



# Residential Design Guide

## Supplementary Planning Guidance

July  
2004



# Status of Supplementary Planning Guidance on Residential Design

## Status

Guildford Borough Council has formally adopted this Planning Guidance, which is supplementary to the policies in the Guildford Borough Local Plan 2003. In this respect the Supplementary Guidance has the status of a material consideration in the determination of planning applications by this Authority and in its defence of its decisions at appeal.

## Statement of Public Consultation

In accordance with the advice set out in Annexe A (A3) of Planning Policy Guidance Note 1 (PPG1) on General Policy and Principles, the Supplementary Planning Guidance has been the subject of wide public consultation.

Three initial workshops were held for Council Officers, Stakeholders and Councillors on 16 May, 23 June & 25 June 2003 respectively. A public consultation exercise was carried out over a six-week period between 1st April 2004 and 13th May 2004 inviting comments on the Draft Supplementary Planning Guidance. Copies of the SPG were sent to statutory consultees including Parish Councils. Notification letters and questionnaires were sent to consultees including local planning consultants, architects, residents associations and amenity groups. A notice was put in the Surrey Advertiser on 9th April 2004. Copies of the SPG were also available for inspection and collection from the Planning Reception at the Council Offices, on the Council website and copies were available for inspection at local libraries.

A Residential Design Workshop was also held for Councillors and Stakeholders on 22 April 2004. Altogether 31 responses were received. After careful consideration of representations made the Guidance was amended to address the valid points of concern. A summary of the comments received and the amended text was considered at the Council's Environment Scrutiny Committee on 24 May 2004 and the text was formally adopted by the Executive on 24 June 2004 subject to minor editorial changes to be agreed by the Head of Environmental Policy and Design Services in consultation with the Lead Member for the Environment and Group Spokespeople. The Character Area maps and Case Studies were presented to the Executive on 15 July 2004 and authority to finalise the details was delegated to the Head of Environmental Policy and Design Services in consultation with the Lead Member for the Environment and Group Spokespeople.

Full details of the representations made to the Council, together with the Council's response can be obtained on request by contacting the Policy Team on 01483 444662.

## Ordnance Survey Statement

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## Part 1: Introduction

- 1.1 This Residential Design Guide has been developed to promote and set out guidance on how to achieve high standards of housing design throughout the Borough of Guildford, both in the two main urban areas of Ash and Guildford and in the surrounding villages.
- 1.2 Guildford Borough Council has produced the guide with the involvement and support of Councillors, Residents Associations and Amenity Groups.
- 1.3 The key aims are to encourage:
  - Locally distinctive design
  - Respect and enhance local character
  - Contemporary and sustainable approaches to development
  - Best practice in layout and built form
- 1.4 The guide explains how specific types of development should respond to Local Plan policies and identifies:
  - Character types and broad design issues and principles
  - Outline design solutions for common types of new development with illustrated case studies
  - How new development can balance contemporary and sustainable design principles, at the same time as reflecting local distinctiveness and also respond to developing national policy.
- 1.5 The guide supplements the principles set out in national guidance and amplifies the Structure and Local Plan design policies. It applies to all new residential development across the Borough.
- 1.6 Following public consultation the Guide has been adopted as Supplementary Planning Guidance (SPG) by Guildford

Borough Council. It constitutes a material consideration in determining and evaluating new residential planning applications.

- 1.7 It is recognised that there may be instances in the Borough of developments that do not satisfy the requirements of this Guidance. It is intended that such developments should not be replicated and that the principles in this Guidance will be applied to all future residential developments in the Borough.
- 1.8 The guidance is set out as follows:

### Part 2: Policy Context

The planning policy framework.

### Part 3: Achieving Good Design

General guidance on how to assess local context and character.

### Part 4: Local Distinctiveness & Character

Specific character types of residential areas particular to Guildford.

### Part 5: Planning and Design

Focusing and building upon existing Local Plan policies.

### Part 6: Case Studies

Examples of how new residential development can be designed to be in context and character with an area.

- 1.9 Developers will be expected to take this SPG into account and submit with all residential planning applications (except for general householder applications and change of use applications) a Design Statement. The Design Statement should demonstrate how the proposal fits the context of the site and its local distinctiveness and how it relates to its immediate surroundings. Even when the design is contemporary and quite different in use of materials or architectural style, it is still important that the reasons behind this decision are fully justified in a written document. A copy of the Design Statement Guidance Note is attached as Appendix A.

1.10 For major residential planning applications (of 10 or more dwellings) a full site survey will be required, which shall include:

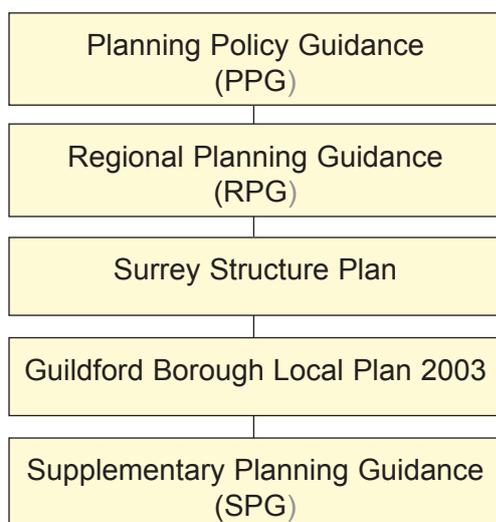
- Context
- Existing built form
- Proposed slab levels
- Levels and contours of land including cross-section drawings to show adjacent buildings
- Existing landscape features (trees, hedges, water features etc)
- Boundary features
- Ground services

1.11 Further details on Design Statements and Full Site Surveys are included in Part 3: Achieving Good Design.

## Part 2: Policy Context

2.1 Local authorities operate within a framework of planning policy set by Central Government. The planning system is one of many influences on the design of buildings and spaces. Achieving good design requires an understanding of these influences and policy requirements and an appropriate response.

### Current Policy Context



### 2.2 National Planning Guidance

National planning policy guidance is mainly set out in Planning Policy Guidance notes (PPG's), issued by the Office of the Deputy Prime Minister. The issue of design is covered primarily in PPG1 (General Policy and Principles), although most PPG's provide some reference and guidance on design.

2.3 The Government's policy on design is clear: "good design should be the aim of all those involved in the development process and should be encouraged everywhere".

2.4 Draft Planning Policy Statement 1 (PPS1 to replace PPG1) states that Local Planning Authorities should plan positively for the achievement of good quality urban design; Design polices and guidance should focus on encouraging good inclusive design and should avoid stifling innovation, originality or initiative.

2.5 Planning Policy Guidance note 3: Housing states that "good design and layout of new development can...make the best use of previously-developed land and improve the quality and attractiveness of residential areas...local planning authorities and developers should think imaginatively about designs and layouts which make more efficient use of land without compromising the quality of the environment... Considerations of design and layout must be informed by the wider context".

2.6 A selection of design guidance has been published by the Government and the Commission for Architecture and the Built Environment (CABE) including the publication 'By Design' which gives advice on creating high quality places and neighbourhoods. Further information can be found at [www.odpm.gov.uk](http://www.odpm.gov.uk) and [www.cabe.org.uk](http://www.cabe.org.uk)

### Regional Planning Guidance (RPG)

2.7 RPG9 for the South East was adopted in March 2001. It sets out planning guidance for the South East region. It addresses design by emphasising regionally important design issues to which local authorities should respond.

### Surrey Structure Plan, Deposit Draft December 2002

2.8 Strategic planning guidance is currently set out in the Deposit Draft Surrey Structure Plan. The Spatial Strategy of the Structure Plan (Chapter 1) identifies a number of priorities, which includes support for higher density development in accessible locations where it can make a positive contribution to enhancing local character, particularly as part of urban regeneration schemes and within town centres, but otherwise maintain the distinctive qualities of Surrey's established residential areas.

2.9 Policy SE4 of the Deposit Draft Structure Plan on 'Design and the Quality of Development' states that "development should contribute to improvements to the quality of urban and rural areas, whilst retaining features that contribute to a sense of place". The supporting text states that all development proposals, including small scale infill and redevelopment schemes, will be required to satisfy the fundamental design principles set out in the design guide Surrey Design, the maxim being that "proposals must be good enough to approve, not bad enough to refuse".

### The Surrey Design Guide

2.10 The Surrey Design Guide provides strategic design guidance applicable across the County. It also provides technical information relating to road layouts, parking, highway requirements, home zones, lighting, sustainable drainage systems and energy efficiency in new developments. The Surrey Design Guide and general principles provide an overview and complement Guildford's SPG on Residential Design, which more fully reflects local issues & Local Plan policies.

### Guildford Borough Local Plan 2003

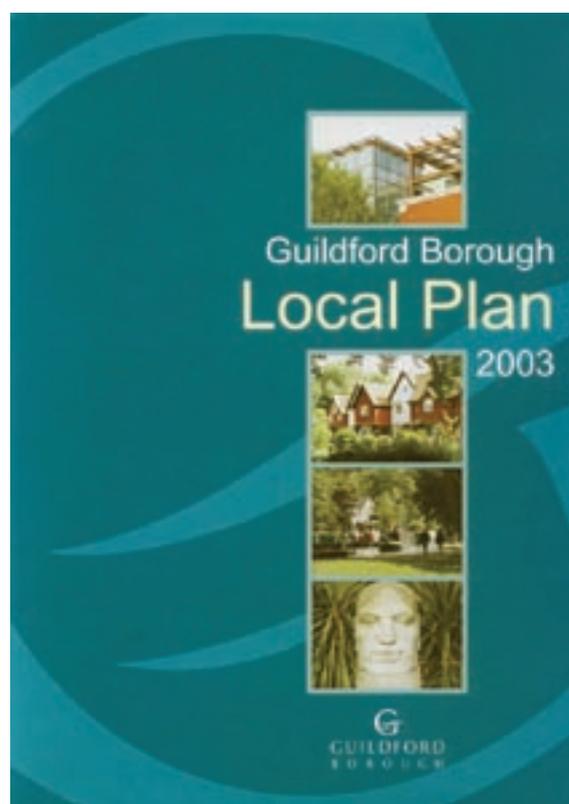
2.11 The Local Plan provides a framework for guiding development within the Borough by setting out planning policies. All Local Plan policies have regard to regional and strategic planning guidance and to current national policies. The local planning authority will assess all development proposals against the criteria set out in the Local Plan policies.

2.12 Supplementary Planning Guidance (SPG) clarifies and supports Local Plan policies; it cannot alter or amend planning policies.

2.13 The Local Plan's strategy seeks to protect and enhance the character of the built and natural environment, to ensure that new development is of a high quality. This SPG on Residential Design clarifies and supports a number of Local Plan policies.

2.14 General policies that are especially important in the design of new development within existing residential areas include all the G1 policies including G1 (3), Protection of the amenities enjoyed by the occupants of buildings and G1 (12), Safeguarding and enhancement of the landscape and existing natural features.

2.15 Policy G5 provides a Design Code, which requires consideration of the context, scale, form and height of new development. Spatial considerations include space around buildings, streetscape, layout, views & vista's, materials, detailing, parking and landscape.



**POLICY G5: DESIGN CODE**

Development proposals that do not comply with the following design requirements will not be permitted:

**(1) Context for Design**

New development respects established street patterns, plot sizes, building lines, topography, established views, landmark buildings, roof treatment, aspect and relationship with other buildings.

**(2) Scale, Proportion and Form**

New buildings respect the scale, height and proportions and materials of the surrounding environment.

**(3) Space Around Buildings**

Existing spaces of value are respected and new spaces created through development should have an attractive and identifiable character.

**(4) Street Level Design**

Buildings and spaces at pedestrian level provide visual interest and a sense of place and identity.

**(5) Layout**

The built layout is easily understood by the user and creates areas of identifiable character.

**(6) Important Public Views and Roofscape**

Important public views are protected and opportunities to create attractive new views and vistas are provided and encouraged.

**(7) Materials and Architectural Detailing**

Materials are of a high standard and harmonise with surrounding buildings. Detailing on new buildings is durable and reinforces the identity and character of an area.

**(8) Traffic, Parking and Design**

The visual impact of traffic and associated access and parking is minimised, especially in sensitive locations.

**(9) Landscape Design**

A high standard of landscape design to include walls, enclosures and paving schemes, as well as trees and other planting is provided to ensure that new development integrates into the existing townscape and landscape.

**(10) Open Spaces of Value**

Open spaces, whether public or private, which contribute to the character of an area, in terms of the views they create, the feeling of openness they allow, are protected.

- 2.16 Specific Local Plan policies on housing (policies H1, H4, H6, H7, H10, H11 & H12), identified settlements in the Green Belt (policy RE3), recreation (policies R2 & R3) and the historic, rural and natural environment should be read in conjunction with this guidance. Policies H4, RE3 and H10 are the most relevant for new housing development.

**POLICY H4:  
HOUSING IN URBAN AREAS**

Planning permission will be granted for residential development in the urban areas of Guildford and Ash and Tongham provided that the development:

1. Is in scale and character with the area;
2. Has no unacceptable effect on the amenities enjoyed by the occupants of buildings in terms of privacy and access to sunlight and daylight;
3. Has no unacceptable effect on the existing context and character of the adjacent buildings and immediate surroundings.

- 2.17 The supporting text of policy H4 states that in addition to the allocated sites, the Borough Council anticipates that other sites will continue to come forward within Guildford primarily in the urban areas of Guildford, Ash and Tongham. This includes infilling, redevelopment and conversions. All proposals will need to comply with general policies and design code policies. The Council does not consider that "gated" estates are necessary or appropriate in Guildford Borough.
- 2.18 The Borough Council wishes to strike a balance between the twin objectives of making full use of urban sites and protecting and enhancing the character of urban areas. To assist with this the Council has produced this Supplementary Planning Guidance on Residential Design.
- 2.19 Policy H10 addresses the density and size of dwelling issue.

**POLICY H10:  
NEW RESIDENTIAL DEVELOPMENT**

Residential development should be at a density of between 30 and 50 dwellings per hectare net. Densities above this range will be permitted in locations with good public transport accessibility.

Developments with a density below 30 dwellings per hectare net will not be permitted except where higher density proposals would have an unacceptably detrimental impact on the existing character of the area.

Proposals for residential development should provide a mix of dwelling sizes and types to reflect the needs of those seeking housing in the borough.

In all cases, the proposed development must accord with the criteria contained in relevant policies including G1, G5, H4 & RE3.

- 2.20 The supporting text of policy H10 states that the Council's strategy for providing additional dwellings seeks to accommodate new residential development primarily within existing urban areas and in the village settlements. The principle objective of this strategy is to minimise the development of "greenfield" sites and other open land. For this strategy to be achieved, it is essential that efficient use be made of the limited supply of previously developed urban sites. Policy H10 seeks to ensure that residential development makes efficient use of land and that the dwellings provided match the needs of those seeking homes, as assessed by the Council.
- 2.21 Proposals for lower density development schemes will need to demonstrate that alternative, higher density options have been thoroughly explored and that other planning considerations (including topography, access, highway capacity, context, amenity and impact on Green Belt) clearly outweigh the benefits of higher density development. The emphasis of policy H10 is to ensure the most efficient use of land but this will not be at the expense of the quality of the existing environment. Developments having a density of less than 30 dwellings per hectare may exceptionally be permitted on small sites (less than 0.4 Ha) where the development would otherwise conflict with other Local Plan policies including G1 (General Standards of Development), G5 (Design Code), H4 (Housing in Urban Areas), RE3 (Identified Settlements in Green Belt) and cause unacceptable harm to the existing context or character of an area.
- 2.22 The number of one and two person households has been increasing and this trend is expected to continue. Whilst it is acknowledged that some households choose to occupy large properties, many do not wish to do so, or cannot afford to do so, and require properties more suited to the household size.

- 2.23 At the time of the 1991 Census of Population, there was a significant "mismatch" between the size of dwellings and the size of households. 61% of the Borough's households consisted of 1 or 2 people. 64% of 1-person households occupied 4 or more habitable rooms. 67% of 3 person households occupied 5 or more habitable rooms. The Borough Council's borough-wide Housing Needs Survey in 1999 demonstrated that 81% of households requiring housing wanted 1, 2 or 3 bedroom dwellings. Developers will also be encouraged to consider making provision to meet demand from younger single people for shared accommodation.
- 2.24 Although this mismatch cannot be changed very much by new building, the Borough Council wishes to ensure that new development does not make things even worse by building a higher proportion of larger houses than are really necessary. In considering proposals for new residential development the Council will seek to ensure that the size and type of dwellings provided reflects the identified needs of those seeking housing. In calculating "net" density, the Council will use the definition contained in Annex C of PPG3.
- 2.25 There are specific policies on Conservation Areas, Listed Buildings Locally Listed Buildings and the River Wey and Guildford and Godalming Navigations, which are subject to more detailed consideration. Separate supplementary planning guidance also exists on Residential Extensions, Open Space and Planning Obligations and Infrastructure (which includes social provision, physical infrastructure and amenity).

## Part 3: Achieving Good Design

- 3.1 A key step to achieving good design is to consider context and character. Character is defined by surveying the different features of an area and considering how they combine to give a place a distinctive look and feel. These features include the style and scale of buildings, materials used, layout and ease of movement through a place. There can be both positive and negative features. Maintaining and enhancing the good aspects is important because this creates areas attractive to live in and visit.
- 3.2 The Government publication 'By Design' states that urban design concerns the connections between people and places, movement and urban form, nature and the built fabric, and the processes for ensuring successful villages, towns and cities.

'By Design' summarises the objectives of urban design as:

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

- 3.3 Proposals for new housing should describe what the local context is, on both a broad scale and site-specific scale. It should set out how the housing will maintain and enhance the positive characteristics of the area. It is recommended that this analysis is submitted as part of the Design Statement with the Planning Application.
- 3.4 When analysing local context the aim should be to compliment and draw upon the good characteristics without necessarily copying existing designs or details. New design can play an important part in improving an area. Whilst new design must respond to the surrounding context, both physical and social, it must also provide well designed spaces and places that respond to the way places work, perform and relate to people. Good contemporary and innovative design can also be a way of introducing new characteristics to an area, even if it already has a strong character.



*Guildford Town has a strong urban context and topography.*

### Understanding the Context

- 3.5 All new planning applications for residential development should have an analysis of context either in a design statement or full site survey. This contextual analysis should look at both the overall and site-specific issues; it should not only consider adjacent buildings and spaces but also the general urban or rural setting, and what makes that special. Guildford Town, Ash and Tongham are the principal urban areas in the borough. The remainder of the settlements and villages are scattered throughout the countryside.

- 3.6 The local plan identifies landscapes of exceptional beauty in the Borough. Around half of the Borough is protected by the Surrey Hills Area of Outstanding Natural Beauty (AONB) and Area of Great Landscape Value (AGLV). In addition, the majority of the Borough, except the urban areas, is within the Green Belt. These designations play a major part in protecting the character of the towns and villages within the Borough of Guildford from inappropriate development and also from encroaching on the surrounding countryside.
- 3.7 It is important to consider how new housing relates to countryside character for edge of settlement developments (both urban and rural settlements) and proposals for elevated sites that can be viewed from the countryside. Opportunities to create a screen either by using existing woodland or planting appropriate tree species should be a key consideration. Other factors to take into account are the position of development within the natural landscape and topography, and how it draws on the positive characteristics of existing housing. An understanding of the appropriate densities, layout and use of space for areas of very different character, is also essential for successful design.



*Strong landscaping dominates the buildings in this residential road.*

### Overall Approach

- 3.8 The design should be developed from the context and positive characteristics of the area, to provide high quality development. PPG3: Housing states that new housing development of whatever scale should not be viewed in isolation. The local pattern of streets and spaces, building traditions, materials and ecology should all help determine the character and identity of a development, recognising that new building technologies are capable of delivering acceptable built forms and may be more efficient.
- 3.9 Part 4 of this guide explores the local distinctiveness and character that define the unique quality of the settlements within the Borough of Guildford. Specific guidelines on how to achieve quality design which compliments local character can be found in Part 5. These principles are not prescriptive, but aim to describe adaptable and positive design features, which can be applied whatever the scale, type or tenure of the housing.



*New affordable housing is well juxtaposed with a conversion of a 19th century school building, maintaining local character.*

## Contextual Issues

3.10 The main issues that should be included in a full site survey are listed below, although the list is not exhaustive and will vary from site to site. Many of the contextual issues should also be addressed and included in a design statement. The list builds upon the design code set out in Policy G5 of the Guildford Borough Local Plan.

### Key Contextual Issues

- Hierarchy of spaces.
- Scale of buildings incl. height, width, spacing, floor heights.
- Density of development and amount of open space; plot to dwelling ratio.
- Grain of built form including block size and shape.
- Active frontages.
- Street patterns, widths and uses.
- Established building lines.
- Spatial enclosure.
- Horizon / skyline.
- Age of buildings, historic buildings and features and special considerations such as Conservation Area status.
- Local vernacular.
- Character of country lanes.
- Pedestrian, cycling, public transport linkages and private vehicle accessibility.
- Views into, within and from the site.

- Topography and landscape setting (particularly views from and within Surrey Hills Area of Outstanding Natural Beauty), other distinguishing features, focal points and landmarks such as churches, statues, and mature trees.
- Microclimate, existing ecologically habitats, water features or proximity to rivers and streams, solar gain, light availability
- Wayleaves and easements.
- Other trees, woodland and vegetation.
- Negative features impacting on the character.

### Site Specific Issues

3.11 For each proposed development site it is important to consider site-specific issues and features, in addition to the local context. These should be surveyed on site, included in a design statement and used to inform appropriate design features for the proposed development. The study should generally be more extensive and detailed for larger and more complex proposals (10 or more dwellings) or proposals for sensitive sites requiring a full site survey.



*Houses in Wodeland Avenue have a regularity of design, materials, spacing and boundary features.*

**Site Specific Features**

- Relationship of buildings to the street.
- Vertical and horizontal rhythm.
- Treatment of corners.
- Building materials, colours and textures.
- Window, door, roof and chimney details including size and numbers.
- Boundary details and parking arrangements.

## Part 4: Local Distinctiveness and Character

- 4.1 Before the construction of the railway in the mid 19th Century Guildford was a fairly compact market town serving villages, including Ash, scattered throughout the surrounding countryside. The coming of the railway, however, saw large-scale house building and the first significant residential expansion of Guildford and Ash.
- 4.2 Subsequent periods of development throughout the 19th and 20th Century have created areas of housing which have their own distinctive character. In the past this distinctiveness has derived from the local building types, materials and skills and the indigenous plants and trees of an area. In modern-day Guildford these traditions continue, but local distinctiveness can also be achieved and enhanced by sympathetic use of contemporary design, materials and landscaping.
- 4.3 The following pages identify the key character types of residential areas in the Borough. Many have a historic character and contain listed buildings, locally listed buildings and others of historic interest. Some are also within Conservation Areas where Conservation Appraisals have been adopted by the Council. The incremental impact of development on the character of an area must be evaluated to ensure that it is not detrimental. Similarly it is essential to ensure that new development is of a high quality and enhances the local character and does not perpetuate poor design.
- 4.4 The residential character types highlight the built form and local characteristics, development pressures and specific design considerations that must be applied when assessing new development across the borough. It is emphasised that these are key character types and that some may be

applicable to both urban and rural residential areas. All residential areas within the borough should have similarities with one of the Character Types outlined. The intention is not to identify large areas as having a particular character as the grain of Guildford is too varied and can change between adjacent streets.

- 4.5 The character types are designed to assist in analysing the existing context and character of an area; they are not intended to inhibit a creative and innovative approach to new residential development in these areas. Well-designed high quality development can positively enhance historical forms without replicating historical architectural styles.
- 4.6 Character Area maps of Guildford urban area and Ash and Tongham urban area are attached as Appendix B. These maps show the predominant character of areas although small pockets of different character may be found within these areas. Case studies are included under Part 6 to provide further guidance.

### Key Character types

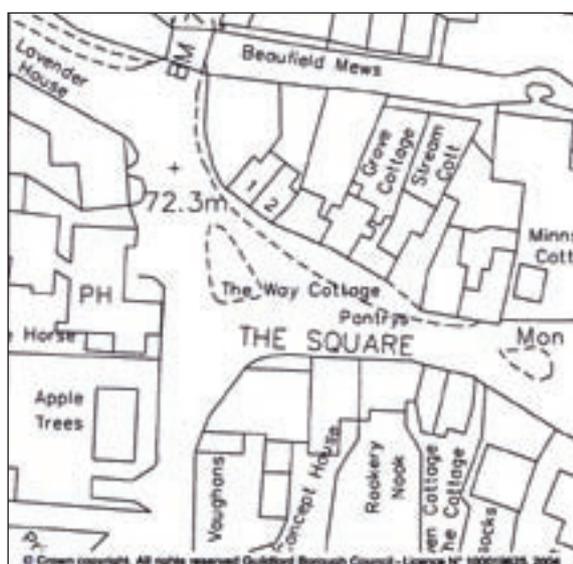
- 1 Outlying villages.
- 2 Guildford Town Centre:
  - Historic Core.
  - Town Centre Edge.
  - East Edge of Town centre.
- 3 Loose knit late 19th and early 20th Century suburban housing.
- 4 Semi-detached and terraced late 19th and early 20th Century housing.
- 5 Early to Mid 20th Century suburban housing.
- 6 Mid 20th Century suburban areas.
- 7 Late 20th Century areas.

## Main Corridors

- 4.7 Guildford's river setting, navigation system and location on the main coaching route from London to Portsmouth created a river town with established access routes which retain their visual importance today. Many residential areas abut the main road corridors leading into Guildford Town Centre. These approaches contribute to the character of the area, and include London Road, Epsom Road, Shalford Road, Portsmouth Road, Farnham Road, Aldershot Road, Worplesdon Road and Woking Road. Their attractiveness should be maintained and enhanced and not compromised by the incremental effects of over-development. Where they exist, the mature trees and hedgerows that contribute to this local identity should be maintained and reinforced. Similar principles should apply to the main approaches leading to the Ash urban area.

## Character Type 1: Villages

- 4.8 The Borough of Guildford is rich in attractive villages set in the Surrey countryside, each with its own distinctive character.
- 4.9 Some villages like Ripley and East Horsley have local shopping centres and have retained local facilities. Others are now primarily residential with a minimum of services. All are located in the Green Belt and many lie within sensitive landscapes, including the Surrey Hills Area of Outstanding Natural Beauty (AONB) and/or areas designated as Area's of Great Landscape Value (AGLV).
- 4.10 Most core areas of the villages are designated as Conservation Areas and have separate planning policies to preserve and enhance their distinct local character. They have a variety of characteristics and layouts from linear to compact, but generally exhibit tighter knit built forms around the historic core with looser knit developments on the periphery.



Plan showing the typical layout and density found in village centres. scale 1:1250

- 4.11 The villages vary in size from the smaller compact settlements such as Shere to those at a larger scale such as East Horsley. Buildings have made use of local building materials found within the landscape. In the North Downs there are scattered flint wall farmhouses and orange-red wealden brick houses. To the south of the Borough locally quarried bargate stone and sandstone houses are typical, with tile hanging, galleting and elaborate chimneys.
- 4.12 Outside the Conservation Areas many of the villages still retain a strong identity and relate well to the landscape. The distinctive local characteristics and landscape settings must be respected in new development proposals. Views of the villages from the surrounding countryside require particular respect.
- 4.13 Protecting the Borough's historic villages from inappropriate development is a key aim. The many similarities between the villages in terms of development patterns, pressures and possible design solutions provide an effective guide to encourage appropriate residential development.



Shere village core has a compact form also characterised by buildings tight up to the back edge of the footpath.

## Local Character and Context

4.14 Villages each have their own distinct character and context that must be identified and recognised in residential development proposals, including:

- Historic core - often of Medieval origin focussed on the church and main street;
- Use of local building materials, styles and traditions;
- Historic street pattern and plots;
- Later expansion - for example Victorian / Edwardian cottages and villas, 1930s - 1950s semi-detached houses and bungalows, late 20th Century infill and smaller estate development;
- Building lines vary, but often with buildings and / or walls set tight up to back edge of roads or footpaths particularly in village core;
- Consistent style and materials of boundaries and walls;
- Open spaces - including village greens, gardens and informal spaces such as road verges and common land;
- Mature trees and planting contributing to the character of the area;
- Facilities such as churches, village halls, shops, public houses and public transport facilities (rail stations, bus stops etc);
- Narrow country lanes - limit traffic and on-street parking capacity;
- Village edge - importance of openness, views and visual impact from both within and outside, recognising the hilly topography of parts of the Borough.

## Current Issues and Concerns

- Continuing pressure for new development, including plot subdivision and infill, impacting on village character and infrastructure.
- Ensuring that the scale and appearance of replacement development respects local character.
- Visual impact on the surrounding countryside, including public views.
- Traffic congestion and pressure for parking harmful to character.
- Highway requirements resulting in over-dominant road layouts insensitive to local character.
- Loss of character resulting from introduction of insensitive street lighting, furniture, kerbs etc. as part of new development.
- Poorly designed extensions and permitted development, which incrementally erode character.

## Design Checklist

### Previous development:

Consider recent development of the area of both good and poor design, and identify why they either contribute to or detract from local distinctiveness.

### Historic character:

Respect historic character and features including street layout and widths, plot boundaries, building lines, proximity to listed and locally listed and distinctive buildings, spaces between buildings and adjoining building heights.

### Forms, materials and details:

Identify and respect local building forms, heights, materials and detailing.

**Traffic and parking:**

Address the visual and physical impact of traffic and parking on local character. Minimise intrusive parking provision and locate to rear of buildings, restricting on-street parking and designing out possibility for conversion of front gardens to forecourts.

**Open space:**

Orientate development to respect and address existing open space.

**Landscape features:**

Incorporate and enhance existing landscape features such as mature trees, hedges and informal areas of grass verge.

**Rural character:**

Development close to or on the edge of the village must respect the rural character and minimise its visual impact on and public views from the surrounding landscape.

**Some of Guildford's villages showing various groupings of buildings**



*Compton*



*Albury*



*Puttenham*



*Shalford*



*Pirbright*



*Peaslake*

## Character Type 2: Guildford Town Centre

- 4.15 Guildford has a thriving town centre containing a diverse mix of uses, including residential.
- 4.16 In this area residential uses vary from blocks of flats to terraces, semi-detached and detached villas set within narrow plots. In addition there is residential accommodation sited above some of the town centre car parks, shops and elsewhere.
- 4.17 New residential development will inevitably take a variety of forms in this location, but must have full regard to the character of the immediate surroundings and context.
- 4.18 The distinctive topography of Guildford is a major contributor to its character, with steep hills rising from the river providing established views across the town.
- 4.19 Much of the town centre has conservation area status and contains a high number of historic and listed buildings. There are specific planning policies to ensure the preservation and enhancement of these areas.
- 4.20 NB: this document defines Guildford Town Centre as the area on the Local Plan Proposals Map Inset 3 within the Parking Boundary line.

### Local Character and Context

- 4.21 The diverse nature and character of the town centre provides an opportunity for an imaginative approach using where appropriate, contemporary design solutions.
- 4.22 It is essential when designing development to clearly define and analyse the built context of the immediate locality, including the following:

#### 4.23 Historic core:

The area between Castle Street and North Street characterised by:

- predominantly commercial uses;
- grid pattern medieval street layout;
- steeply sloping streets and important long and short distance views;
- long narrow plots;
- historic buildings;
- buildings tight up against street frontages.



*Guildford Town's historic core.*

#### 4.24 Town Centre Edge:

Predominantly Victorian and Edwardian housing types within walking distance of the High Street, such as Oxford Terrace, Martyr Road, Wodeland Avenue, Denzil Road and Sandfield Terrace, characterised by:

- clearly defined building lines;
- straight rows of housing;
- generally two storey, often with basements;
- typically red brick, slate or clay tiled pitched roofs;
- narrow plots;
- small gaps between detached, semi-detached and terraced properties;

- buildings sited tight to the back edge of the footway or with small, walled front gardens;
- low level of greenery;
- traditionally medium/high density housing with limited off-street parking.



*Victorian housing in Denzil Road.*

- established public views both within and from outside the area;
- traditionally medium density with some off-street parking although examples of flatted development exist including conversions of existing buildings.



*Large houses in Waterden Road.*

#### 4.25 East Edge of Town Centre:

An area of larger detached houses and villas set in large plots such as Epsom Road and Waterden Road (designated as a conservation area) characterised by:

- buildings set back from road frontage;
- large front and rear gardens;
- predominantly detached and semi-detached houses and villas;
- medium sized plots;
- modest gaps between buildings;
- typically two and three storey, some with basements;
- red and cream brick or painted smooth render with slate and clay tiled roofs;
- decorative architectural features including bargeboards, brick banding and terracotta;
- high level of greenery including mature trees;

#### Current Issues and Concerns

- Continuing pressure for redevelopment at high densities, usually flats, with subsequent visual and traffic implications.
- Ensuring that the scale and appearance of new development, including building heights, is in context.
- Ensuring views of the town centre and Guildford's landmarks (e.g. the Castle, Cathedral and River Wey) are respected.
- Ensuring that development respects existing building lines and street patterns.
- Discordant effect of new development when inappropriate materials, details and colour finishes are used.
- Increased demand for on-street and forecourt parking, including from flat conversions, impacting on the character of the area.

## Design Checklist

### Previous development:

Consider recent development of the area of both good and poor design, and identify why they either contribute to or detract from local distinctiveness.

### Historic Character:

Respect historic character and features including street layout and widths, plot boundaries, building lines, spaces between buildings and adjoining building heights.

### Views:

Safeguard important public views or create new ones whilst respecting or adding new local landmarks.

### Height & Appearance:

Building heights and appearance to be in harmony with the locality.

### Forms, materials and details:

Identify and respect local building forms, materials and detailing. Windows and building proportions such as floor heights and roof pitches should reflect locally distinct detail.

### Traffic and parking:

Address the visual and physical impact of traffic and parking on local character. Minimise intrusive parking provision and locate to rear of buildings, restricting on-street parking and designing out possibility for conversion of front gardens to forecourts.

### Open space:

On larger developments seek an element of open space within the site (please see Guildford Borough Local Plan 2003 policies R2 and R3).

### Landscape features:

Identify and retain where possible existing landscape features including mature trees and hedges.

### River Setting:

Development in proximity to the river should fully respect and enhance its setting and views.

### Contemporary Design:

Consider contemporary design solutions using locally distinctive features or characteristics to complement existing context.

### Character Type 3: Loose-knit late 19th and early 20th Century housing

- 4.26 Guildford Borough contains examples of loose-knit housing, with much from the Victorian and Edwardian periods. These are located primarily within urban and suburban areas such as the Cranley Road, Horseshoe Lane, Warwicks Bench and Guildown Road areas in Guildford and in the larger village settlements such as East Horsley.
- 4.27 Such areas mainly consist of larger detached houses within large gardens, where the landscaping, mature trees and spaciousness contribute to the local character and 'sense of place'.



Plan showing loose-knit development.

Scale 1: 2500

### Local Character and Context

- 4.28 These areas display distinct characteristics as follows:

- generally larger detached houses with common elements of design and form;
- established views both within and from outside the area;
- various architectural styles and detailing much of which is typical of the Victorian and Edwardian periods;
- typically brick or render finish with clay tiled or slated pitched roofs, some with tile hanging;
- high levels of trees and greenery;
- set in large mature gardens with well defined landscape features including mature trees;
- deep front gardens, large gaps between buildings and larger rear gardens;
- consistent regular building lines and boundary treatments (walls, hedges etc);
- traditional street alignments;
- roads often tree-lined with grass verges;
- off-street parking provision.



A sensitive extension to an existing historic building in Guildford.



*A large house in a large garden at Maori Road, Guildford.*



*Cranley Road, Guildford.*



*Horseshoe Lane, Ash.*

### Current Issues and Concerns

- Pressure for redevelopment including intensification of use and loss of original building.
- Ensuring that the scale and appearance of new development, including building heights, is in context.
- Ensuring that new development respects existing building lines, roofscapes and street patterns and uses similar or sympathetic materials.
- Backland development, which threatens local character and residential amenities.
- Incremental damage to area character from cumulative effects of development.
- Subdivision of plots resulting in loss of space between buildings.
- Loss of existing landscaping including mature trees and boundary planting.
- Oversized replacement dwellings or redevelopment for flats resulting in over development and visually dominant parking and garages to the front of buildings, contrary to local character.
- Scale, form and design of replacement development often inappropriate with unbalanced building to plot ratio.
- Increased demand for on-street and forecourt parking impacting on the character of the area.

## Design Checklist

### Previous development:

Consider recent development of the area of both good and poor design, and identify why they either contribute to or detract from local distinctiveness.

### Existing buildings:

Developers should consider the possible conversion or extension of existing houses of character, in particular Victorian and Edwardian houses.

### Historic character:

Respect historic character and features including street layout and widths, plot boundaries, building lines, spaces between buildings and adjoining building heights.

### Scale, form, bulk and height:

Scale, form, bulk and height of development must respect existing character, ensuring the extent of built form does not dominate the plot, neighbouring property or the street scene.

### Forms, materials and details:

Identify and respect local building forms, materials and detailing. Windows and building proportions such as floor heights and roof pitches should reflect local distinctiveness.

### Spaces between buildings:

Characteristic gaps between buildings must be respected together with amenities of adjoining properties.

### Landscape structure:

New development must be designed to maintain the impression of large front and rear gardens, retaining substantial areas of existing landscape structure and features.

### Traffic and parking:

Address the visual and physical impact of traffic and parking on local character. Parking and hard surfacing associated with new development must be designed to minimise its visual impact. Large areas of hard surfacing, particularly between the

new development and the road, should be avoided. Appropriate surface materials should be used, such as soft gravel or brick/stone pavements. Where flats are proposed consideration should be given to basement parking.

### Contemporary design:

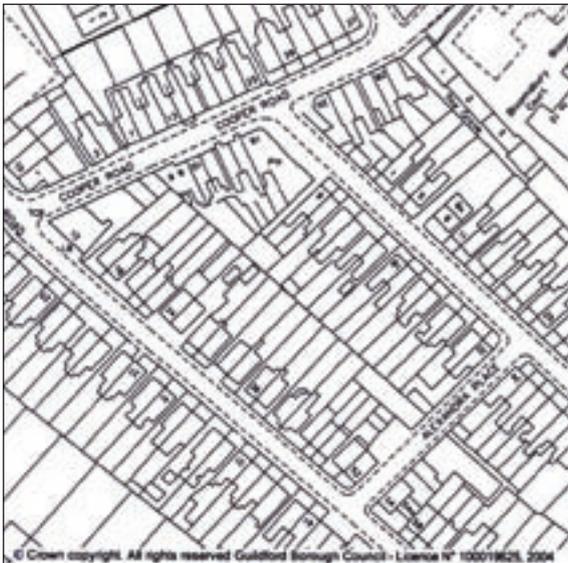
Consider contemporary design solutions using locally distinctive features or characteristics to complement existing context.

### Boundary treatment:

Where consistent boundaries exist, including walling and hedges, they should be retained and enhanced, respecting the established character.

### Character Type 4: Terraced and semi detached late C19 and early C20 housing

- 4.29 Housing of this type is found across the Borough but predominantly in Guildford. Examples include Charlottesvile, (designated as a Conservation Area), parts of Stoughton, the Drummond Road area and pockets throughout Ash and Tongham.
- 4.30 These areas consist of terraced and semi-detached houses on narrow plots generally with small front gardens and limited off-street parking. They vary in layout. Some are found in small informal groupings, others are located on linear streets whilst others curve to accommodate the topography of the area. Many are in elevated positions with important established public views. They all combine to create a distinct local character.



Plan showing the typical layout and density of late 19th and early 20th century housing. Scale 1: 2000

### Local Character and Context

4.31 These areas display characteristics as follows:

- generally terraced and semi-detached houses with common elements of design and form;
- generally two storey, some with basements, with architectural features, including bay windows, decorative detailing and proportions typical of the period;
- established public views from both within and outside the area;
- typically brick with clay tiled or slated pitched roofs;
- set close to back edge of footpath or with small front gardens and narrow (often long) back gardens;
- small gaps between buildings;
- consistent building lines and boundary treatments (walls, hedges etc);
- no or limited off-street parking provision.



Cooper Road in Charlottesvile illustrates typical characteristics of late 19th and early 20th century housing.

### Current issues

- Back gardens acquired for development creating back-land issues.
- Demolition of existing houses to gain access to land at rear, which interrupts the pattern of development.
- Removal of front boundary walls to provide forecourt parking.

On-street parking problems.

### Design Checklist

#### Previous development:

Consider recent development of the area of both good and poor design, and identify why they either contribute to or detract from local distinctiveness.

#### Scale, form and height:

Scale, form and height of development must respect existing character.

#### Imaginative design solutions:

Backland development must reflect local distinctiveness using imaginative design solutions. The amenities of adjoining occupiers must be respected through careful siting of buildings, location of windows and parking areas.

#### Forms, materials and details:

Identify and respect local building forms, materials and detailing. Windows and building proportions such as floor heights and roof pitches should reflect local distinctiveness.

#### Traffic and parking:

Address the visual and physical impact of traffic and parking on local character.

#### Contemporary design:

Consider contemporary design solutions using locally distinctive features or characteristics to complement existing context.

#### Boundary treatments:

Where consistent boundaries exist they should be retained and enhanced.



*Semi-detached housing in Addison Road.*



*Affordable housing in Stoke Road respects local character.*

## Character Type 5: Early to Mid 20th Century Suburban Housing

- 4.32 Across Guildford Borough there are examples of suburban roads developed in the early part of the 20th Century. Examples of such housing are found in Merrow, Shalford, Christchurch, Holy Trinity and Stoke.
- 4.33 Some of these areas adjoin open spaces or the countryside including Merrow Downs, Pewley Downs, Shalford Meadows, Stoke Park and the River Wey. Much of the land was sold off in separate plots and individually designed dwellings were built. Many of the houses are detached houses, some with substantial garden areas and high levels of greenery.



Plan showing the typical layout and density of early to mid 20th century suburban housing. Scale 1: 3000

### Local Character and Context

4.34 These areas display general characteristics as follows:

- substantial detached or occasionally substantial semi-detached houses with spaces between the buildings;
- typically brick or render finish with clay tiles for roofing and some tile hanging;
- various architectural styles and detailing;
- comparatively long rear gardens with mature trees;
- roads often tree-lined with grass verges;
- off-road parking provision;

### Current Issues and Concerns

- Backland development often requiring the demolition of existing dwellings.
- Cumulative damage to area character from incremental effects of development.
- Inadequate off-street parking provision leading to front gardens being converted for parking or on-street parking.
- Ensure scale and appearance of proposed redevelopment is in keeping with local context.

### Design Checklist

#### Previous development:

Consider recent development of the area of both good and poor design, and identify why they either contribute to or detract from local distinctiveness.

#### Character:

Respect local character and features including street layout and widths, plot boundaries, building lines, proximity to listed and locally listed and distinctive buildings and open spaces, spaces between buildings and adjoining building heights.

**Scale, form bulk and height:**

Scale, form bulk and height of development must respect existing established character of the area, ensuring that the building does not dominate the plot, neighbouring property or the street scene.

**Residents amenities:**

Ensure that the amenities of adjoining and future occupiers are respected through careful siting of buildings and location of windows and parking areas.

**Forms, materials and details:**

Identify and respect local building styles, materials and detailing.

**Boundary Treatment:**

Where consistent boundaries exist, including walling and hedges, they should be retained and enhanced, to respect the established character.

**Traffic and parking:**

Address the visual and physical impact of traffic and parking on local character. Minimise the visual impact of parking and hard surfacing associated with new development. Large areas of hard surfacing to the front of developments should be avoided. Appropriate surface materials should be used for parking and hard surfacing, such as soft gravel or brick / stone pavements. Where flats are proposed consider basement parking.

**Contemporary design:**

Consider contemporary design solutions using locally distinctive features or characteristics to complement existing context.

**Imaginative design solutions:**

Any proposals, including back-land development, must reflect local distinctiveness using imaginative design solutions.

**Open Space:**

Orientate development to respect and address existing open space.

**Landscape features:**

Incorporate existing landscape feature such as mature trees, hedges, grass verges and banks where possible. Boundary trees and hedges should be retained where the site borders an Area of Outstanding Natural Beauty.

**Views and Vistas:**

Ensure that public views and vistas along roads and towards open countryside are not compromised by the reduction of spaces between buildings.



*Early to mid 20th century housing.*



*Substantial semi-detached houses.*

## Character Type 6: Mid 20th Century Suburban Areas

- 4.35 These extensive areas of housing possess similar characteristics for both public and private housing types.
- 4.36 They include a variety of house types, including detached, semi-detached and terraced but have a uniformity of design treatment that creates local distinctiveness. Examples in the Borough include the Stoughton and Mellow areas and parts of the larger outlying villages such as Effingham and Ripley.
- 4.37 The traditional layout of these suburbs was established in the 1930s and used consistently throughout the 1960s.



Plan showing the typical layout and density of mid 20th century suburban housing. Scale 1: 2500



Dorset Road, Ash.

### Local Character and Context

4.38 These areas display general characteristics as follows:

- Newer housing is consistent with the traditional design but lacks the structural planting and provides considerably more parking space.
- Street by street architectural style is consistent.
- Imported materials have been increasingly used.
- Building lines are generally continuous with some areas seeing little variation in housing types within the streets.
- Privet boundary hedges and trees along the highway or on small roundabouts are regular features.
- Roads are often wide, sometimes with grass verges or avenues of trees.

### Current Issues and Concerns

- Acquisition of back gardens and subsequent proposals for back-land development.
- Side-extensions that may create a terraced effect, discordant elevation or roofline (see GBC Supplementary Planning Guidance on Residential Extensions).
- Inadequate off-street parking provision leading to front gardens being converted for parking.
- Poorly designed and located parking and garage courts.



A development from the 1960's which illustrates an imaginative layout at Devonbank.

## Design Checklist

### Previous development:

Consider recent development of the area of both good and poor design, and identify why they either contribute to or detract from local distinctiveness.

### Scale, form and height:

Scale, form and height of development must respect existing character.

### Imaginative design solutions:

Any proposals, including back-land development must reflect local distinctiveness using imaginative design solutions.

### Building lines:

Building lines should be respected, particularly where they are regular.

### Residents amenities:

Ensure that the amenities of adjoining and future occupiers are respected through careful siting of buildings and location of windows and parking areas.

### Forms, materials and details:

Identify the quality of local building styles, materials and detailing. Where distinctive seek to retain such characteristics in new development.

### Boundaries:

Where consistent boundaries exist, including walling and hedges, they should be retained and enhanced, respecting their established character.

### Traffic and parking:

Address the visual and physical impact of traffic and parking on local character. New infill development should not provide parking or front garaging which dominates the street frontage.

### Contemporary design:

Consider contemporary design solutions using locally distinctive features or characteristics to complement existing context.

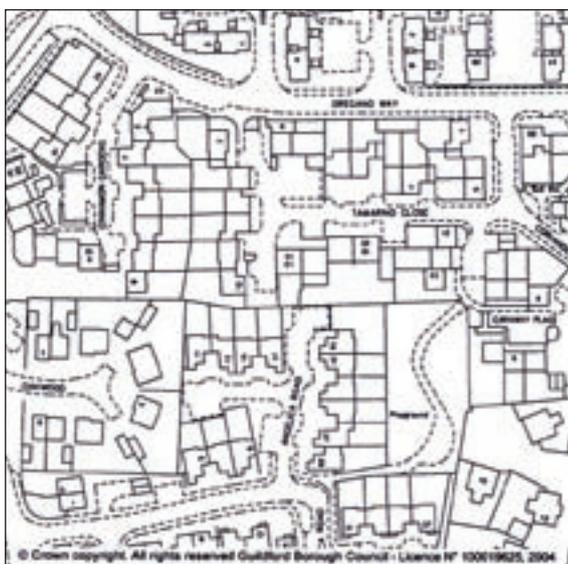
## Character Type 7: Late 20th Century Areas

4.39 Whilst the late 20th century residential development includes different building styles there are similarities and common themes running through these developments. The most prevalent theme is the approach to highway and road layout that has heavily influenced the layout of residential development.

4.40 Cul-de-sac layouts were commonly introduced in the 1970's with more focus on open plan design and orientation. Parking and garage blocks were often located away from the housing. A number of estates have vehicle and pedestrian separation and backs of houses facing the street.

4.41 Residential development in the 1980's often lacked an overall identity with the use of standard building designs and inappropriate detailing and materials. Development tends to be based around over engineered layouts roads and parking dominating the street scene.

4.42 1990's development tends to be higher density and utilises sites within existing built-up areas. Generally more recent development has had more regard for local context and character, with more imaginative design solutions including reduction of the visual impact of traffic and parking.



Plan showing the typical layout and density of late 20th century housing. Scale 1: 2500

## Local Character and Context

4.43 Features commonly found in later 20th Century development include:

- Varied building lines and pattern of development arranged around the road layout;
- Over-large houses in relation to plot sizes;
- Buildings tight to side boundaries with small gaps. Garden areas are often irregular in shape and size;
- Garages often attached or integral to dwelling and hardstanding for parking located to front of property;
- Grassed areas to front of dwellings;
- "Imported" materials and detailing which is uncharacteristic of Guildford.

## Current Issues and Concerns

- Housing layouts often do not relate to local pattern of development.
- Materials and finishes often inappropriate to locality with no singular design style.
- Inadequate off-street parking provision leading to front gardens being converted for parking.
- Stand alone dominant garage blocks.
- Conversion of internal garages to rooms creating parking problems.
- Poor public transport accessibility and pedestrian permeability.
- Gated developments that are impermeable and result in a lack of integration with the surrounding area.
- Limited natural surveillance where side and rear plot boundaries adjoin the street.

## Design Checklist

### Previous development:

Consider recent development of the area of both good and poor design, and identify why they either contribute to or detract from local distinctiveness.

### Scale, form and height:

Scale, form and height of development must respect existing established character and context of an area.

### Innovative design solutions:

Imaginative and contemporary design solutions need to reflect local distinctiveness. The amenities of adjoining occupiers must be respected through careful siting of buildings, location of windows and parking areas.

### Forms, materials and details:

Identify and respect local building forms, materials and detailing. Windows and building proportions such as floor heights and roof pitches should reflect local distinctiveness.

### Traffic and parking:

Address the visual and physical impact of traffic and parking on local character.

### Boundary treatments:

Where consistent boundaries exist they should be retained and enhanced, respecting the established character. There should be a clear distinction between public and private space.



*Riverside in Quarry Street achieves a high-density development within a confined site. The window detailing and variable roofline combines contemporary design with traditional features and materials.*



*Unified design enhanced by strong structural planting which dominates the scheme and reduces the visual impact of the road and parking.*

## Part 5: Planning and Design Principles

- 5.1 This chapter outlines planning and design principles for new residential development within the Borough of Guildford. The general guidance builds upon existing Local Plan policies. The design guidance has been set within the context of the Borough's Policy G5 Design Code that formally defines the parameters for acceptable development.
- 5.2 Government Guidance, Surrey Design Guide and Local Plan policies all place particular importance on sustainable development which requires a balance between environmental, economic and social issues and the creation of in-built vitality. The following general planning considerations promote sustainable communities.

### General Considerations

#### Density

- 5.3 Increasing residential density is a key aim of current government planning policy to ensure that long-term housing needs are met within the parameters of the most efficient use of land. Increasing densities is also an important tool to enable the Council to meet its housing supply targets, which are currently set by Surrey County Council.
- 5.4 Planning Policy Guidance Note 3: Housing (PPG3) states that local planning authorities should avoid development which makes inefficient use of land (less than 30 dwellings per hectare), encourage housing development between 30 and 50 dwellings per hectare and seek greater intensity of development at places with good public transport accessibility such as city, town, district and local centres or around major nodes along good quality public transport corridors.
- 5.5 Policy H10 of the Local Plan states that "new residential development should be at a density of between 30 to 50 dwellings per hectare net. Densities above this range will be permitted in locations with good public transport accessibility". However the benefits of higher density development must not be at the expense of the quality of the existing environment; in some cases there will be exceptional circumstances to justify lower density development on sites under 0.4 hectares. The main consideration is to make the best use of previously developed land with a development that is appropriate to the context and character of the area.
- 5.6 Accessibility to local facilities and public transport should be a consideration when looking at suitable sites for more intense residential development.
- 5.7 The Council will take into account all issues that affect accessibility when assessing development proposals, such as access to public transport services, topography and availability of pedestrian routes. As a general guide within Guildford town, sites with good accessibility are seen as those within easy walking distance (up to 800 metres) of the Town Centre as recommended in the Government publication 'Planning for Sustainable Development: Towards Better Practice' 1998. For the purposes of this document the Town Centre will be defined as the Primary Shopping Frontage on the High Street as identified by policy S4 of the Local Plan 2003 and shown on the Local Plan Proposals Map Inset 3. However, this is not intended to be definitive and each proposal will be assessed on its own merits including the design and local context.
- 5.8 PPG3 states that higher densities can be achieved at district and local centres as well as town centres. Many of these areas will have access to local shops, employment, leisure facilities and schools and will be a good source of sites for housing.

5.9 Major nodes are considered to be places where several transport routes terminate, meet or cross and the term can include train, tram or bus station. Good quality public transport corridors will clearly depend on many factors including the speed, frequency, affordability and reliability of the services themselves, the quality and convenience of access to them and related travel information and facilities. For the purpose of this document a good bus service is defined as one with a 20-minute frequency in peak traffic hours.

**Recent flatted schemes in Guildford in a variety of architectural styles.**



*Flats at Queen Elizabeth Park designed to give the external appearance of a large house.*



*A significant corner development which contributes to local character at Send.*



*New flats of contemporary design at Queen Elizabeth Park.*



*New development which reflects local identity at East Horsley.*

### Applying the Principles in the Borough of Guildford

- 5.10 There is scope to increase residential densities and at the same time improve the environmental quality of new residential development within the Borough of Guildford. This can be achieved through a design-led approach which responds to the surrounding character of the site and the needs of existing and future residents. A range of appropriate densities will be required to optimise the housing potential of sites with good accessibility to public transport and facilities but at the same time to respect the various characters of different areas.
- 5.11 The key criteria for determining densities for new residential development within the Borough should be:
- Making the most efficient use of previously developed land;
  - Proximity to public transport and local services and facilities;
  - Local plan policies for affordable housing;
  - The context and character of surrounding area;
  - The capacity of existing and potential infrastructure to absorb further development;
  - The physical and environmental constraints on development including flood risk, topography, access, impact on the Green Belt and AONB and other land use designations.
- 5.12 But whatever the scale of the dwelling or form of development, maximising use of land and creating a sense of space is likely to be achieved through a balance between:
- Efficiently planned internal spaces;
  - Maximising daylight penetration;
  - Creating outdoor space in the form of balconies, terraces, gardens, street spaces, open space or local parks.
- 5.13 In the town centre, higher densities can be achieved with a mix of terraced houses, townhouses and apartments, subject to good access to public transport and facilities, a strong built context and a high quality of design. Carefully designed higher densities and mixed-use development close to the town centre will both support and benefit the local area by the associated activity. Building at higher densities has many advantages such as supporting a range of local services. Some of the most popular areas to live traditionally have higher-density housing.
- 5.14 On some suburban sites high densities can be achieved with a mix of terraced, semi-detached houses with gardens and a limited number of 1-2 bedroom apartments. However, it is acknowledged that high densities may not be appropriate on all sites. Suburban areas include inter-war roads and estates, comprising detached and semi-detached houses with comparatively long back gardens. These are increasingly under pressure for backland development. It is important that any development is sensitively designed to harmonise with the locality and minimise the impact on neighbouring properties. This is illustrated further in the Case Studies in Part 6.
- 5.15 Within existing settlements poorly served by public transport and not accessible to local facilities, higher densities of development will generally not be appropriate. Many of the outlying villages and low density roads and estates on the edge of Guildford fall within this category. These locations are also often constrained by their proximity to, or location within, the Green Belt and the North Downs Area of Outstanding Natural Beauty where more restrictive planning policies apply (Planning Policy Guidance Note 2 and Policies RE2, RE3 and RE5 of the Guildford Borough Local Plan).

In these areas higher density development could have an adverse effect upon the existing character, which is often dominated by a strong landscape setting, or on the 'openness' of the Green Belt. It is important that buildings continue to be sufficiently widely spaced to allow the established landscape and pattern of development to dominate.

- 5.16 Development within identified settlements can, however meet the objectives of PPG3 in a number of ways.

These include:

- Infill development such as cottage style terraced and semi-detached houses within village centres or low-density estates, illustrated further in the Case Studies in Part 6.
- Buildings designed to look like one dwelling can provide more units, a proportion of which should include much-needed one and two bed dwellings. The size, height and footprints of the units can be minimised to reduce the overall bulk of the resultant building, and use of basements can further contribute to such reduction.
- Well designed development can ensure good standards of useable space around and between buildings, minimise impact on neighbours amenities and retain mature trees and the character associated with lower density areas.
- Efficient provision of space for vehicle movement and car parking.

### Calculating Density

- 5.17 For housing development, net density, which includes only areas directly associated with the housing, should be calculated, rather than gross density, which includes all uses.
- 5.18 This means that areas such as access roads within the site, private garden space, car parking areas, incidental open space, landscape and children's play areas should be included in the calculation, but major distributor roads, primary schools, open spaces serving a wider area and significant landscape buffer strips should not.

Density is calculated by dividing the number of dwellings by the site area (in hectares), which equals dwellings per hectare (dph).

### Housing tenure, type and size

- 5.19 New housing developments will be expected to secure a wide social mix and balance of different types of households including a range of housing types and sizes. This encourages mixed and balanced communities.
- 5.20 Policy H10 of the Guildford Borough Local Plan 2003 states that proposals for residential development should provide a mix of dwelling sizes and types to reflect the needs of those seeking housing in the Borough. Whilst there is a high demand for all types and tenures of housing the Guildford Borough Supply and Demand analysis 2003 highlights a particular shortage of 1 and 2 bedroom houses and flats.
- 5.21 Accessible and flexible buildings that allow for ease of conversion between live and work uses or to accommodate changes in mobility and circumstances are most sustainable and will be encouraged.

### Affordable and special needs housing

- 5.22 The approach to the design of affordable housing has changed substantially over the past few years, particularly within Guildford. In larger scale developments affordable housing should be integrated throughout a development and should not be identifiable through design, location or segregation. Policy H11 of the Guildford Borough Local Plan 2003 sets out the criteria for affordable housing provision.
- 5.23 A similar approach must be adopted for special needs housing with the design of the units allowing for accessibility both in terms of the dwelling and the proximity to local services and public transport.



*Affordable housing at Barnes Wallis Close, Effingham.*



*Affordable housing at Queen Elizabeth Park, carefully designed to visually integrate with the overall design of the development.*

### Amenity and Privacy

- 5.24 It is important to retain the privacy and amenity of adjoining properties as well as those of new residents.

Solutions can include:

- Buildings positioned to create oblique views across the street;
- When dealing with sloping sites having full regard in the design to the impact on the amenities and privacy of existing residents;
- Rooms requiring less privacy facing the street, with bedrooms located towards the private parts of the site;
- The careful positioning of windows to enable dwellings to be set closer together;
- Walls, hedges and trees providing screening within private rear gardens to limit overlooking from adjacent dwellings;
- The inclusion of small front gardens and the treatment of street frontages.



*New housing at Sydenham Road which includes small front gardens to increase residents sense of privacy.*

## Designing Out Crime

5.25 To deter criminal and anti-social behaviour, developments should promote natural surveillance and create a sense of ownership for every part of the site. Features should include the provision of an active street frontage; secure vehicle parking and adequate lighting of common areas; instilling a sense of responsibility for the local environment; controlling of access to individual and common curtilage; the provision of defensible space, and the design of a landscape scheme that enhances natural surveillance and safety.

5.26 To reduce crime, the following issues should be addressed:

- **Access and Movement:**

An integrated network of well defined streets, routes and entrances that provide for convenient movement without compromising security.

- **Structure:**

Places that are structured so that different uses do not cause conflict. Buildings should front on to the public realm and the side and rear boundaries should not adjoin open spaces. Parking should be in secure private courtyards or located in visible overlooked locations.

- **Surveillance:**

It is easier for offenders to commit crime if they cannot be seen. Publicly accessible spaces should be overlooked.

- **Ownership:**

Places that promote a sense of ownership, respect, territorial responsibility and community. Planting should not be too high or dense.

- **Physical protection:**

Places that include necessary, well designed security features.

- **Activity:**

Places where the level of human activity is appropriate to the location and creates a reduced risk of crime and a sense of safety at all times. A mix of uses and versatile spaces will add vitality to an area at different times of the day.

- **Management and maintenance:**

Places that are designed with management and maintenance in mind, to discourage crime in the present and future.

Further information can be found in the ODPM and Home Office publication 'Safer Places: The Planning System and Crime Prevention' 2004.

## Energy conservation

5.27 Terraced housing and flats are the most energy efficient form of residential development.

5.28 Energy efficient designs can be achieved for a number of building elements including:

- Orientation and position of building;
- Design of windows and doors;
- Floor, roof and wall insulation (cavity or solid wall);
- Installation of 'green' roofs;
- Use of solar and photovoltaic panels;
- Use of combined heat and power.

5.29 BRE Ecohomes have produced a sustainability rating system for major new residential development. For further information on the BRE Ecohomes sustainability rating please see: [www.bre.co.uk/ecohomes](http://www.bre.co.uk/ecohomes).

### Ensuring sustainability in design and construction

- 5.30 The concept of sustainable development is based on the assumption that there must be environmental, social and economic gains. Achieving a balance of these within a new development will help offset any losses associated with the local environment.
- 5.31 Employing a sustainability checklist provides a means of evaluating a site and scoring it in terms of how it meets a recognised checklist. SEEDA's sustainability checklist for the South East can be found at [www.sustainability-checklist.co.uk](http://www.sustainability-checklist.co.uk)
- 5.32 Biodiversity should be incorporated into the design of new residential developments where possible. Sustainable drainage features such as swales and retention ponds and capacity to store water on site below ground, should be built into the design. Features such as 'green' roofs and permeable paving will also help. The Surrey Urban Biodiversity Plan 2000 gives further guidance on this.



*A Huf house under construction.*



*New dwellings at Parsons Green use photovoltaic cells and a solar thermal panel on the roof.*

### Design Considerations

#### Context for Design

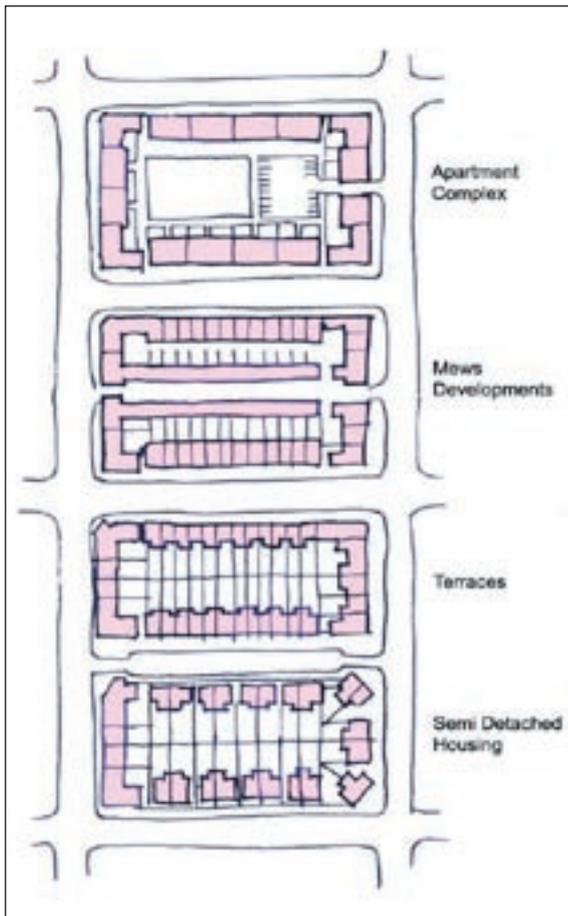
- 5.33 The urban context of the development site should be assessed early on in the design process, to identify constraints and opportunities such as footpaths, important views, vegetation, listed buildings and protected features. Further information on context is provided in Part 3 of this guide. The character of the development should relate to the local vernacular, in terms of scale and finish, although this should not preclude innovation both in terms of dwelling design and layout.

#### Urban structure and grain

- 5.34 Successful towns and villages generally possess a legible urban structure. Key buildings, landmarks and continuity of active building frontage, all create the sense of place.
- 5.35 Residential buildings, with their doors and windows facing outwards, whether terraces or a looser form of detached and semi-detached dwellings, are the preferred form of development. They create a clear distinction between the public and private space, producing a legible environment with good natural surveillance. Buildings can be in a variety of forms, including rectangular, grid, or radial. However, the grain of the buildings must be in character with the surrounding area.

**Layout**

- 5.36 Established street alignments and building lines, both straight and curved, should be respected. New development should respect such character.
- 5.37 Within the development itself the hierarchy of spaces should be easily understood with a clear distinction between public and private space. Existing features, trees or decorative materials can be used to reinforce the character of an area and define layouts and street hierarchy. Typically in a larger development a layout may include wide primary streets, narrow pedestrian-scale secondary streets and routes through blocks may have the character of a mews, conveying a sense of privacy or intimacy in scale.



*Various block forms of residential development.*



*Recent housing development near East Horsley station incorporates existing mature trees and new planting with parking provided at the rear.*

**Spaces around buildings**

- 5.38 A framework should be developed for all existing and new spaces within a development consisting of squares, open spaces or greens. This framework should convey the intended character and hierarchy of spaces giving the development a clearly identifiable and legible structure. It should reflect existing spaces that work well in the locality and carefully consider the overall width and scale of the street or square.
- 5.39 Where new development adjoins existing open space particular recognition of the value and character of the space is required. If new buildings are designed to overlook such spaces they must contribute to and not detract from the character and appearance.
- 5.40 In traditionally lower density areas the spaces between buildings and the landscape structure can create a very strong character. Design of new residential development in these areas should seek to retain the space and landscape features such as trees and hedging between buildings, their plots and boundaries.

### Scale, proportion and form

- 5.41 The type of building and number of storeys has a significant influence upon the spatial experience within a street. For example, higher density development in the form of terraces will result in a single building giving a street an enclosed character. This can also be achieved with mature trees, buildings, and boundary walls. A useful measure of enclosure is the ratio of the height of buildings to the width of the street.
- 5.42 When developing a site it is important to reflect the existing scale, height and proportions of surrounding buildings. It is also essential to consider how the new housing is designed to allow for future alterations, such as conservatories and loft conversions, without harming the overall integrity of the design. Built form and scale of development for differing contexts is explored further in Part 6 of this guide.



*A building design which already incorporates a double height conservatory anticipating the desire for this amenity.*

### Street level design

- 5.43 It is important to ensure that residential development is human in scale with visual interest at the street level. Doors and windows punctuate facades whilst giving natural surveillance of the street and details such as materials, decoration, boundary treatment and art can add interest.
- 5.44 Careful consideration needs to be given to the relationship between the building and the street. For instance, set backs and the treatment of plot boundaries can help to define the character of a street. Buildings should add cues and landmarks by emphasising corners or punctuating facades.
- 5.45 New development should be integrated with its immediate context and reflected in the choice of street furniture, lighting and paving materials. It is important that the streetscape is uncluttered and accessible to all. A high standard of design is required to ensure that the streetscape can be readily maintained in the longer term and to ensure sustained quality.

### Achieving pedestrian priority

- 5.46 New development needs to provide pedestrians with a choice of routes, offering a high level of activity and security, to adjoining areas. Key design principles to achieve this aim include:
- Buildings should front on to streets;
  - Streets will give priority to pedestrians;
  - All streets should connect with other streets;
  - Streets should link to form a grid or lattice, with a variety of routes;
  - The grain of streets should be finer around nodes of activity;
  - Housing layouts should discourage the through movement of private vehicular traffic;
  - Pedestrian links should be visible, direct, lit and well used.

### Important public views and roofscape

- 5.47 Guildford Borough has a distinctive topography which includes the Surrey Hills. This undulating landscape has created important established views in the urban areas and village settlements.
- 5.48 New development, and particularly rooflines, can have a significant impact upon important public views. Consideration should be given to the visual impact of a residential development from public open space, common land, footpaths and highways.

Roof design should:

- Respect the form, arrangement and pitch of roofs in the locality;
- Limit the palette of tiling and roofing materials used;
- Avoid the use of overly complex roof forms;
- Retain existing mature trees within new layouts to minimise the impact of new roofs;
- Avoid flat roofs;
- Include features such as functional chimneys.

### Materials and architectural detailing

- 5.49 Use of materials common to Guildford is important in terms of redefining the local character within the Borough. The building materials particular to an area have derived from the local landscape. One approach is to use traditional materials within the context of sustainable contemporary design.
- 5.50 New development should avoid having a mix of architectural styles and materials, which can result in a place with no local sense of identity.



*A mixture of architectural styles creates visual inconsistency and should be avoided.*

#### 5.51 Brick

- This is the dominant building material in Surrey, with predominantly orange and red hues.
- Bonding styles are predominantly English or Flemish bond. These two bonds are the most appropriate for new developments in the area.

#### 5.52 Roofing materials

- Orange/red hues are in keeping with the clay tiles traditionally used in Surrey derived from the Wealden clay.
- Details can include sand faced plain clay tiles with half round ridge tiles and bonnet tiles to hips.
- Slate is also common to the area, but generally associated with more shallow pitches.

#### 5.53 Tile hanging

- Originally used to weatherproof timber-framed buildings.
- The recent use of tile hanging, especially in smaller settlements, has continued this traditional detail.
- Tile hanging, particularly to upper floors over a brick or rendered ground floor, is a common feature found in traditional buildings in the Borough, orange-reds being the predominant colour.
- Tiles should usually only be hung on a proportion of the walls, usually half and half. Decorative patterns should reflect those used in the locality.

### 5.54 Weather boarding

- Feather edged weather boarding is used as an alternative to tile hanging and is traditionally painted white on houses and black on outbuildings.
- It is important to avoid other types of weather boarding (such as wavy edged), which is not characteristic of the area.

### 5.55 Rendering

- Rendering was once a common method of waterproofing timber framed buildings in Surrey, and is used widely in Guildford.
- Recent developments have successfully combined rendering with other materials, reflecting a contemporary approach to the material.
- The finish should match that of the surrounding buildings in the locality.



*Rendering combined with brick and stone in Quarry Street, Guildford.*

### 5.56 Flint

- Flint is generally limited to details on buildings but mainly on boundary walls, particularly in areas on or adjacent to the chalk downs.
- It should be used selectively on the facades of buildings avoiding combining with several other material types.
- Brick with flint infill panels detailing should be used carefully.

### 5.57 Timber framing

- 'Mock' exposed timberwork should be used with caution.
- New oak timber framing is in character with the area.

### 5.58 Stone

- Stone is not used as commonly as brick in the area, but examples are to be found and use of this material may be appropriate to achieve integration of new development.
- The main building stone in the area is Bargate stone, a sandstone which is no longer quarried. The best possible match should be used.

### Roof forms and configurations

- 5.59 The traditional buildings of Guildford are normally made up of rectangular plan forms, with roofs spanning the narrow dimension. Spans are generally between 5 to 6.5 metres. Roofs should be pitched at between 45 and 50 degrees for plain tiles, or approximately 30 degrees for slate, although steeper slate-pitched roofs are also commonplace. Traditional roofs have a steep pitch, with gable ends and limited use of half-hipped, cat slides and other roof forms. The varied rooflines within the Borough add visual interest and character.

- 5.60 Functional chimneys are encouraged in new developments. Substantial chimneystacks are a feature of the 'Surrey style' and help to punctuate rooflines. They should be positioned centrally on the ridgeline or at the gable end. Corbelling to tops is a traditional feature.
- 5.61 Detailing of eaves and gables in Guildford is traditionally simple. Decorative bargeboards and boxing in of rafter feet is characteristic of late 19th and early 20th century housing in the area.
- 5.62 Dormer windows are common in older buildings. The typical dormer is small with a single casement window lighting a room in the roof. They should not over-dominate the roof plane or be used to gain extra headroom over any great width. They generally have pitched and gabled or hipped roof although well detailed flat roofs were common in the late 19th and early 20th century. Roof lights should generally be restricted to rear elevations and used sparingly.



*Simple variation in finishes creates rhythm in the facades of these dwellings in Shere.*



*Varied rooflines and treatments beside the River Wey.*

## Building elements

- 5.63 However well planned a scheme is, it is unlikely ultimately to be successful unless careful consideration is given to the detailed design of the buildings, and the spaces and interfaces between them. This requires an integrated approach, involving a range of professional disciplines.
- 5.64 The quality of the building can be spoilt by poor attention to detail.
- 5.65 The other building elements that require careful attention and detailed design include:
- Windows
  - Doors
  - Porches
  - Walls, hedges, fences and gates
  - Lighting
  - Flues and ventilation
  - Gutters, pipes and other rainwater details
  - Balconies
  - Garage doors
  - Rainwater goods and decorative features
  - Flashings
- 5.66 It is essential not to view these elements in isolation, but to consider how they work together to contribute to the overall architectural composition.
- 5.67 The placing of openings is crucial to the design of the house. Classical symmetry is an effective solution for the front elevation of a house, with openings arranged around the central axis. Randomness of window size and positioning should be avoided, unless handled by a skilled designer, and a coherent arrangement of openings created.

- 5.68 Windows in Guildford are traditionally side-hung casements or double-hung sashes. Timber is preferred and generally finished in white. Dark stain or varnished hardwood finishes are not traditional and should be avoided.
- 5.69 Doors are traditionally vertically boarded or panelled and modern types which 'combine' fanlights within the door itself are to be avoided.

### Other elements

- 5.70 Other elements that require careful attention in the detailed design and layout include positioning and design of:
- Cycle storage
  - External lighting
  - Meter boxes
  - Service entries and Inspection boxes
  - Storage for recycling waste
  - Cool storage for home deliveries
  - Space for drying clothes
  - Refuse collection and storage at the rear of properties
  - Access for refuse and emergency vehicles



*A well-integrated bin store in St Catherine's, Guildford.*

## Traffic, parking and design

### Traffic calming

- 5.71 Traffic calming measures can create an urbanising effect especially in smaller settlements. As an alternative, wherever possible the configuration of buildings and landscape and carefully located on-street parking should be used to reduce traffic speeds. Traffic management schemes should be designed alongside public realm proposals to achieve a wholly integrated effect.

### Parking and servicing

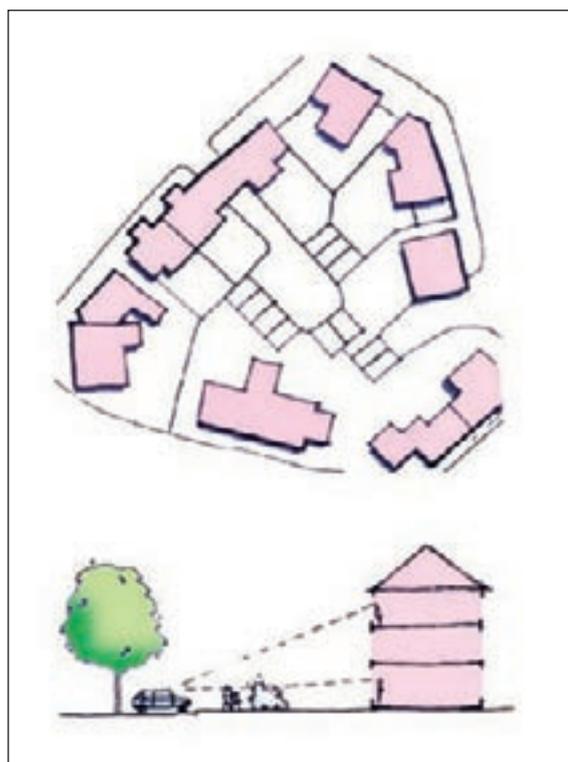
- 5.72 Parking within a residential development has an effect on the character of the development and the street as a whole, creating issues in terms of the dominance of parking at the front of dwellings either in front gardens or as on-street parking.

- 5.73 Appropriate parking standards will be decided on a scheme-by-scheme basis in consultation with Surrey County Council Highways Division. Within those built up areas of Guildford, Ash and other centres which are well served by public transport, for instance, there are reduced parking requirements for developments. Issues to be taken into account include:

- The needs of disabled drivers in consultation with the Borough Access Officer;
- Avoid potential noise and disturbance to neighbours, particularly at night;
- Parking designed for different users throughout the day;
- Creation of natural surveillance should be key;
- Parking should not dominate the front garden areas, the street or impede pedestrians;
- On-street parking limited to visitor parking, wherever possible;



*Basement parking integrated within a flatted development.*



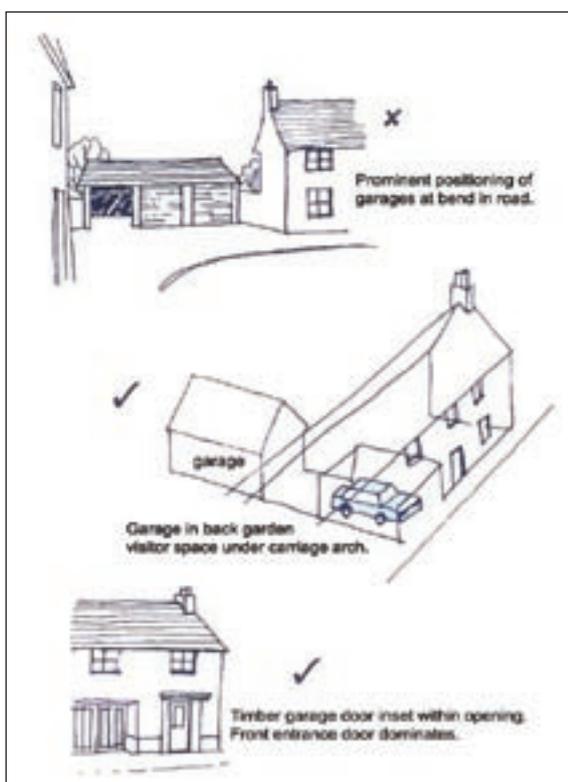
*Diagram showing parking located to the rear of a development with natural visual surveillance.*

- Medium to high density schemes - parking in secure, overlooked, rear courtyards, basement parking or an allocated parking space within the private curtilage;
- Apartment blocks - basement parking where feasible;
- Lower density schemes - parking should be contained within curtilage of the dwelling.

## Garages

5.74 Garages, particularly integral design solutions, can unduly dominate the scale of a house and the street character. Solutions to prevent this include:

- In lower density areas garages detached, turned or combined;
- In terraced streets a rear location accessed via carriageway arch and parking court;
- Garages finished in the same type and quality of materials as the dwelling.



## Landscape Design

5.75 Surrey Design Guide provides a detailed explanation of the Borough's landscape context which is, consequently, not repeated here. However, most residential areas in the Borough are set within a strong existing landscape framework, making it essential to assess and resolve likely impacts from new housing development. There are a number of key steps that should be followed in the design of development proposals.

5.76 Developers should prepare a landscape framework plan and design statement to explain the rationale for proposals for:

- **Soft landscape** - the species, layout of trees, flowers, grass and other planting;
- **Street elements** - including tree grilles, street lighting and signage;
- **Street furniture** - such as seats, litterbins and bollards;
- **Boundaries** - railings, fences, walls, hedges and gates;
- **Accesses to buildings** - including steps and ramps;
- **Design of road corridors** - carriageways, footway paving, kerbs and cycleway.

5.77 A survey of local vegetation should also be carried out. Every effort should be made to preserve natural habitats and plant species. There will be a strong presumption in favour of retaining existing trees and mature shrubs wherever possible. Where loss is inevitable suitable locally native replacements shall be included as part of any proposal. The appropriate choice of vegetation is set out in the Surrey Landscape Character Assessment.



*New dwellings in East Horsley with a simple design, sensitive boundary treatment, planting and gravel parking areas, respecting local identity.*



*Distinctive hedgerows form a strong boundary feature in Onslow Village.*

5.78 The role of different forms of planting for shelter, screening, or to create an overall character, needs to be defined in the landscape framework plan or design statement, together with the scheme's overall contribution to the existing character. Development within existing low-density wooded areas, for example, should have sufficient space to accommodate larger native tree species both within gardens and around the site to maintain the character of the area.

5.79 The Borough Tree Officer can provide advice on Tree Preservation Orders (TPOs), tree surveys, and protected hedgerows.

## Countryside Edge

- 5.80 The 'countryside edge', whether in rural areas or within the urban boundary, is key to maintaining the character and quality of the Borough. The location of open space combined with a buffer of tree belts and woodland can protect the countryside edge.
- 5.81 Development sites adjoining the countryside edge will require an appropriate transition in density and height and a coherent landscape structure to maintain the setting of the settlement as a whole. The role of new planting should be considered.
- 5.82 The character of roads and footpaths change as they progress from built areas to countryside, becoming progressively more rural and informal. It is important to ensure that any roads associated with new development in these areas do not create a hard 'border' to the countryside edge but are treated with sensitivity. Developers will be required to demonstrate that development will not impact upon the adjoining landscape, particularly in close proximity to the AONB/AGLV and Green Belt. Visibility from public highways, bridleways/footpaths, common land and public viewpoints will be a critical determinant.

## Open Spaces

- 5.83 A strategy should be developed around buildings and existing landscape features to include both public and private space. For smaller development schemes the Borough will give due consideration to contributions to an off site open space, to provide facilities for the local community. This issue is covered in more detail in the Councils Supplementary Planning Guidance on Open Space.
- 5.84 Main pedestrian and cycle thoroughfares should incorporate and connect features such as children's play areas, open areas and safe routes to school.



*Change in character of road from urban to rural as the road progresses to the countryside edge.*



*Housing at Ash Vale faces the countryside and is screened by a buffer of woodland planting.*



*Housing at Bellfields fronts an open space.*



*Residential development at Stoughton fronts an open space.*



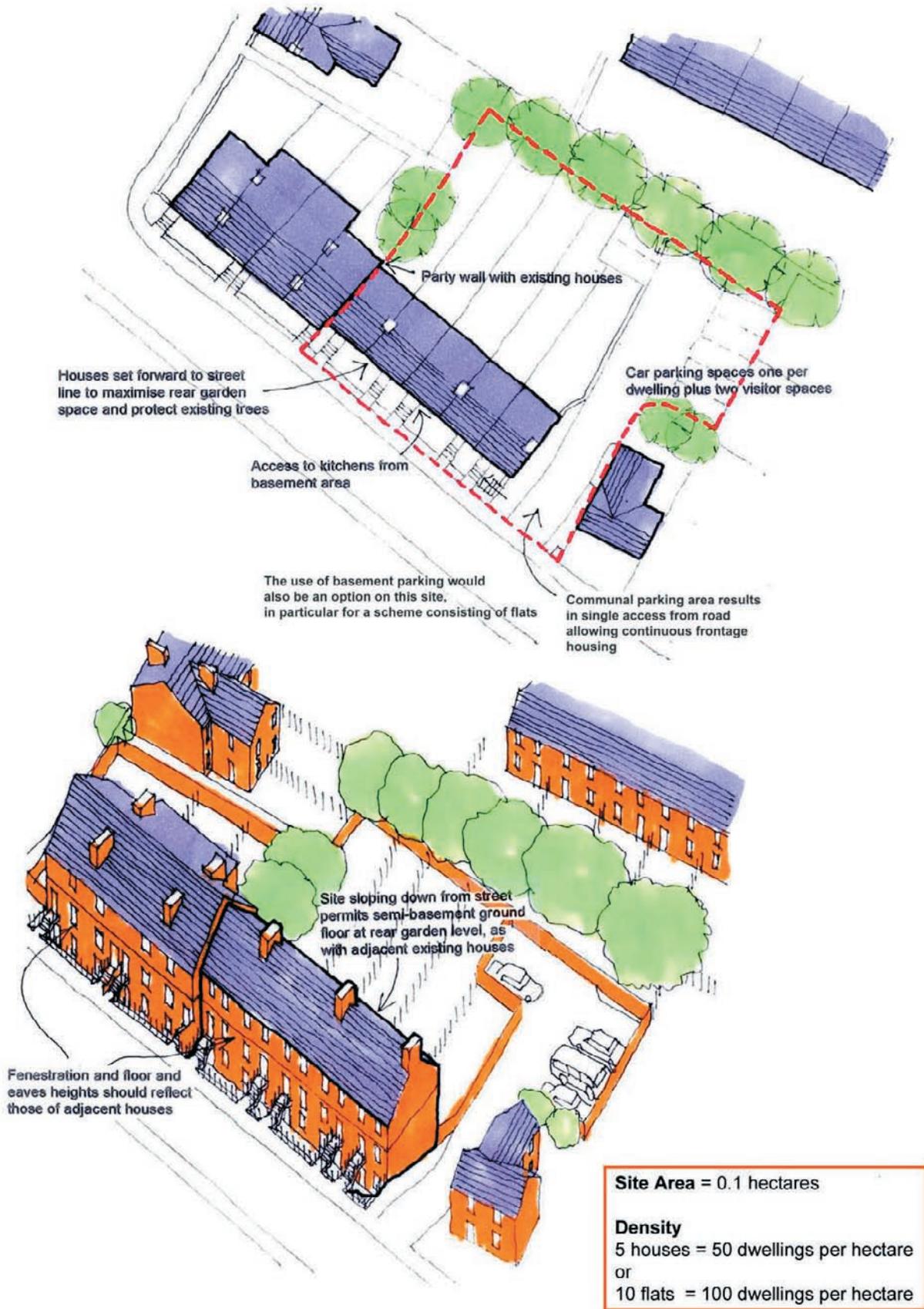
*Foot/cycle paths meander through new housing at Queen Elizabeth Park. The permeable surface treatment allows for natural drainage.*

## Part 6: Case Studies

- 6.1 The following pages show examples of residential development and design.
- 6.2 There are nine case studies:
- 1 Infill development in an urban area
  - 2a Infill development within a village
  - 2b Alternative infill development within a village
  - 3 Extension and conversion of existing attractive buildings
  - 4 Sub-division of plots
  - 5 Inner urban development
  - 6 Development on edge of countryside
  - 7 Development adjacent to open space
  - 8 Backland development
  - 9 Replacement of a large dwelling
- 6.3 The case studies use annotated plans to demonstrate good design practice and principles.
- 6.4 The plans are illustrative only and are not intended to be prescriptive. In addition they should not be considered in isolation, but are intended to be used in conjunction with the objectives and principles outlined in this guide.

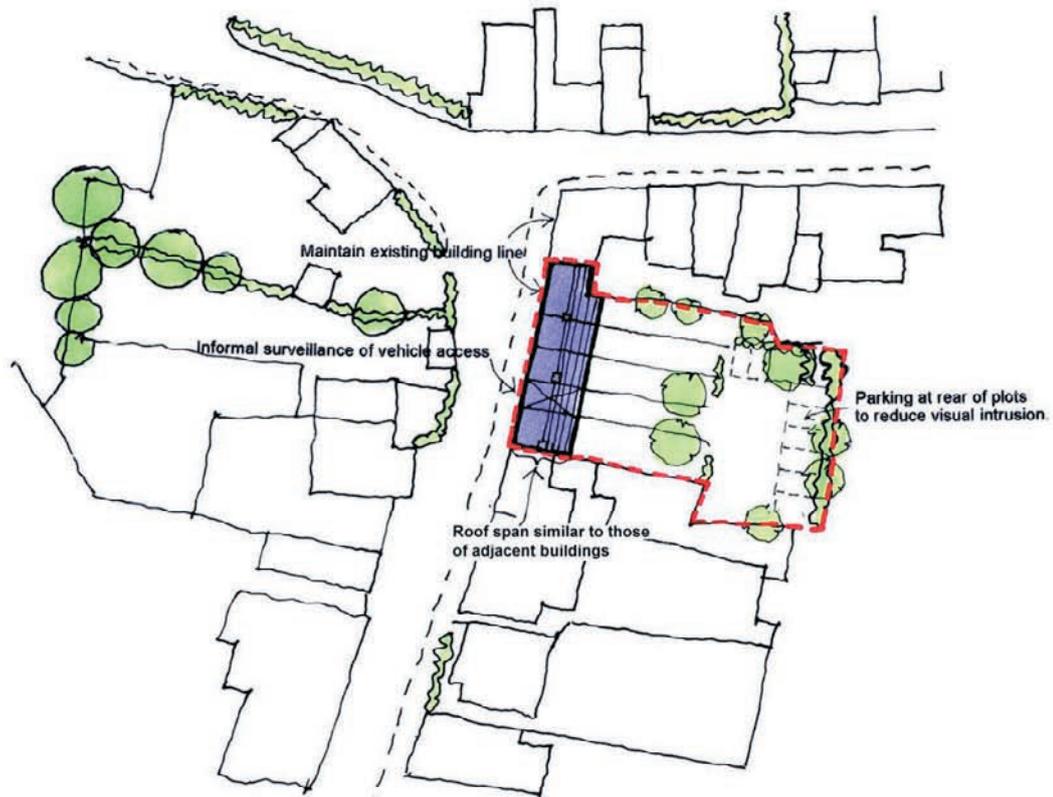
# Case Study 1

## Infill Development in Urban Area



*Not to Scale*

## Case Study 2a Infill Development within a Village



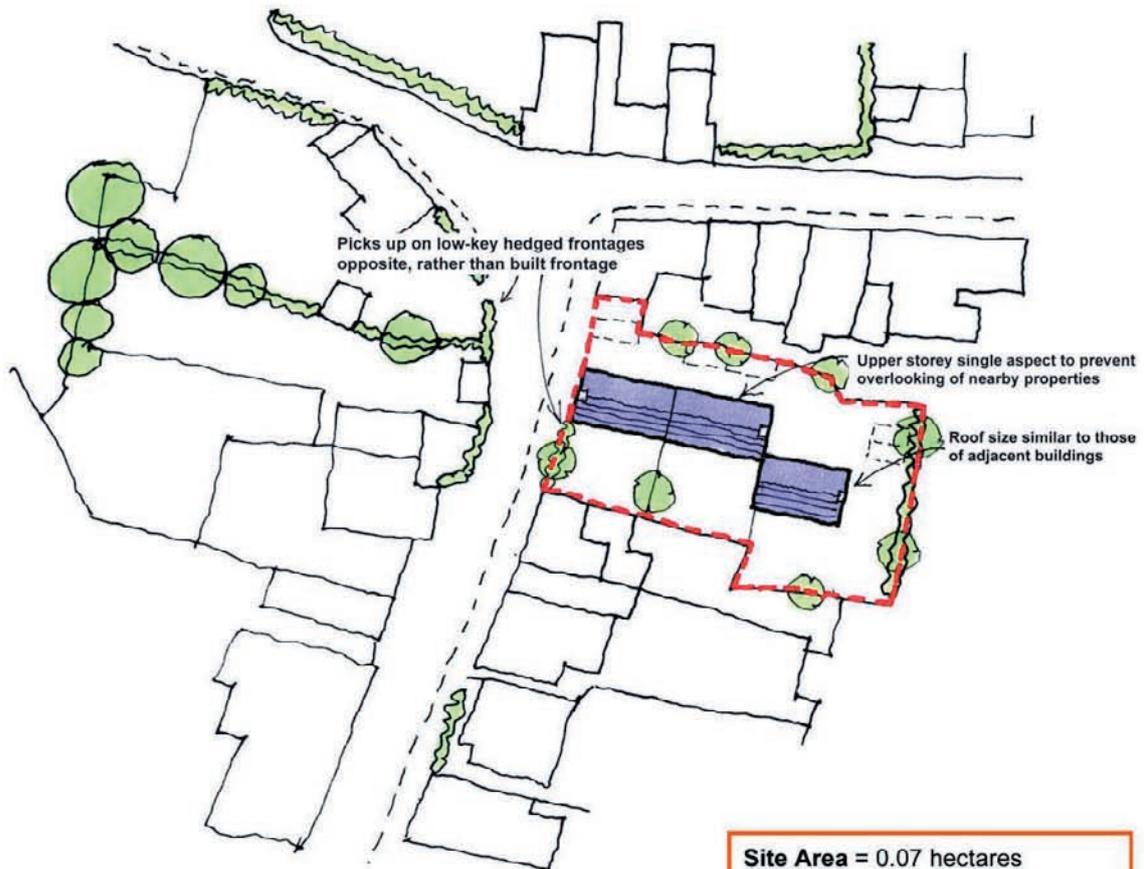
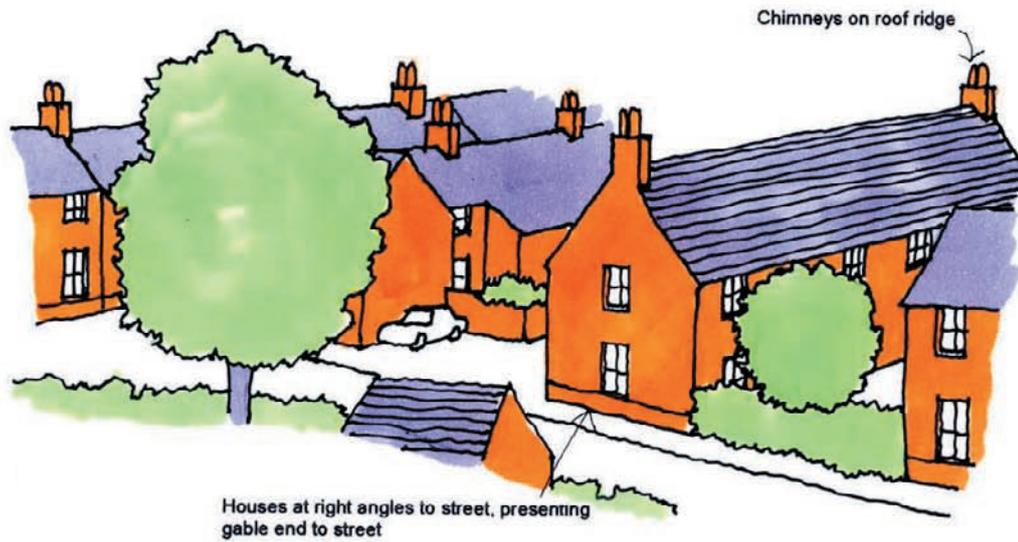
**Site Area = 0.07 hectares**

**Density**

**4 Houses = 57 dwellings per hectare**

**Not to Scale**

## Case Study 2b Infill Development within a Village



**Site Area = 0.07 hectares**

**Density**  
3 houses = 42 dwelling per hectare

**Not to Scale**

## Case Study 3 Extension & Conversion of Existing Attractive Buildings



**Site Area = 0.28 hectares**

**Density**  
 3 houses and 6 flats = 32 dwellings per hectare  
 or  
 3 houses and 9 flats = 42 dwellings per hectare

*Not to Scale*

## Case Study 4 Sub-division of Plots



Vehicular access grouped to minimise breaks in front hedge

Gaps between buildings similar to those between existing houses

**Site Area = 0.13 hectares**

**Density**

- 4 houses = 30 dwellings per hectare
- or
- 4 flats and 2 houses = 46 dwellings per hectare
- or
- 8 flats = 61 dwellings per hectare
- or
- 12 flats = 92 dwellings per hectare

Also potential for a scheme of flats within same built form

This would require basement parking to minimise the impact of parking



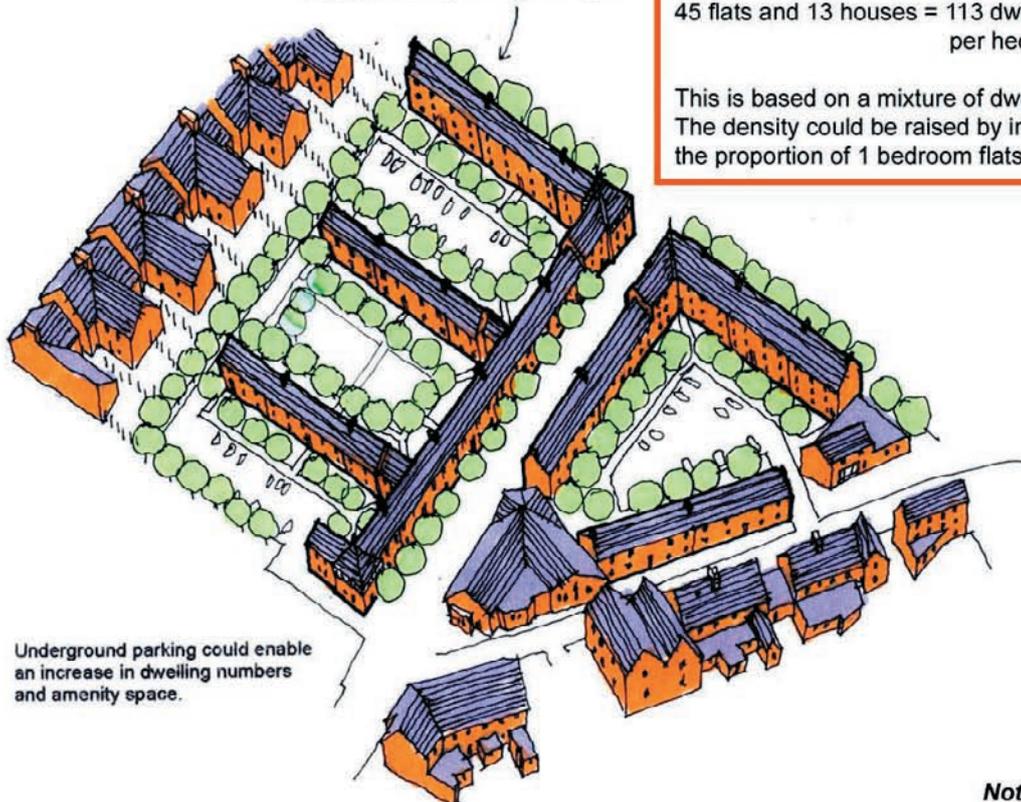
Semi-detached pairs of houses retain bulk of adjacent existing large detached houses

**Not to Scale**

## Case Study 5 Inner Urban Development



3 storeys facing main road,  
2 storeys elsewhere to keep in  
scale with nearby existing buildings



**Site Area** = 0.51 hectares

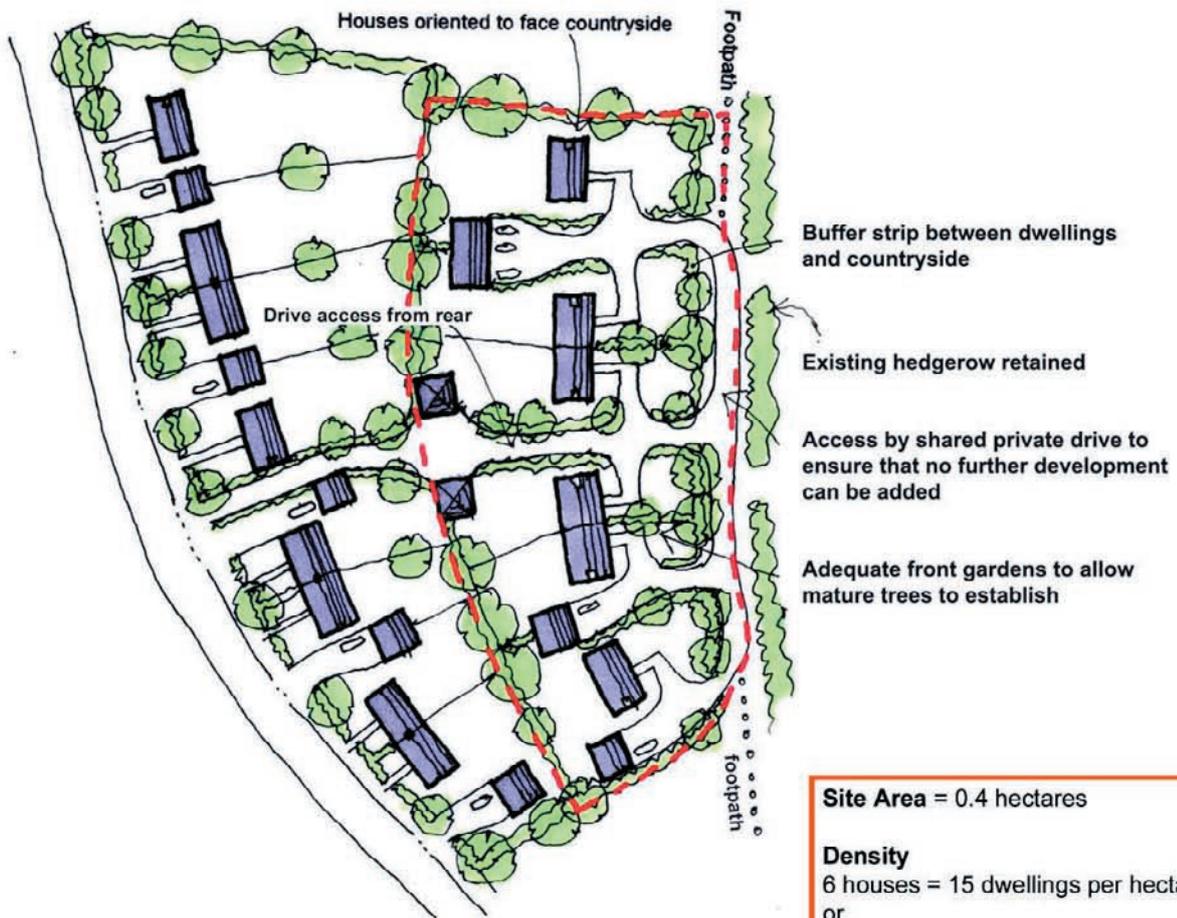
**Density**

36 houses = 70 dwellings per hectare  
or  
45 flats and 13 houses = 113 dwellings  
per hectare

This is based on a mixture of dwelling sizes.  
The density could be raised by increasing  
the proportion of 1 bedroom flats

*Not to Scale*

## Case Study 6 Development on the Edge of Countryside

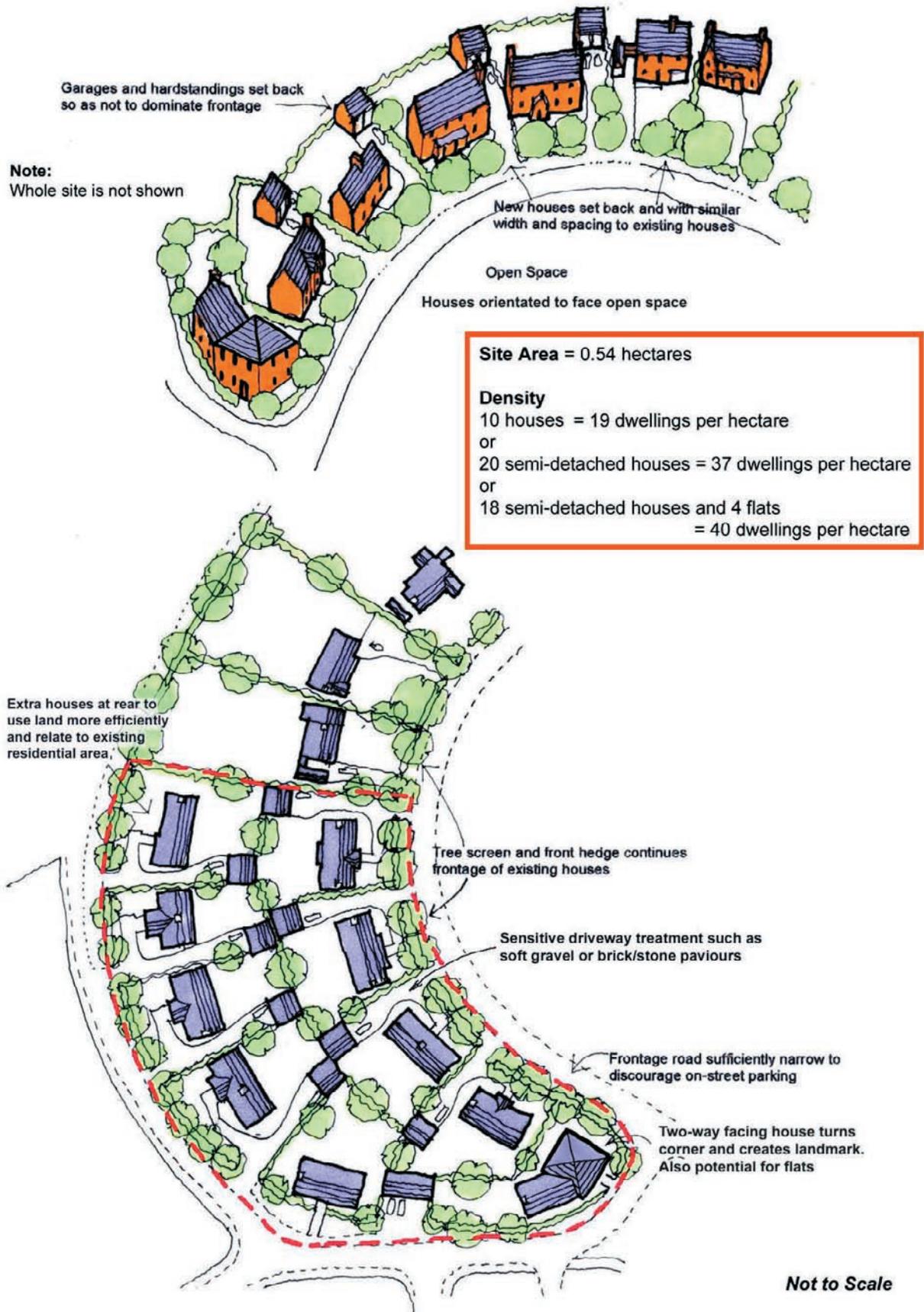


**Site Area = 0.4 hectares**

**Density**  
 6 houses = 15 dwellings per hectare  
 or  
 10 houses = 25 dwellings per hectare

*Not to Scale*

## Case Study 7 Development Adjacent to Open Space



## Case Study 8 Backland Development

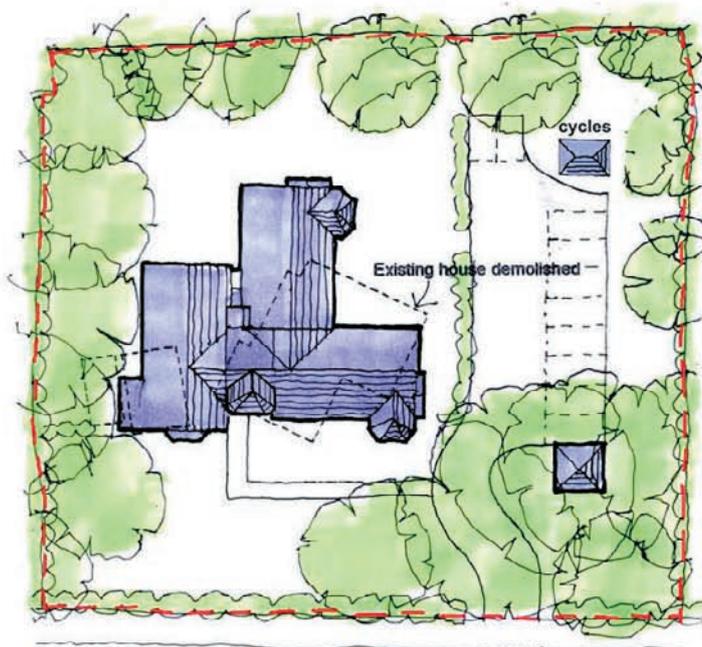


**Site Area** = 0.24 hectares

**Density**  
 9 houses = 37 dwellings per hectare  
 or  
 8 houses and 4 flats = 50 dwellings per hectare

*Not to Scale*

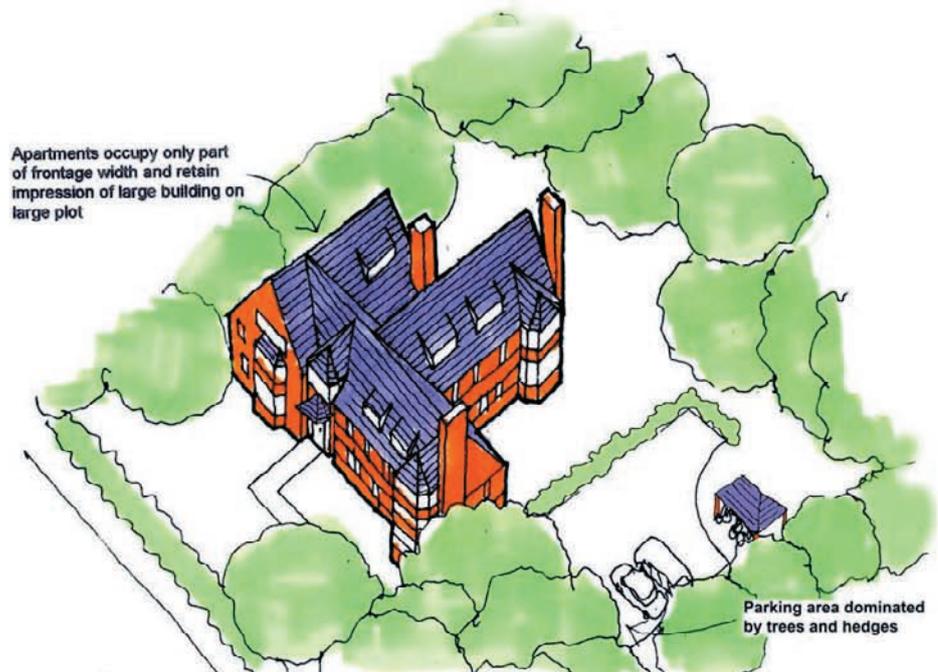
## Case Study 9 Replacement of a Large Dwelling



Landscape dominates scheme

Car parking spaces:  
apartments one per dwelling  
plus two visitor spaces

Underground parking would enable  
more flats within same built form



Apartments occupy only part  
of frontage width and retain  
impression of large building on  
large plot

Parking area dominated  
by trees and hedges

**Site Area = 0.25 hectares**

**Density**

8 flats = 32 dwellings per hectare

or

12 flats = 48 dwellings per hectare

**Not to Scale**



# design statement

## Planning application guidance notes



Guildford Borough Council gives a high priority to achieving quality design in new developments. To promote this we now expect most planning applications to be accompanied by a design statement that justifies the design approach of the proposal.

This approach is supported by Government guidance in Planning Policy Guidance Note 1 'General Policy and Principles' which advises that "Applicants for planning permission should be able to demonstrate how they have taken account of the need for good design in their development proposals and that they have had regard to relevant development plan policies and supplementary design guidance".

The 'Surrey Design Guide' and the 'Guildford Borough Local Plan' also emphasise the importance of good design, which is a material consideration in determining planning applications.

### What is good design ?

'No two places are identical and there is no such thing as a blueprint for good design. Good design always arises from a thorough and caring understanding of place and context' (By Design - Urban Design in the Planning System: towards better practice).

### What is a design statement ?

A design statement is a written statement that sets out how you have arrived at the design of your proposal and is a document that supports your planning application.

The design statement should demonstrate how your proposal fits the context of the site and its local distinctiveness, how it relates to its immediate surroundings and, if appropriate, to wider parts of towns and villages.

Even when the design is contemporary and quite different in use of materials or architectural style, it is still important that the reasons behind this decision are fully justified in a written document.

A design statement will help you and us, your neighbours, and consultees to:

- understand fully your proposals and the principles of the design;
- consider the proposals against design policies in the Guildford Borough Local Plan;
- consider the proposal against design objectives in government guidance.

### Who should prepare a design statement ?

A design statement will be expected to accompany **all** planning applications except in the following circumstances.

- Extensions to unlisted dwellings outside conservation areas, e.g. general householder applications.
- Changes of use (where this does not affect the physical appearance of the property).

Your application will be treated as invalid if it falls outside the above criteria and is not accompanied by a design statement. If you are unsure whether you need to provide a design statement with your application, please contact us on the numbers listed overleaf.



## How do I write a design statement ?

The content & detail of design statements will vary according to the proposed development.

The statement may include:

- a short description of the plot and its surroundings;
- an explanation of how you have arrived at the final design for your proposal;
- simple sketches and photographs of the site and surroundings.

The plans and drawings in the design statement do not need to be precise unlike the plans & drawing required for the application.

For smaller proposals, simple sketches, or notes and illustrations on plans and a short written statement is sufficient.

The following considerations will be of use when thinking about the design of your proposal.

- Building styles and sizes, street patterns, the nature of spaces between buildings and their uses, the character of the area and proximity to Listed Buildings etc.
- Constraints and opportunities the site has in terms of its design, e.g. important views, features worthy of retention or protection, features which are detrimental and need to be addressed.
- Constraints and opportunities the site has in terms of its context, e.g. local building, changes of levels, physical features such as underground services, drainage systems, overhead powerlines, service trenches, trees, ecology and wildlife habitats etc.

## Where can I get more information?

We are willing to advise you on your design statements and what might be needed for your proposal. This is best done **before** you make a planning application. We also offer pre-application advice prior to you submitting a planning application. In order for us to be able to respond to your questions, it is essential to have some idea of the constraints and characteristics of the site so the design parameters can be discussed before detailed design work is undertaken.

## Useful general references

### 'By Design'

**Urban Design in the Planning System**  
towards better practice (DETR & CABE, 2000)

### 'By Design'

Better Places to Live: a companion guide to PPG3 (DETR & CABE, 2001)

### 'Guildford Borough Local Plan 2003'

Design Code (GBC, 2003)

### 'Responsive Environments'

A Manual for Designers (Bentley, Ian et al, 1999)

### 'Surrey Design Guide' (SCC, 2002)

Urban Design Compendium (English Partnership & The Housing Corporation, 2001)

### 'Planning Policy Guidance Note 1':

General Policy and Principles (PPG1)

## Contact details

### Planning Officers

#### 01483 444623

applications in the West of the Borough

#### 01483 444622

applications in the East of the Borough

### Design & Conservation Officers

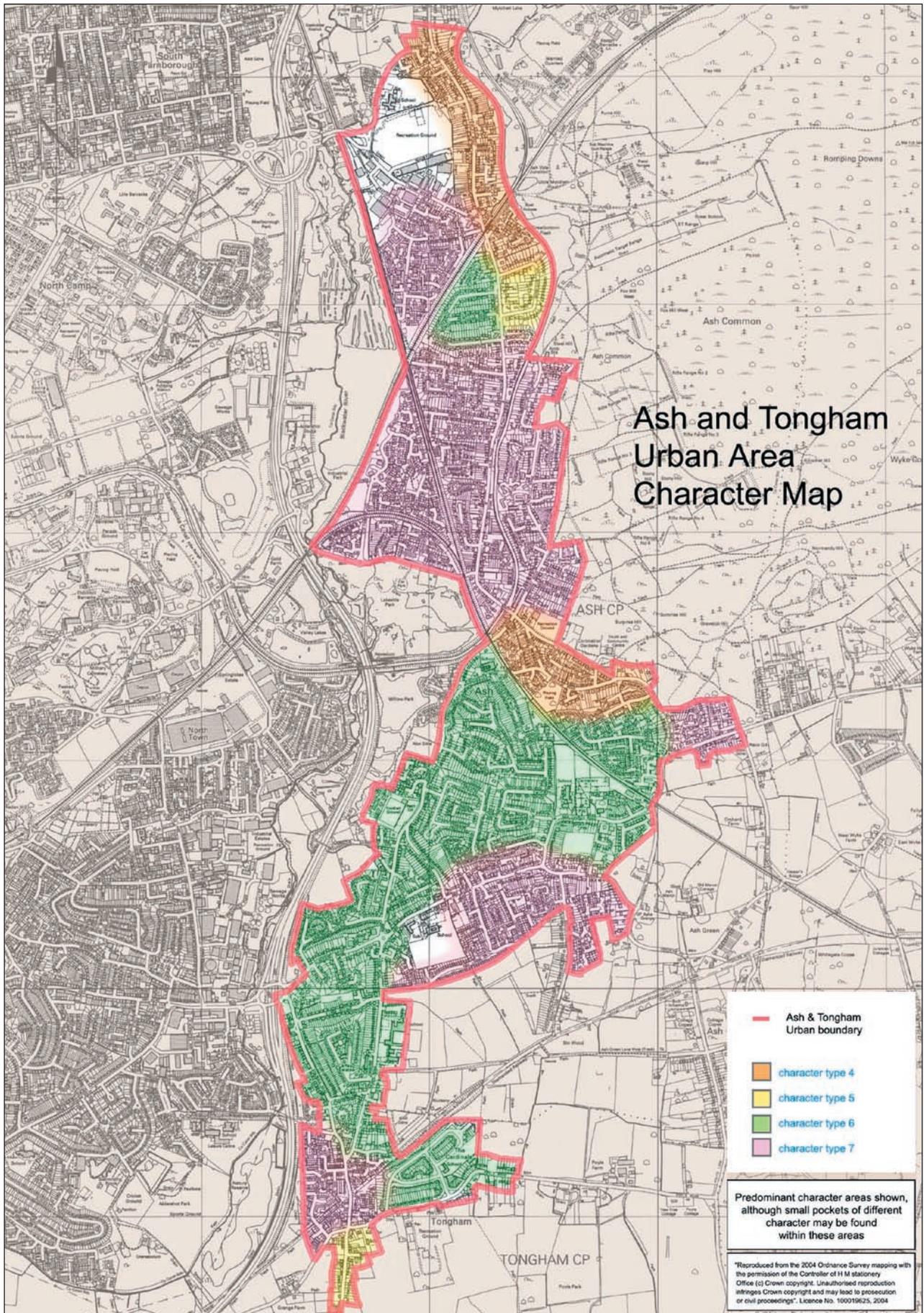
advice on Conservation Areas & Listed Buildings  
**01483 444664**

### Website

[www.guildford.gov.uk](http://www.guildford.gov.uk)

**You need to be aware that any advice by an Officer is without prejudice to our decision making process which includes taking into account, amongst other matters, the views of those consulted on any planning application.**





## Glossary

### Accessibility

The ability of people to move round an area and to reach places and facilities, including elderly and disabled people, those with young children and those encumbered with luggage or shopping.

### Amenity

A pleasant or useful feature or facility. It can also relate to the quality of life enjoyed by occupants.

### Building Line

The line formed by frontages of buildings along a street.

### Bulk

The combined effect of the arrangement, volume and shape of a building or group of buildings. Also called massing.

### Context

The setting of a site or area, including factors such as roads, activities and land uses as well as landscape and built form.

### Corbelling

Block courses (usually stone brick or wood) built out from a wall so that each projects beyond the one below.

### Density

The number of buildings in relation to a given area of land. In this guide built density is expressed in terms of number of dwellings per hectare.

### Design Guide

A document providing guidance on how development can be carried out in accordance with the design policies of a local authority often with a view to retaining local distinctiveness.

### Design Principle

An expression of one of the basic ideas at the heart of an urban design guide, framework, development brief or a development.

### Elevation

The façade of a building, or the drawing of a façade.

### Energy Efficiency

The extent to which the energy consumption of a building or group of buildings is reduced through the way in which buildings are designed, constructed and arranged on site.

### Form

The layout (structure and urban grain), density, scale (height and massing), appearance (materials and details) and landscape of development.

### Galleting

The decorative technique of pushing pebbles or chips of stone into mortar that is still soft.

### Green Belt

Designated countryside with the main characteristic of being "open" and where there is a presumption against inappropriate development.

### Human Scale

The use within development of elements that relate well in size to an individual human being and their assembly in a way that makes people feel comfortable rather than overwhelmed.

### Landmark

A building or structure that stands out from its background by virtue of height, size or some other aspect of design.

### Landscape

The character and appearance of land, including its shape, form, ecology, natural features, colours and elements and the way these components combine. Landscape character can be expressed through landscape appraisal and maps or plans.

### Layout

The way buildings, routes and open spaces are placed in relation to each other.

**Local Distinctiveness**

The particular positive features of a locality that contribute to its special character and sense of place and distinguishes one local area from another.

**Mixed Use**

A mix of, usually complementary, uses within a building, on a site or within a neighbourhood.

**Natural Surveillance**

The discouragement of wrongdoing by the presence of passers-by or the ability to be seen out of surrounding windows. Also known as passive surveillance, (or supervision).

**Planning Guidance**

Documents embodying Government guidance on general and specific aspects of planning policy; to be taken into account in formulating development plan policies and in making planning decisions.

**Photovoltaic Roof Tiles**

Roof tiles that generate electricity.

**Scale**

The impression of a building when seen in relation to its surroundings, or the size of parts of a building or its details, particularly as experienced in relation to the size of a person. Sometimes it is the total dimensions of a building that give it its sense of scale, at other times it is the size of the elements and the way they are combined. The concept is a difficult and ambiguous one, often the word is used simply as a synonym for 'size'. Sections Drawing showing a slice through a building or site.

**Sense of Place**

Features that create local distinctiveness.

**Site or Character**

An assessment of an area's land uses, built and natural environment, historic development and social and physical characteristics. This may focus on a single site or a wider area.

**Storey**

A floor level from ground floor upwards. A room in the roof normally constitutes a storey for example in the case of dormers.

**Sustainable Development**

Development that meets present needs without compromising the ability of future generations to achieve their own needs and aspirations'.

**Topography**

Physical features of a place or locality.

**Urban Design**

The art of making places. Urban design involves the design of buildings, groups of buildings, spaces and landscapes, in villages, towns and cities and the establishment of frameworks and processes that facilitate successful and sustainable development.

**Urban Grain**

The pattern of the arrangement and size of buildings and their plots in a settlement and the size of street blocks and junctions.

**Vernacular**

The way in which ordinary buildings were built in a particular place making use of local styles, techniques and materials and responding to local economic and social conditions.

## Bibliography and further information

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[www.odpm.gov.uk](http://www.odpm.gov.uk)

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Surrey County Council Structure Plan. Tel: 08456 009 009 [www.surreycc.gov.uk](http://www.surreycc.gov.uk)

Surrey County Council (2000) 'The Surrey Urban Biodiversity Action Plan'

SLGA (2002): Surrey Design: A strategic guide for quality built environments

Guildford Borough Council Local Plan 2003 [www.guildford.gov.uk](http://www.guildford.gov.uk)

Guildford Borough Council Supplementary Planning Guidance - Open Space (2002), Infrastructure (2003), Residential Extensions (2003).

BRE Ecohomes - [www.bre.co.uk/ecohomes](http://www.bre.co.uk/ecohomes)

Energy Saving Trust 'Energy efficiency in new housing - a guide to achieving best practice (GPG 79)'  
[www.est.org.uk/bestpractice/publications/all.jsp](http://www.est.org.uk/bestpractice/publications/all.jsp).

Combined Heat and Power - see Surrey Design Guide pg 47, [www.chpclub.com](http://www.chpclub.com)

Building sustainable homes: [www.sustainablehomes.co.uk](http://www.sustainablehomes.co.uk)

Sustainability Works: [www.sustainabilityworks.org.uk](http://www.sustainabilityworks.org.uk)

Clear Skies programme: [www.clear-skies.org](http://www.clear-skies.org)