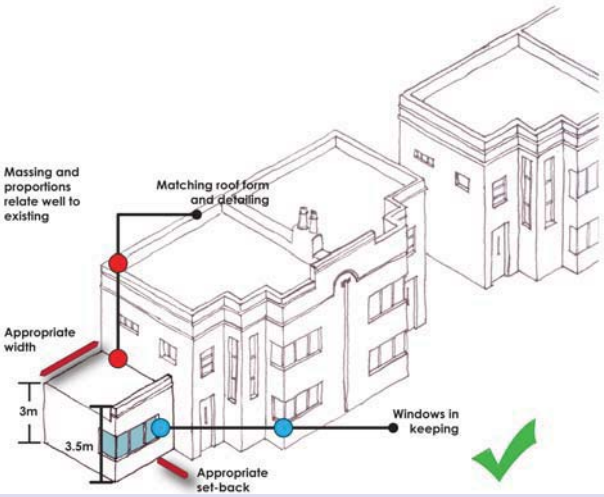


Figure 36 'L' shaped, side and rear extensions.

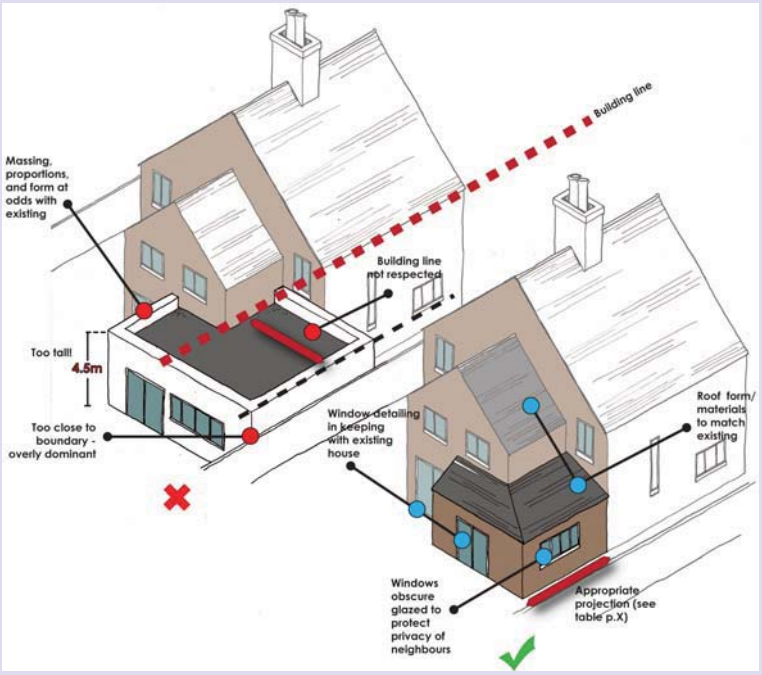


Figure 37 These two properties have been extended to create a terrace by building up to their shared boundaries.

Figure 38 This is an acceptable first floor side extension where the gap between the two dwellings has been retained by setting the extension in from the shared boundary

Policy Guidance 36

Two-storey Side and First Floor Side Extensions

Two-storey and first floor side extensions should be designed to be in harmony with the appearance and character of the area. In practice this means:

- the extension should remain subordinate to the original house;
- the roof of the extension should reflect and relate well to the main house and its roof form;

- flat roofs should generally be avoided unless they are consistent with the form of the existing building's roof;
- care should be taken to retain characteristic gaps between houses to prevent them from combining visually to form a 'terrace' (see Figure 38 above);
- features such as doors and windows on the new extension should relate to those on the original house in terms of their style and positioning;
- the line of the roof's eaves should run with that of the original dwelling;
- balconies will generally not be acceptable, particularly where they may give rise to overlooking;
- a minimum distance of **15m** shall be maintained between a primary elevation of an existing house and the flank wall of a proposed two-storey side extension; and,
- a minimum distance of **21m** shall be maintained between habitable room windows of neighbouring properties.

Detached Properties

On detached properties:

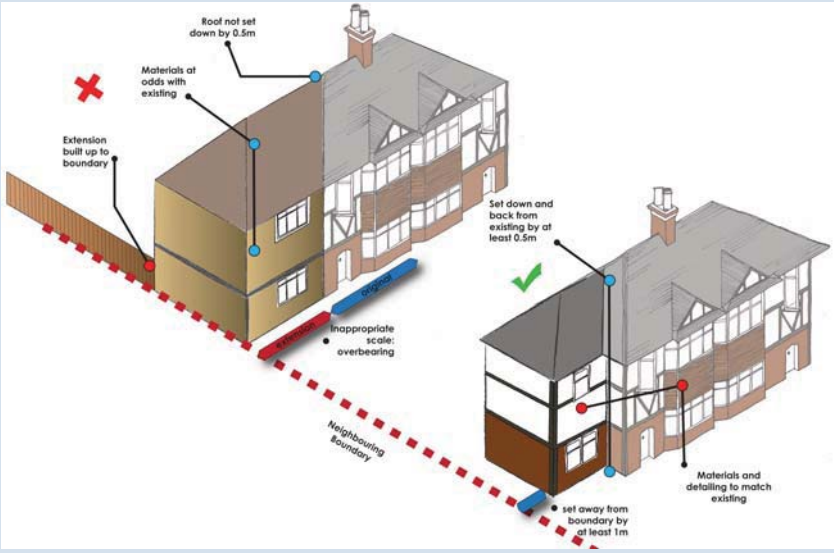
- the roof line of the side extensions should either follow that of the existing roof or be set down from that of the main house by a minimum of 500mm, and
- the extension should either be designed so that it appears as an integral part of the existing house, or where appropriate, set back from the front wall of the existing house by a minimum of 1m.

Semi-detached or End of Terrace Properties

On semi-detached properties proposed side extensions should also:

- respect the symmetry of the adjoining semi-detached property;
- not exceed 50% the width of the original house;
- be set in from the boundary by at least 1m to maintain the existing gaps between properties and the rhythm of gaps;
- The roof line should be set down from that of the original house by a minimum of 500mm; and,
- The front elevation should be set-back by at least 500mm from the front of the house.

Figure 39 Examples of acceptable and unacceptable two-storey side extensions



Two storey side extension, elevation.

‘Cat-slide’ Roofs

4.21 'Cat-slide' roofs are distinct features found in many streets throughout the Borough. A 'cat-slide' is a distinctive angled roof edge that slopes diagonally down at the side of the house from first floor eaves to ground floor eaves height. In many cases this feature has been lost or eroded through first floor side extensions (**see Figure 41 below**). There are significant areas of housing in the Borough where ‘cat-slide’ roofs on the majority of properties represent a very distinctive character. As such, the retention of those features is important.

Figure 40 Both of these houses were originally built with a 'cat-slide' roof form. The house on the left has lost this feature through a first-floor side extension.

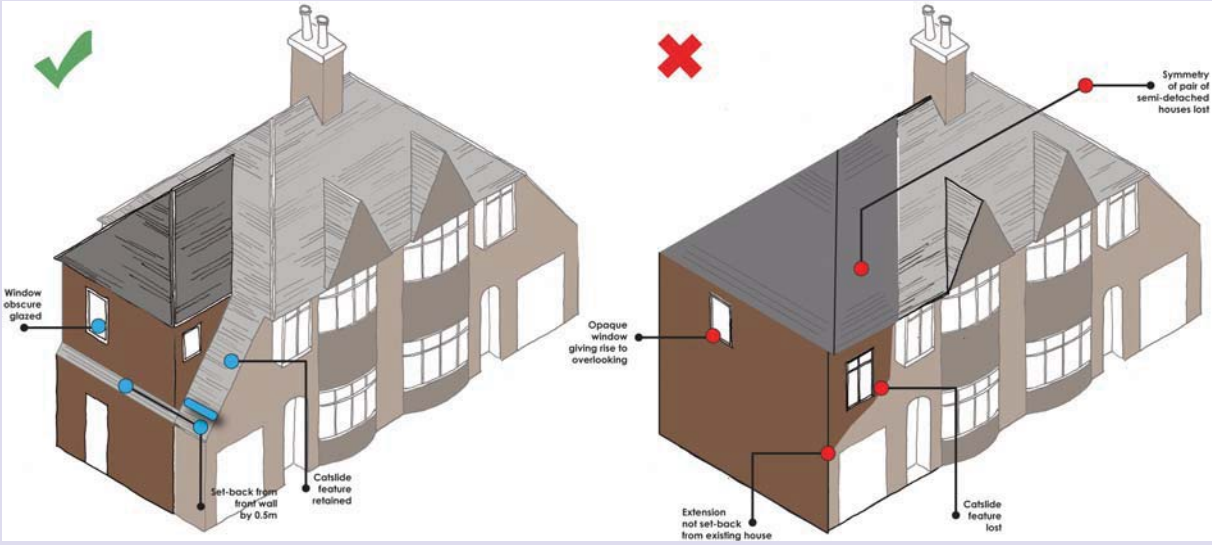
Policy Guidance 37

Cat-slide Roofs

Where the existing form of the house has a cat-slide roof the following guidance will apply for proposals to extend the house to the side:

- in most cases it will be appropriate to extend out to the side of the property using dormer windows - particularly where the house is a semi-detached property;
- first floor extensions should be set back from the front building line by a minimum of 1m to retain the cat-slide roof form;
- windows proposed in the flank (side) elevation facing a neighbouring property should be obscure glazed;
- all materials and fenestration should match the existing house;
- separation distances, as set out above, should be adhered to; and,
- the extension should be designed to ensure no significant impact on the daylighting and sunlighting of neighbouring properties as assessed through application of the 25 and 45 degree rules discussed above.

Figure 41 An acceptable side extension to a house with a 'cat-slide' roof



Front Extensions

4.22 Front extensions can significantly affect the character and appearance of both the original dwelling and the street generally. As such extensions to the front of the house should be minor in scale and not significantly alter the overall appearance of the house.

4.23 The most common type of extension to the front of a property will be through the addition of a small porch extension. Depending on the character of the existing house and when carefully designed and proportioned this type of extension should be appropriate in most cases.

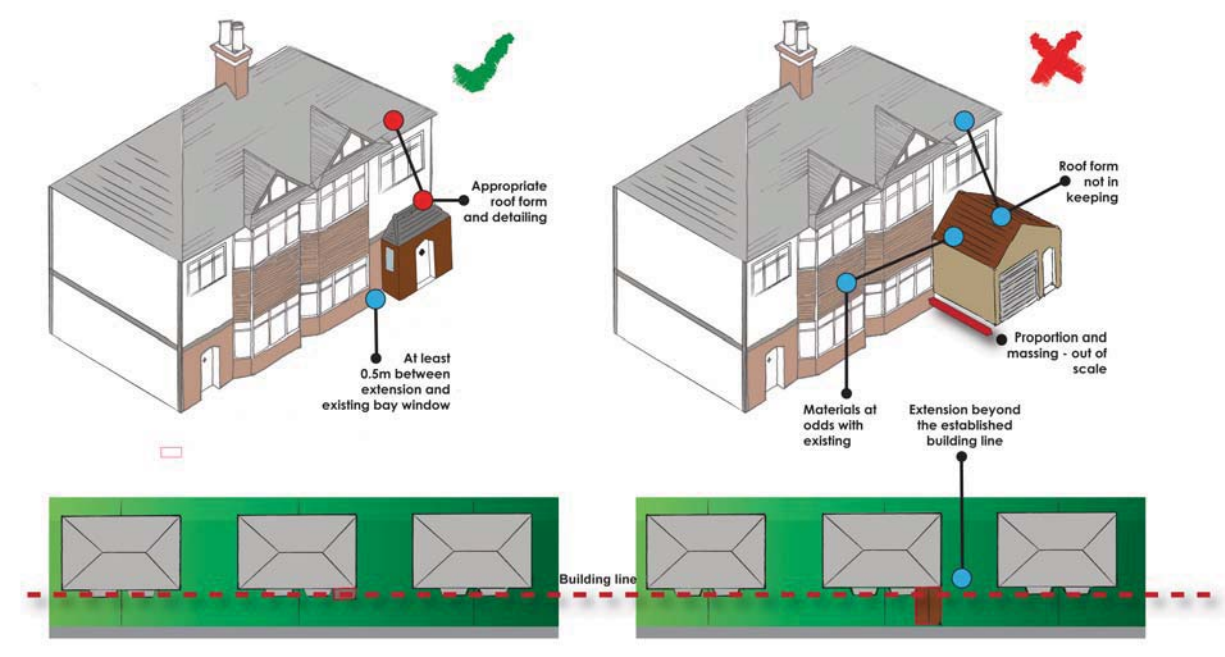
Policy Guidance 38

Front Extensions

When designing a front extension the following guidance will apply:

- Front extensions should be built at least 500mm from an existing bay window.
- New porches should reflect the character of the main house, appear as part of the original building and not be an obvious addition.
- Porches should be designed to be subordinate to the existing house and should not dominate the front elevation.
- The roof of the porch should match the design and pitch of the roof of the existing house.
- All front extensions should be designed to respect the symmetry of any existing front extensions or features of the adjoining properties.
- Front extensions that extend across the entire frontage are unlikely to be supported.
- Front extensions should not affect the existing parking provision of the development and any parking lost as a result of the extension should be replaced on site.

Figure 42 Design guidance for front extensions



Roof Extensions

4.24 Roof extensions can have a significant impact on the character of the streetscape both in individual cases or through the cumulative impact of several roof extensions within a street. This is particularly true where they are visually prominent within the street.

4.25 Roof extensions come in many shapes and sizes and are a common method for extending the amount of living accommodation or usable space in the home. The most appropriate form of roof extension will depend on the style and character of the house on which it is proposed. The common types of roof extension typically found throughout the Borough are discussed below with specific design guidance given in each case.

Dormer Windows

4.26 In order to create more usable space in the roof of your home it may be possible to install dormer style windows. However, when designing a roof extension it is important to ensure that the addition of a dormer window complements the original design of the house (particularly the roof form). In many cases it should be possible to design dormer windows so that they allow the conversion of a loft space, but do not dominate the form of the existing roof.

Figure 43 This rear box dormer is at odds with the existing roof form

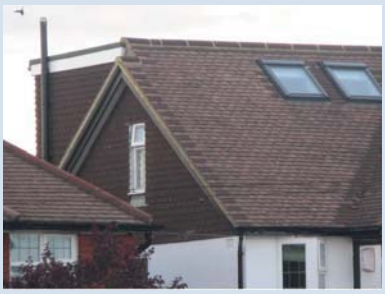


Figure 44 Side dormer roof extension which dominates this pitched roof.

Figure 45 A mansard roof extension which is at odds with the existing roof form

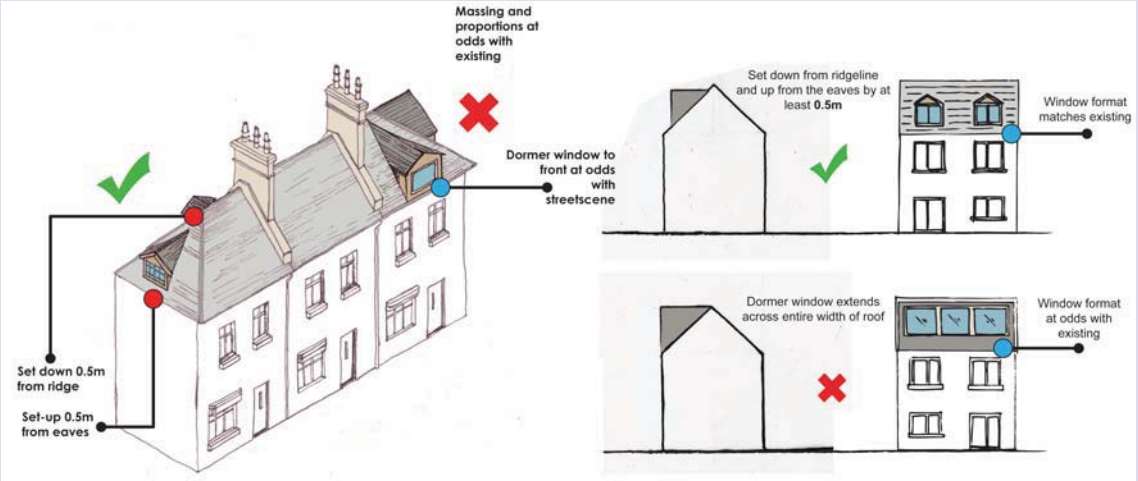
Policy Guidance 39

Dormer Windows

Dormer windows should be designed so that they:

- are set down from the ridge line of the existing roof by at least 500mm;
- are set in from the sides and eaves of the roof by at least 500mm;
- do not feature on the front slope of the roof (in most cases);
- are designed to complement the character of the existing house and wider area;
- match or line-up with any original windows below; and,
- are not built in the style of a mansard roof (see Figure 45 above)

Figure 46 Dormer Windows



'Piggyback' Extensions

4.27 This type of extension involves increasing the height of the rear part of the ridge of the roof. There are numerous examples of this type of roof extension within the Borough, often seen on Victorian or Edwardian properties. This may be an acceptable alternative to installing dormer windows, but will generally only be appropriate on detached properties where the ridge line runs from front to back (not from side to side).

4.28 Extending the roof of an existing property in this way is unlikely to be appropriate in a Conservation Area or on Listed Buildings and will only be supported where it can be demonstrated that the existing character of the street will not be affected, e.g. where the extension would not be highly visible within the street, and there will be no adverse impact on the amenity of neighbouring properties.

Figure 47 A 'piggyback' roof extension which is not overly dominant within the streetscene

Figure 48 A 'piggyback' extension which has been set back behind the existing chimney to reduce its visual impact

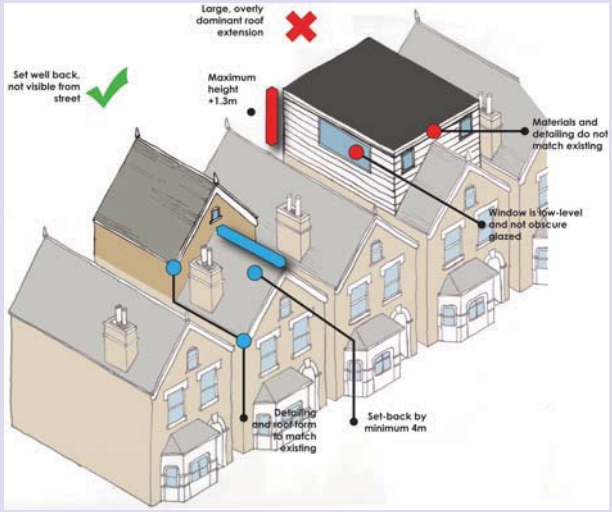
Policy Guidance 40

Piggyback Extensions

Where the character of the property and wider streetscene allows there may be some scope to obtain planning permission to construct a 'piggyback' extension where:

- the extension is set back from the front elevation of the house by at least 4m;
- the house is on a narrow plot and the side elevations are not highly visible from the street scene;
- materials and detailing are selected to match or complement the original house;
- the extension does not increase the height of the eaves and ridge by more than 1.3m;
- the gaps between the first floor side elevations of neighbouring dwellings are no more than 2.1m to reduce the impact of the extension on the character of the streetscene; and,
- no dormer style roof extensions are proposed in addition to the piggyback extension.

Figure 49 'Piggy back' style roof extensions, will only be acceptable in certain circumstances



Gable End Extension

4.29 This type of extension involves a roof extension where an existing hipped roof is extended out to form a gable. Proposals to extend a hipped roof to a gable roof are not usually appropriate as they are often at odds with the existing character of a property. This may be particularly true when proposing to extend the roof of a semi-detached property, which would upset the visual balance of the two houses, particularly when viewed in the context of other houses in the street or wider area.

Figure 50 An unacceptable gable end roof extension

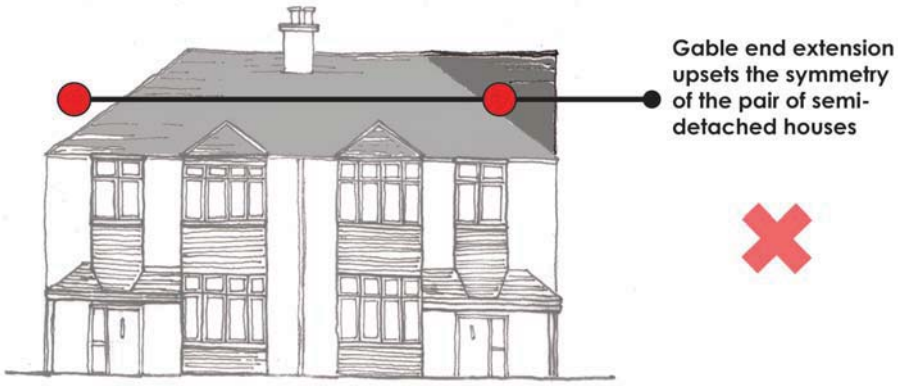


Figure 51 This hip to gable roof extension upsets the symmetry of these semi-detached properties

Figure 52 An example of an overbearing hip to gable roof extension

Outbuildings

4.30 Outbuildings include garden sheds, greenhouses, garages, hobby rooms or storerooms. Often planning consent is not required to construct modest sized outbuildings that are used as ancillary to the use of the existing house. Where the space around an existing house allows it may be possible to add an outbuilding in the land surrounding the house without affecting the character and setting of the house and surrounding area.

Policy Guidance 41

Outbuildings should:

- be positioned as far away as possible from any shared boundaries to stop overshadowing of neighbouring houses;
- not be built forward of the established building line, i.e. in front of the existing house;
- relate well to the design of the existing house;
- generally be built of similar materials to the existing house; and,
- not affect the existing parking provision of the development and any parking lost as a result of the outbuilding should be replaced on site.

Garages

4.31 Garages can function as a secure off-street car parking space and can also be utilised for storage. Building a detached and semi-detached garages may be appropriate where there is sufficient space around the existing house and provided that the design of these structures is consistent with the character of the street more generally.

Policy Guidance 42

Garages should be designed so that:

- the internal dimensions for a single garage are at least 5.3m in length by 3m in width, greater if the garage has been designed to incorporate cycle storage;
- the garage is set back at least 6m from the pavement to allow a vehicle to park in front of the garage whilst allowing the doors to be opened;
- where proposed at the rear of a dwelling, the garage should only be accessed from a rear service road;
- where attached to an existing dwelling, design guidance for single storey extensions has been followed; and,
- they are not orientated sited in front of an established building line and orientated at right angles to existing house.

N.B. Please see the Council's Sustainable Transport SPD for further guidance.

Basements and Subterranean Development

4.32 Subterranean development includes new basements and basement extensions and may be large enough to accommodate additional living space, swimming pools, garages and/or gymnasiums.

4.33 Constructing and excavating a subterranean development is a challenging engineering project that, if not designed appropriately, may raise concerns about ground movement; the structural integrity of existing and neighbouring structures; flooding and the impact on water flows and levels; and other environmental concerns such as contributing to die-back and the removal of trees.

4.34 Subterranean development can be built safely in many circumstances provided they are well designed by a suitably qualified engineer and constructed by suitably qualified contractor, having regard to the existing building, e.g. age, type of construction, and the existing geology and ground water conditions.

4.35 The impacts of flooding on subterranean development and the impacts of subterranean development on ground water flows, drainage and levels are considerations when determining planning applications for subterranean development.

Policy Guidance 43

Basements and Subterranean Development

When designing a subterranean development the following guidance will apply:

- Any new sleeping accommodation must have natural light and ventilation.
- Any features associated with subterranean development visible from the street or surrounding properties should be discreet.
- Light wells visible from surrounding properties or the street should only be included where they are a characteristic feature of the street. As such proposals to include a light well that is visible from the street will be considered on its merits.
- Light wells should not exceed more than one storey underground in order to maintain adequate daylight, sunlight, and ventilation
- Where proposed in close proximity to mature trees, every effort should be made to protect and retain trees. Where the removal of a tree is unavoidable, a replacement tree will be expected to be planted adjacent to the proposed development.
- Proposals for subterranean development in Flood Zones 2 and 3 (and for sites greater than 1ha in Flood Risk Zone) 1 must be accompanied by a Flood Risk Assessment.
- Proposals for subterranean development must be accompanied by a Construction Method Statement (CMS).

Landscaping

Walls and Enclosures

4.36 Walls and enclosures are a characteristic feature of many of the Borough's streets across many of the common housing types. They provide a boundary to the curtilage of a property as well as providing some screening to safeguard privacy. Common types of enclosures include walls, fences, gates and hedges. As such, walls and enclosures should be in keeping with the character of the street and surrounding area. The design, materials and height of walls and enclosures should relate well to other enclosures in the area.

4.37 Alterations to, and the erection of, walls, fences and gates often do not require planning consent. However, if the Permitted Development rights associated with a property have been removed or if the wall or fence proposed exceeds 1m adjacent to a highway, or 2m above elsewhere, then planning consent will be required.

4.38 Hedges do not normally require planning consent although sometimes they may be controlled by planning conditions attached to the development of the site. Hedges that are excessive in height may sometimes be deemed unacceptable under High Hedges legislation.

Figure 53 A poor choice of boundary treatment - this tall, close boarded fence is not characteristics of other boundary treatment in this street.

Policy Guidance 44

Walls and Enclosures

When designing walls and enclosures:

- respect the form and detail of other enclosures in the street so that new walls or enclosures do not appear out of character;

- choose matching materials that are complementary to those of the host building or other enclosures within the streetscene;
- consider using well maintained planting which can be an attractive alternative;
- attempt to retain any hedgerow which forms a strong boundary characteristic of the streetscene;
- provide gates that swing inwards or slide behind the wall wherever practical; and,
- ensure adequate visibility of pedestrians and vehicles is maintained for all vehicles entering and exiting the property.

Front boundary treatment other than low-level walls or hedges will be resisted unless it can be demonstrated that they are a character of the street in general.

Front Gardens and Parking

4.39 Throughout the Borough there is some pressure to convert existing front gardens to car parking spaces. Some of the common house types in the Borough were originally designed with a parking space in the space between the house and the street and as such form a characteristic of some streets. Additional parking spaces in front gardens will only be appropriate where well designed to minimise any negative impact on the visual character of the street.

4.40 In many cases converting a front garden for parking may not require planning consent, however, the Council's Neighbourhood Highways Engineer should be contacted to ensure that any new vehicle crossover or dropped kerb complies with the Highways Act 1980. General guidance on landscaping/layout from this guide should be followed.

Policy Guidance 45

Front Gardens and Parking

When designing a parking space in the front garden of an existing property the following guidance should be followed:

- Ensure that the front garden depth is greater than 4.57m and preferably a minimum depth of 6m is recommended to allow for manoeuvring of vehicles and the safety of pedestrian; do not remove the entire front boundary as this could create a large open area to the street which will effectively remove any feelings of privacy.
- Do not install a gate that opens out over the pavement.
- Use materials that are complementary and sympathetic to the character of the street.
- Attempt to retain existing trees and any walls or fencing that form part of the local character and do not remove any trees without first consulting the Council.
- Attempt to repair or restore any original details such as boundary walls, gates or decorative tiled paths as part of any improvement programme.
- Where hard surfacing is introduced it should be constructed from permeable materials and at least 50% of surfacing materials should be soft planting, shrubs, or lawn to reduce the risk of flooding. Incorporate sustainable drainage systems to reduce the risk of flooding to the satisfaction of the Council's drainage officer.

- Lay hard surfacing at a slight gradient to allow for satisfactory drainage of water (though ensure water does not drain onto the highway)
- Ensure that any loose surface material does not spread onto the highway, e.g. when a loose surface material like pea shingle is used, be sure to place a line of bricks/setts along the boundary line of the property between hard standing and footway.
- Ensure that pedestrian inter-visibility is maintained.

5 STUDENT HOUSING

Student housing

5.1 Schemes for purpose built student housing are being brought forward by the private sector. However, there is a recognition that recent design emphasis has been based on studio-type apartments which may be an unsuitable and unpopular choice for a significant proportion of students for a number of reasons, not least on the limitations they place on social interaction. In addition, this type of accommodation is often proposed with unsatisfactory levels of private amenity space.

5.2 The Council has produced the following design guidance for residential accommodation for students.

Policy Guidance 46

Student Housing

General design principles

Small (up to 100 student rooms)

Key requirements are:

- The provision of mainly cluster flats of typically between four and eight en-suite bedrooms
    - The provision of a proportion of accessible bedrooms and servicing facilities in accordance with appropriate standards and regulations[46]
    - Each cluster flat should have adequate communal space to allow residents to socialise and eat together
    - Designed with good security and safety in mind, including 24-hour security and linked CCTV system and access controls
    - Communal outdoor space should be provided as part of the development or within very close proximity
    - One secure cycle storage space should be provided for every student bedspace

Medium (100-400) to Large Halls (more than 400 rooms)

46 Access Standards and Guidance considered and/or applied in new build and refurbishment include: Approved Document Part M of the Building Regulations Part M 2010;BS8300:2009 with Addendum A1: Design of Buildings and their approaches to meet the needs of disabled people;BS9999 Code of practice for fire safety in the design, management & use of buildings; Supplementary FSO Guide 2007 Fire Safety Means of Escape for Disabled People; Dept of Transport Inclusive Mobility (for external environments); Sign Design Guide; BS 8502 and BS 8501 Graphical Symbols and Signs; Project Rainbow, University of Reading (visual contrast); Managing inclusive building design for higher education, Equality briefing and process checklist. Colleges & University Business Officers.

1. Typically halls with 200+ bed spaces are most likely to be economically viable whilst providing a range of facilities and services (including pastoral care). Key requirements are:

    - As above for small scale hall proposals but with the addition of a management suite facility (both open, e.g. reception and private, e.g. office) for use by the hall management team.
    - Adequate communal facilities (e.g. television, pool tables etc) and amenity space.

Internal space standards

- **Cluster flats**

    - En-suite study bedroom: minimum 12–14sqm gross internal
    - Standard study bedrooms (shared bathroom): minimum 10-12sqm
    - Accessible study bedroom: must meet all relevant Part M building regulations
    - Kitchen/diners: must have natural light and ventilation and be built to an approx ratio of 4sqm/resident and be no smaller than 20sqm
    - The minimum floor to ceiling height is 2.5m between finished floor level and finished ceiling level but 2.6m is considered desirable and higher ceiling heights will be encouraged at ground floor level and in communal areas

    Studio flats

    - A minimum gross internal area of approximately 20sqm
    - In general individual access cores should serve no more than ten studio flats per floor
    - Access control system should be provided at the main front door

Outdoor amenity space standards

- Open, informal recreation or amenity space for students to meet and socialise, undertake group work activities in an informal setting or sit in quiet contemplation must be provided as an integral part of the overall development from the outset and should be proportionate to the size of development and the context of the site.

- The space(s) should be easily accessible to all residents and located to optimise privacy, be orientated to benefit from natural sunlight, and be well landscaped.

Parking and cycle parking standards

As a rule of thumb, developments should be car-free where they are proposed in areas that manage on-street parking by way of CPZ's and the only exceptions in those cases would be for:

- Dropping off and collecting students and their belongings at beginning and end of terms

- One car parking space per accessible study bedroom
- Emergency, essential operational, and service vehicles

Where developments are proposed in areas without on-street parking management a level of parking within the site should be provided so as not to create additional parking on nearby roads to the disadvantage of residents. Each case to be considered on their merits, and should reflect the guidance as set out in the "parking standards" sections of the Sustainable Transport SPD and especially that section referring to ensuring there is no increase in on street parking resulting from the development. In these cases the applicant will need to support **any reduction in on-site parking provision** with a detailed parking management plan, setting out how they intend to ensure students do not bring cars into the area and what actions would be taken against those that do.

One secure bicycle space should be provided for every student bedspace. Best practice indicates that these should be provided in stores close to the core areas of cluster flats rather than a single large store.

N.B. Where appropriate, applications for planning consent should be accompanied by travel plans, which should cover how drop off and pick up arrangements for students and their belongings will be managed at the beginning and end of terms.

Management Plans

Management Plans may be required to demonstrate that the design and day to day operation of the student accommodation (including location and management of on-site vehicular movements and parking) does not give rise to unacceptable levels of noise or disturbance likely to adversely impact on neighbouring residential amenities The management plan should also seek to maximise the social interaction of students both within the new residences and the local community and the provision of suitable pastoral care for residents .

Other key local design issues

The design of all developments will be expected to:

- protect and enhance the character of the borough and demonstrate local context, in accordance with the design principles set out elsewhere in this guidance document;
- show a thoughtful approach to architectural design, in terms of external expression and internal arrangement

- take account of:

    - All statutory building requirements
    - Issues of sustainability and energy conservation. Developments will be expected to show evidence of innovative construction techniques, on-site renewable technologies where appropriate and be designed in accordance with the Council's Sustainable Design & Construction Standards as set out in Core Strategy policy DM1:

        - New development over 500m2 (including conversions, refurbishments, extensions and changes of use):

- Until 2013: BREEAM 'Excellent';
- From 2013 onwards, BREEAM 'Outstanding'

Examples of well designed student accommodation

These examples do not in themselves represent well designed student accommodation in every aspect of their design. They do however represent the types of student accommodation that have come forward in recent years in the Borough.

Case study 1: IQ Wave, Vicarage Road, Kingston Town Centre

This is an example of a high-quality, privately owned and managed student housing development.

- Six - eight storey car-free development occupying a prime position near the River Thames in Kingston town centre, close to the free university bus route and a ten minute walk from the Penrhyn Road academic campus.
- It opened in September 2008 and offers 214 rooms, including 16 double/twin rooms to accommodate a total of 225 students, comprising 108 well designed cluster bedrooms including 11 double/twin rooms, and 106 studios including 5 double studios; a management suite, common room with sky TV, vending, soft seating, secure cycle parking and separate laundry
- The development is staffed 24/7 with a dedicated on site Management Team, CCTV and out of hours security.
- Kingston University currently has a lease agreement for the building.

Case Study 2: Walkden Hall, Kingston Hill Campus

This is an example of a University managed halls of residence on one of its existing campuses. It is located about two miles outside Kingston town centre, on the free University bus route and offers 159 rooms. Rooms are arranged in cluster flats with seven to ten students sharing a large communal kitchen.

6 GLOSSARY

Affordable Housing - that which is accessible to people whose incomes are insufficient to enable them to afford adequate housing locally on the open market. It includes social rented or shared ownership housing provided by housing associations, local authorities and other similar agencies. Housing is regarded as affordable where it costs to the occupier, however it is provided, is equivalent to the cost of registered housing association accommodation of similar size and quality within the locality.

Amenity - those areas immediately surrounding residential dwellings, used exclusively by the residents of that property for passive or active recreation. It includes play space and drying areas. It does not include access roads, driveways. Garages, hardstandings, dustbin/storage enclosures, narrow strips of land restricted in size or shape or incapable of use as sitting out areas, space which does not afford reasonable privacy.

Area Action Plan (AAP) - document used to provide a planning framework for areas of change and areas of conservation. Area Action Plans have the status of Development Plan Documents.

Biodiversity - a diverse range of species and the complex ecosystems they make up.

Borough Character Study - an evidence base document which analyses the Borough by area, identifying the essential components that combine to give Kingston its particular sense of place.

BREEAM - Building Research Establishment Environmental Assessment Method – an environmental measurement method and rating system for buildings.

Brown Roof - A roof surface that has been intentionally planted with (locally occurring) vegetation with the specific aim of enhancing biodiversity. They generally incorporate a high proportion of recycled material for example spoil from a local building site.

CO_2 - Carbon Dioxide

Cat-slide Roof - a distinctive roof form that slopes diagonally down at the side of the house from first floor eaves to ground floor eaves height.

Cluster Flat - non-self-contained accommodation for temporary occupation by a specific user group such as students or nurses, where living and kitchen facilities are shared by a number of households.

Code for Sustainable Homes - the national standard for the sustainable design and construction of new homes.

Cohesiveness - harmonious grouping of complementary elements. A *cohesive* townscape contains objects and architectural elements which have a consistent overall effect.

Conservation Area - an area of special architectural or historic interest identified by the Local Planning Authority under the Planning (Listed Buildings and Conservation Area) Act 1990. The Local Planning Authority has a statutory duty to preserve or enhance the character or appearance of such areas. Buildings in such areas are protected from unauthorised demolition and trees may not be felled or pruned without consent.

Construction Method Statement - a statement describing construction methods and processes and their implications.

Core Strategy - document setting out the long term spatial vision for the local planning authority area, strategic objectives, and strategic policies to deliver that vision. The Core Strategy has the status of a Development Plan Document.

Defensible Space - space created by defining clear boundaries between public and private space so that conditions are created where all public spaces in a development are naturally overlooked.

Density - a measure of the amount of residential accommodation in an area. Referred to here in terms of the number of dwellings per hectare.

Development Plan Document (DPD) - a spatial planning document that is subject to independent examination, and together with the London Plan, will form the development plan for the local authority area. Development Plan Documents (DPDs) can include Core Strategies, site specific allocations of land and Area Action Plans (where needed). Other DPDs including Development Management Policies can be produced. They will all be shown geographically on an adopted Proposals Map. Individual DPDs or parts of a document can be reviewed independently from other DPDs. Each authority must set out the programme for preparing its DPDs in the Local Development Scheme.

Development Typology - is a set of buildings or built forms which are homogeneous in style and/or material (for example terraced, detached and flats are housing typologies).

District Centres - within the Borough there are three District Centres: New Malden, Surbiton and Tolworth. They offer a wide range of “walk to” shops and services which meet most regular shopping needs of residents, are focal points for public transport services and are established centres for leisure and community facilities and local employment.

Dormer Window - a vertical window with a roof of its own, positioned, at least in part, within the slope of the roof.

Eaves - the point where the lowest point of a roof slope, or a flat roof meets the outside wall.

Ecological - relating to, or concerned with, the relation of living organisms to one another and to their physical surroundings.

Enclave - a place or group that is different in character from those surrounding it.

Enclosure - an area that is surrounded by a barrier.

Fenestration - the layout of windows on an elevation.

Frontage Composition - the horizontal and vertical arrangement of the fronts of the buildings.

Gable - the vertical part of the end wall of a building contained within the roof slope, usually triangular but can be any "roof" shape.

Gated Developments - developments that are totally secured from non residents from entering by secure controlled access gates.

Geological - the science which deals with the physical structure and substance of the earth, their history, and the processes which act on them.

Green roof or Wall - a roof or wall that is intentionally covered with vegetation which can help reduce the causes and effects of climate change locally whilst promoting enhanced biodiversity.

Habitable room - any room used or intended to be used for sleeping, living, or cooking and eating purposes. Enclosed spaces such as bath or toilet facilities, service rooms, corridors, laundries, hallways, utility rooms or similar spaces are excluded from this definition.

Hard Standing - an area of hard core surface, which is usually used for the parking or manoeuvring of vehicles.

Heritage/Historic Assets - A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).

Hydrological - the branch of science concerned with the properties of the earth's water, and especially its movement in relation to land.

Lifetime Homes - new homes which conform to Lifetime Homes standards thereby catering for various occupants and their needs. Lifetime Homes standards apply to external and internal features of buildings.

Light Well - an unroofed external space provided within the volume of a large building to allow light and air to reach what would otherwise be dark or unventilated area.

Listed Building - a building included in the list of buildings of epical architectural or historic interest compiled by the Secretary of State under Section 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Listed Building Consent - Listed Building consent or permission is required by ? before whole or partial demolition or any alteration which affects the character of the building is undertaken.

Local Area of Special Character - areas which have a special character of local, as distinct from metropolitan significance which makes them distinctive from most other parts of the Borough and thus worthy of protection and enhancement.

Local Development Framework (LDF) - the name of the portfolio of Local Development Documents. It consists of Development Plan Documents, Supplementary Planning Documents, a Statement of Community Involvement, the Local Development Scheme and Annual Monitoring reports. Together these documents provide the framework for delivering spatial planning strategies for a local authority area and may also include Local Development Orders and simplified planning zones.

Mass/Massing - the combined effect of the arrangement, volume and shape of a building or group of buildings. This is also called 'bulk.'

National Planning Policy Framework (NPPF) – The National Planning Policy Framework sets out the Government's planning policies for England and how these are expected to be applied.

Neighbourhood Community Plan - the issues, aspirations, priorities and suggested actions for the each Neighbourhood in Kingston captured in the form of a written plan or statement which will assist those who provide public services to focus on the issues which matter most to the community.

Open Space - generally seen to include green spaces and civic spaces within or adjoining to an urban area. This can also include hard landscaping such as paved or cobbled areas, so as to provide a focus for pedestrian activity and connections.

Outbuildings - a smaller separate building such as a shed or barn that belongs to a main building, such as a house or farm.

Parapet roof - common all across London, this is a style of roof where the roof slope is set back behind a wall or parapet.

Permeability (pedestrian) - the degree to which a place has a variety of pleasant, convenient and safe routes through it. More often associated with walking or cycling routes as opposed to trafficked routes.

Permitted Development Rights - in the context of residential development these amount to certain types of minor changes that one can make to a house without needing to apply for planning permission. They derive from a general planning permission granted not by the local authority but by Parliament. Bear in mind that the permitted development rights which apply to many common projects for houses do not apply to flats, maisonettes or other buildings.

Photovoltaic - The direct conversion of solar radiation into electricity by the interaction of light with electrons in a semiconductor device or cell.

Planning Performance Agreement (PPA) - An agreement between the local planning authority and applicant for a specific development proposal which identifies a defined shared vision and identifies key milestones and timescales for the delivery of a planning decision, by both the local planning authority and the applicant.

Plot - the area contained within the boundary of one dwelling or a group of linked dwellings, such as a block of flats or a sheltered housing complex.

Plot Ratio - the ratio of a building's total floor area to the size of the plot of land upon which it is built. A useful measure of the character/form of development.

Public Realm - This is the space between and within buildings that is publicly accessible, including streets, squares, forecourts, parks and open spaces.

Public Transport Accessibility Level (PTAL) - a detailed and accurate measure of the accessibility of a point to the public transport network, taking into account walk access time and service availability.

Retrofitting - provide a building with a component or accessory not fitted during manufacture.

Ridges - the highest part of the roof.

Sedum - a large genus of flowering plants which are becoming increasingly used to provide a roof covering in green roofs.

Set-back - the distance of a building alignment from the front property boundary or street frontage.

Shared Space - an urban design approach which seeks to minimise demarcations between vehicles and pedestrians, often by removing features such as kerbs, road surface markings, or signage as a way of reducing the dominance of vehicular traffic, increasing road safety and the enjoyment of the public realm. Shared space has as much to with the way people interact within a space as to the actual physical design of it.

Shared surface - although related to *shared space* (above) a true shared surface is where all users of a street share one uniform surface with virtually no delineation in height, surface materials, or road markings.

Social Exclusion/Isolation - A term for what can happen when people or areas suffer from a combination of linked problems, such as unemployment, poor skills, low incomes, poor housing, high crime environments, bad health and family breakdown.

Strategic Area of Special Character - areas of special character, of metropolitan as opposed to local importance comprising areas of architectural and historic interest and major open space of high landscape value.

Studio Flat - a small flat with only one main room normally incorporating both living and sleeping space.

Subterranean Development - includes new basements and basement extensions and may be large enough to accommodate additional living space, swimming pools, garages and/or gymnasiums.

Sustainable Urban Drainage System (SUDS) - used to describe the various approaches that can be used to manage surface water drainage in a way that mimics the natural environment.

Supplementary Planning Document (SPD) - a planning document which provides supplementary information in respect of Development Plan Documents. They do not form part of the development plan and are not subject to independent examination.

Supplementary Planning Guidance (SPG) - a non-statutory planning document which could serve as a material consideration in terms of determining planning applications.

Sustainable Development - development for the needs of today which does not adversely affect the economic, social, or physical environment in a way that prevents the ability of future generations to meet their own needs.

Tenure blind - the delivery of housing whereby both market housing and affordable housing are designed to be as visually similar as possible as a way of reducing inequalities or the feeling of inequality that may exist between residents.

Transport for London (TfL) – the government body responsible for the transport system in London.

The Greater London Authority (GLA) - a unique form of strategic city-wide government for London. It is made up of a directly elected Mayor – the Mayor of London – and a separately elected Assembly – the London Assembly. The Mayor leads the preparation of statutory strategies on transport, spatial development, economic development and the environment.

The London Plan - the spatial development strategy document for London. It provides a strategic framework for the boroughs' Local Development Frameworks. It has the status of a Development Plan Document. Kingston's Local Development Framework is required to generally conform to the London Plan.

Topography - the arrangement of the natural and artificial physical features of an area.

Wheelchair Housing - affordable and private housing that is designed to be wheelchair accessible.

7 APPENDICES

"If you are unable to read this document because of disability or language, we can assist you. Please call the Kingston Council Helpline on 020 8547 5757 or ask someone to call on your behalf."

چنانچه قادر نیستید این نامه را به دلیل ناتوانی یا مشکل زبان بخوانید ما میتوانیم به شما کمک کنیم. لطفا خود یا شخص دیگری با شماره کمک شهرداری کینگستون تماس بگیرید.
تلفن ۰۲۰۸۵٤۷۵۷۵۷ 020 8547 5757

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ئەگەر توانای خوێندنەوەی ئەم نوسراوەت نیە لەبەر پەککەوتەی/ بێ توانای یاخود لەبەر زمان تێنە گەیشتن ، ئەوا ئێمە ئەتوانین یارمەتیت بدەین . تکایە پەیوەندی بکە بە هێڵی یارمەتی شارەوانی کینگستۆنەوە (Kingston Council) بەژمارە تەلەفۆنی 020 8547 5757 یان بەکەسێ بڵێ کەبەناوی تۆوە پەیوەندی بکات .

"إن لم تكن قادراً على قراءة هذا النص بسبب اللغة أو أيٍّ عائق آخر، اتصل بنا فنحن نستطيع مساعدتك. الرجاء الاتصال بخط مجلس كنجستون للمساعدة (Kingston Council helpline) على الرقم 020 8547 5757 أو اطلب من أيٍّ شخص آخر الاتصال بنا نيابة عنك."

''ਜੇਕਰ ਤੁਸੀਂ ਅਪਾਹਜਤਾ ਜਾਂ ਭਾਸ਼ਾ ਦੇ ਕਾਰਣ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਪੜ੍ਹਨ ਵਿੱਚ ਅਸਮਰਥ ਹੋ, ਤਾਂ ਅਸੀਂ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰ ਸਕਦੇ ਹਾਂ। ਕਿਰਪਾ ਕਰਕੇ 020 8547 5757 'ਤੇ ਕਿੰਗਸਟਨ ਕੌਂਸਲ ਦੀ ਹੈਲਪਲਾਇਨ 'ਤੇ ਕਾੱਲ ਕਰੋ ਜਾਂ ਆਪਣੇ ਵੱਲੋਂ ਕਿਸੇ ਨੂੰ ਕਾੱਲ ਕਰਨ ਲਈ ਕਹੋ।''

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உங்களால் இந்த கடிதத்தை படிக்க இயலவில்லை என்றால் தயவு கூர்ந்து கிங்ஸ்டன் உதவி மையத்தை நீங்களோ அல்லது உங்களை சார்ந்த எவராவது தொடர்பு கொள்ளவும்.
தொடர்பு கொள்ள வேண்டிய எண் 020 8547 5757

براہ کرم اگر آپ کو کسی وجہ سے پڑھنے میں ناقابل ہو تو آپ کو دستاویز اس کرینگے مدد کی۔
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کروائے۔ سے کسی یا کیجئے

Haddii aadan awoodin akhrinta dokumentigan sabab naafada ama luqadda ah, waan ku caawin karnaa. Fadlan soo wac Khadka caawimada ee Kawnsalka Kingston 020 8547 5757 ama qof ku matalaya ka codso inuu na soo waco

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If you would like to discuss any aspect of this document or the Local Development Framework generally, please ring the LDF Team on 0208 547 5312 or email us at ldf@rbk.kingston.gov.uk

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