

# Draft Design and Placemaking Supplementary Guidance

**2021**



sustainable thriving achieving

**East Dunbartonshire Council**

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# 1 Introduction

This Supplementary Guidance is intended to support implementation of the East Dunbartonshire Local Development Plan 2 (LDP2). The relationship between the LDP, Supplementary Guidance and Planning Guidance is established in Scottish Government Circular 6/2013, and summarised in the table below.

Document	Purpose and Scope
Local Development Plan	<p>Sets out the Council's policies for the development and use of land, including community strategies which identify opportunities for development, for the period up to 10 years from adoption.</p> <p>This guidance supports LDP 2017 and LDP2. This guidance refers to policies in LDP2 as the Council's up to date policy position.</p>
Supplementary Guidance	<p>Supplementary Guidance is statutory as it forms part of the development plan and has that status for decision making. It is limited to the provision of further information or detail in respect of policies or proposals set out in the LDP. Supplementary Guidance will be adopted with the LDP and lasts for the period of the Plan.</p>
Planning Guidance	<p>Non-statutory planning guidance may be used to provide detail on a range of subject areas. This form of guidance should not be termed Supplementary Guidance and will not form part of the development plan. However, adoption of this guidance by the Council gives it formal status, meaning that it may be a material consideration in decision making. Planning guidance can be updated as required and without the need for scrutiny by Scottish Ministers. Such updates are normally required where a specific issue arises during the period of the Plan.</p>

The following sections provide an overview of why good design matters, an explanation of what placemaking is and an overview of the design led approach for submitting a planning application. The document also provides guidance on carrying out site appraisals to help create high quality places. Further guidance is provided on specific topics identified through the site appraisal process and different types of development.

## 2 Why Good Design Matters

Our lives are connected through the built environment, particularly the buildings we live and work in and the spaces we use. It is therefore vital that the principles of good design are applied across all types of development. Good design promotes social inclusion and ensures that our built environment is well prepared for the likely impacts of climate change.

Specifically, a well-designed development can:

- Reduce health inequalities and promote good health and wellbeing
- Mitigate and adapt to climate change
- Create safe and pleasant neighbourhoods
- Enhance educational attainment
- Improve workplace productivity
- Increase property values
- Establish longer term value by ensuring new developments are built to last and can adapt to changing circumstances.

This document supports the principles set out in Policy 10 of the Local Development Plan 2: Design and Placemaking by promoting the creation of high quality buildings and places. It sets out East Dunbartonshire Council's expectations for the design of new development proposals and explains the role of good design in creating successful places. Applying these principles will help to support East Dunbartonshire Council's overall strategic aims and priorities for its people and communities.



### 3 What is Placemaking?

Placemaking is about creating better places by taking a design-led approach to development at all scales. It is a creative, collaborative process that includes the design, development, renewal or regeneration of our urban or rural built environments. The outcome should be sustainable, well-designed places and buildings which improve the overall quality of life for people and are prepared for climate change.

Scottish Planning Policy identifies six qualities common to successful places, as illustrated below. These six qualities have been consistently used by the Scottish Government to promote higher standards of design and sustainable placemaking. They form the basis of the two main national design policy documents - Designing Streets and Creating Places.



- 1. Distinctive:** Reflecting the characteristics of the site and its context in the design of new spaces, streets and buildings to create a sense of place.
- 2. Safe and Pleasant:** Streets and spaces should be appropriately scaled, encourage activity and be overlooked by surrounding buildings.
- 3. Easy to Move Around:** All new developments must be well connected and easy to move around, particularly for pedestrians and cyclists.
- 4. Welcoming:** People are the main users of streets and spaces so new development should be designed to be of a 'human scale' and encourage social interaction.
- 5. Adaptable:** New developments need to be flexible enough to respond to future change in use, lifestyle and demographics.
- 6. Resource efficient:** Successful places strike a balance between the natural and manmade environment, and utilise each site's resources to maximise conservation and amenity.

This guidance promotes these principles by supporting development that is designed to a high quality and which demonstrates the six qualities of successful places.



## 4 Who Is This Guidance For?

This guidance is intended for everyone involved in the design process or who is interested in the quality of the places in which they live, work or visit and it forms part of the Local Development Plan used in determining planning applications. This includes, but is not restricted to:

- Landowners, developers, consultants and architects
- East Dunbartonshire Council employees
- Elected Members
- Local communities
- Key agencies
- The Scottish Government

It is important to note that the guidance set out in this document will be used to inform the decision making process for all development proposals. Failure to comply with this guidance may be used as a reason for refusal, at the discretion of the Planning Authority.



# 5 The Design Process

For national and major developments (and some local developments), the recommended design and application process comprises five stages and relates to all aspects of development - site selection, buildings, structures, streets and spaces.

## ■ Stage 1 – Site and Surrounding Area Appraisal

- Carry out an initial appraisal of the site's context, identity and connections
- Contact the Planning Authority to arrange an initial pre-application meeting and coordinated internal advice including screening and scoping advice on Environmental Impact Assessments and Transport Assessments
- Identify need for a Flood Risk Assessment and Utilities Assessments
- Confirm use of Processing Agreement

## ■ Stage 2 – Identifying the Design Principles

- Agree principles of design with the Council through collaborative pre-application work based on this guidance.
- Scope other key pieces of supporting information required, proportionate to the development proposal\*
- Check if Listed Building, Scheduled Monument or Conservation Area consent is required
- Scope and agree Processing Agreement
- Scope and agree other consultation work required – for example disabled or access groups

## ■ Stage 3 – Design Concepts

- Prepare and present outline designs to the Planning Authority
- Undertake consultation work and early Street Engineer Review and Quality Audit work

## ■ Stage 4 – Final Design Solution

- Final Street Engineer Review and Quality Audit work
- Complete any options appraisal work
- Produce information to articulate the design process, key decisions and final product including plans, visualisations and Design Statement (where appropriate). See PAN 68: Design Statements

## ■ Stage 5 – Submit Planning Application

- Final agreement on proposal and type of supporting information prior to formal submissions (Planning and Roads Construction Consent)

\* e.g. Design and Access Statement, Landscape and Visual Impact Assessment, Preliminary Ecological Appraisal, Ecological Impact Assessment, Tree Survey, Peatland Survey, Habitat/Species Survey, Plan for Landscaping and its management, Drainage and Sustainable Drainage Systems strategy, Integrated Green Infrastructure scheme Roads Construction Consent.



Information gathered through the design process should be used to shape development proposals. The aim should be to gain a full understanding of the key features of the site, its setting and how the proposed development can fit into its surroundings.

In most cases this will require early engagement with the Council and other key agencies, infrastructure providers and local communities. Designers are strongly encouraged to make use of the Scottish Government's [Place Standard tool](https://www.placestandard.scot)<sup>1</sup>, which is a useful resource in helping to understand the various physical and social factors that contribute to successful places.

The Strategic Development Plan and Local Development Plan provide a framework for the design process by setting out the preferred location for new development, set within an overall spatial strategy which directs the right development to the right place. Policy 10: Design and Placemaking of LDP2 requires that all developments are built to a high quality design standard and states that the Council will place design and placemaking at the heart of the decision-making process. This guidance should also be read alongside the key requirements for proposed development sites referred to in the Community Strategies section of the Plan.



<sup>1</sup> <https://www.placestandard.scot>



## 6 Site Appraisal: Creating High Quality Places

It is important to think about the characteristics and opportunities of a proposal from the outset, as this can assist in the creation of high quality sustainable places. As part of the early design process, applicants must think about the three key elements of site appraisal: Context, Identity and Connection, which are fully explained in [Planning Advice Note 83: Masterplanning](https://www.gov.scot/publications/pan-83-planning-advice-note-master-planning/)<sup>2</sup>. For major applications this approach should be set out in the Design and Access Statement.

### 6.1 Context

New developments must be designed to integrate with, and enhance, the existing landscape character. Where new development is located in or adjacent to a Local Landscape Area, particular care should be taken to ensure that development protects and enhances the special qualities for which it has been designated. New development should be designed to make the most of views into and out from the site and to ensure that views to important landscape features are retained within the design wherever possible. Landscape features such as woodland, rivers and burns, and historic buildings and infrastructure - such as the Forth & Clyde Canal Scheduled Monument - should be integrated into site design and loss of mature trees avoided, to help create a distinctive sense of place and maximise the resilience of new communities to climate change. The design must protect and conserve the character of the historic and natural environment.



<sup>2</sup> <https://www.gov.scot/publications/pan-83-planning-advice-note-master-planning/>

## Key Design Considerations

- Location, surroundings and significant views
- Topography and existing site levels
- Historic and natural environment designations and their settings
- Landscape character, features and any special qualities
- Hydrology and drainage (existing watercourses, pressures on watercourses, groundwater, sewer network and soil type)
- Microclimate (wind, sun, orientation, exposure, shelter) and potential for energy efficiency and connection to heat networks
- Areas of natural habitat (extended Phase 1 Habitat Survey) including woodlands, peatland, grasslands, wetlands and/or water environment, trees, hedges, and other flora and fauna (including protected species)
- The public realm - green and public spaces in and around the site (function)



Example Context Analysis – Keystone Avenue site, Milngavie



## 6.2 Identity

Designers must also consider how new development will contribute to the townscape and character of the communities in which the site is located. New development should normally reflect the scale, massing and form of surrounding streets and building styles, materials and colour appropriate to the surrounding landscape character and built form. The density of proposals should be compatible with the established local character. Where there is no distinctive character, developments should demonstrate a coherent and innovative approach to design.

### Key Design Considerations

- Landscape features and framework
- Adjacent uses
- Land ownership boundaries including site area
- Previous site uses
- Green network and well-defined green spaces or open spaces
- Biodiversity enhancement
- Built scale, massing and form of surrounding streets
- Use of sustainable resources, materials and colour tones of surrounding streets
- Boundary treatments which integrate with the surrounding landscape/street



Roman Fields context analysis, Twechar

### 6.3 Connection

Larger scale developments should be based on the principle of a compact and walkable layout. They should be easy to move around for all users and connect well to existing movement networks. Walking, cycling and public transport should be considered the primary modes of travel, making a positive contribution to the overall character of a place, public health, social interaction and to tackling climate change through reductions in carbon emissions. New development must support this by integrating sustainable transport principles, such as good connectivity, priority for road users according to the transport hierarchy, provision of cycle locking facilities, cycle lanes, access to key services, and access to railway stations and main bus stops.

#### Key Design Considerations

- Settlement pattern, pedestrian movement, desire lines, green corridors, core paths, cycle routes, rights of way
- Habitat networks and linkages including open spaces, tree belts, water courses, parks, playing fields, protected habitats
- Water management (streams/areas prone to flooding etc.)
- Identify local services (e.g. schools, shops, health centres) and pedestrian routes to these destinations
- Identify public transport access locations and walking distance from site
- Identify links to the green infrastructure including open spaces, tree belts, water courses, parks, playing fields, protected habitats
- Identify core paths, cycle routes and other designated or well-used pedestrian/cycle routes in and around the site
- Identify surrounding and internal vehicle network, mapping place/movement hierarchies, public transport routes (including frequency) and service routes (waste)
- Identify points of entry to the site for all movement modes in relation to existing destinations and movement routes.





## 7. Active Travel



### 7.1 Making it Easy to Move Around

Good connectivity is essential in establishing welcoming and walkable neighbourhoods. Many people also find it easier to navigate themselves in relation to a key feature or route such as the location of a river or watercourse. Development layouts should assist navigation through the careful design of buildings, streets and spaces to create easily understood routes, particularly for pedestrians and cyclists. Retaining large trees, water features and other natural physical features can form helpful landmarks that people can easily recognise and use to help find their way about.

Masterplans should therefore use landmarks, in particular retaining existing natural features, and design layouts to make it easy for people to find their way around. For example, green infrastructure features are a useful way to form clear and attractive entrances and introduce distinctive features, landmarks and routes into a place.

New developments should also ensure that community facilities are concentrated along key routes and junctions, particularly at the convergence of main routes, railway stations and high-frequency bus routes. This approach also reduces the need for signage and encourages walking and cycling.

Layouts that use excessive curves should be avoided. Short and curved streets may be appropriate where there are topographical or other site constraints, or where there is a need to introduce some variation to the wider urban landscape. Footbridges and subways should be avoided as the ground level must be prioritised for pedestrians.





## 7.2 Pedestrian Infrastructure

Walking is the most sustainable form of transport and all streets should offer a pleasant and high quality walking experience for pedestrians of all ages and capabilities. New developments must ensure that streets and spaces are designed to enable pedestrians to move more freely by reducing traffic-management features and create an environment in which pedestrians are given priority over vehicles. Streets must be designed with a focus on social interaction and treated as interactive places for people to enjoy, rather than simply corridors for the movement of traffic.

Pedestrian crossings, whether formal or informal, are required to follow desire lines, allowing pedestrians to cross at the shortest point and to slow vehicular traffic. Pedestrian routes should be as near to level as possible along their length and width. Longitudinal gradients should be no more than 5%, although steeper gradients may be considered in exceptional circumstances.

Active travel networks, such as paths and cycle ways, can provide safe, attractive and convenient off-road routes for walkers, cyclists and joggers away from vehicles and emissions. The inclusion of these networks, particularly linking to wider adjoining routes, should be provided wherever there is scope to do so and should take place at the initial and master-planning stages of a proposal. This ensures the design and layout can be most easily adapted to create active travel routes and safer places. Active travel routes should be designed in a way that maximises their habitat and amenity value, contributing to the wider green network.



Pedestrian desire line, Lenzie Station



### 7.3 Cycle Infrastructure

Cycle infrastructure must be provided within development sites and sites should be linked to existing active travel routes. As with pedestrians, cyclists will follow their desire line and routes that require them to concede to side street traffic are less likely to be used. Cyclists should generally be accommodated on the carriageway. However where traffic volumes and speeds are high, cycle lanes or off-road shared use paths may be required. Where cyclists are to be facilitated on roads, junctions should be designed to promote slow motor-vehicle speeds, including short corner radii as well as vertical deflections. This is crucial as the design of junctions affects the way motorists interact with cyclists. Cyclists should be considered customers in the transportation network – if quality requirements are met, they will return to use the facilities again, and more cyclists will be encouraged to use routes.

[Cycling by Design](#)<sup>3</sup> (2010) sets out the key principles of design for cycling provision, which should be considered by designers, preferably through a Design and Access Statement:

**Safety:** Design must minimise the potential for actual and perceived accident risk. Perceived risk is a key barrier to cycle use and users should feel safe as well as be safe. Cycle shelters should be located within visible areas.

**Coherence:** Cycling infrastructure is required to form a coherent network which links origins and destinations. Coherence is about giving people the opportunity to access places by bicycle and to integrate cycling with other modes of travel. Routes should be continuous from an origin to a destination, easy to navigate and of a consistently high quality.

**Directness:** Cyclists must be offered as direct a route as possible based on existing and latent trip desire lines, minimising detours and delays. It should be recognised that directness has both geographical and time elements, and delays at junctions and crossings as well as physical detours will affect use.



**Comfort:** Routes must minimise the mental and physical stress required. Routes should meet surface width, quality and gradient standards, and be convenient - avoiding complex manoeuvres. Non-sports cyclists prefer sheltered, smooth, uninterrupted, well-maintained surfaces with gentle gradients.

**Attractiveness:** Routes should complement and where possible, enhance the area through which they pass. The treatment of sensitive issues including lighting, personal security, aesthetics, environmental quality and noise are important considerations in this requirement. The perception of a route is important, particularly in attracting new users.

Cycle infrastructure will be expected to comply with both Cycling by Design and Designing Streets, and designed in harmony with its surroundings in such a way that the whole experience makes cycling an attractive option.



<sup>3</sup> <https://www.transport.gov.scot/publication/cycling-by-design/>



## 7.4 Bus Infrastructure

Bus routes and stops form key elements of the walkable neighbourhood and, for residential schemes, the principal streets should be accessible to public transport, with all streets on potential bus routes required to be no less than 6m wide. Major retail, business, industrial and employment proposals will also be expected to include access to bus routes. When considering the road width required for the movement of buses, the frequency and the likelihood of two buses travelling in opposite directions meeting each other on a route must be taken into account.

Bus stops should normally be located on-street rather than lay-bys, unless otherwise requested by the Planning Authority. In all cases they must be easily accessible by pedestrians of all abilities and compliant with the Equality Act 2010. Where required, footways at bus stops may require widening to allow for pedestrian movement.

The most appropriate design, location and direction of a shelter should be agreed with the Planning Authority and transport partnership or whoever assumes responsibility for maintenance of the shelter post installation. Bus shelters should also take account of the prevailing weather wherever possible and direction of installation should consider this in order to maximise the shelter's effectiveness. Bus stops (and shelters) may require additional infrastructure such as tactile paving and raised kerbs for assisted bus boarding, to be agreed on a case-by-case basis.





# 8 Road Layout and Street Design

## 8.1 Level Surfaces

Streets and footways must be designed to be inclusive and encourage walking as much as possible. For major residential developments where the traffic environment will be relatively calm, these spaces should be created by using 'level surfaces' across the street surface that are not physically segregated by kerb or level differences. These spaces must also minimise street clutter - for example by erecting fewer traffic signs, only using guard rails when absolutely necessary and minimising the use of road markings. This will encourage motorists to drive more slowly and respond directly to the behaviour of other street users.

The key aims of level surfaces are to:

- Promote social interaction
- Encourage low vehicle speeds
- Enable pedestrians to move more freely
- Make it easier for people to move around, particularly wheelchair users and people using wheeled equipment such as prams

Control of car parking needs to be considered in level surface areas. Car parking must be organised to deter cluttered streets and sufficient provision, including the provision of disabled parking spaces, should be allocated around a scheme to ensure that parking is distributed evenly and clearly.

## 8.2 Designing for the Visually Impaired

The following characteristics of street design must be considered from an early stage so that the particular requirements of people with visual impairments are properly met:

- Predictable, straightforward routes with a logical layout
- Smooth, even paving
- Streets free from obstruction
- Outdoor seating arrangements which maintain accessibility for all street users
- Signal-controlled crossings on busy roads
- Visual contrast and good quality lighting
- Mini roundabouts - in exceptional circumstances within residential areas, where they cause less deviation.



Residential level surface



Pedestrian junctions must be designed for all potential users

## 8.3 Street Layouts and Junctions

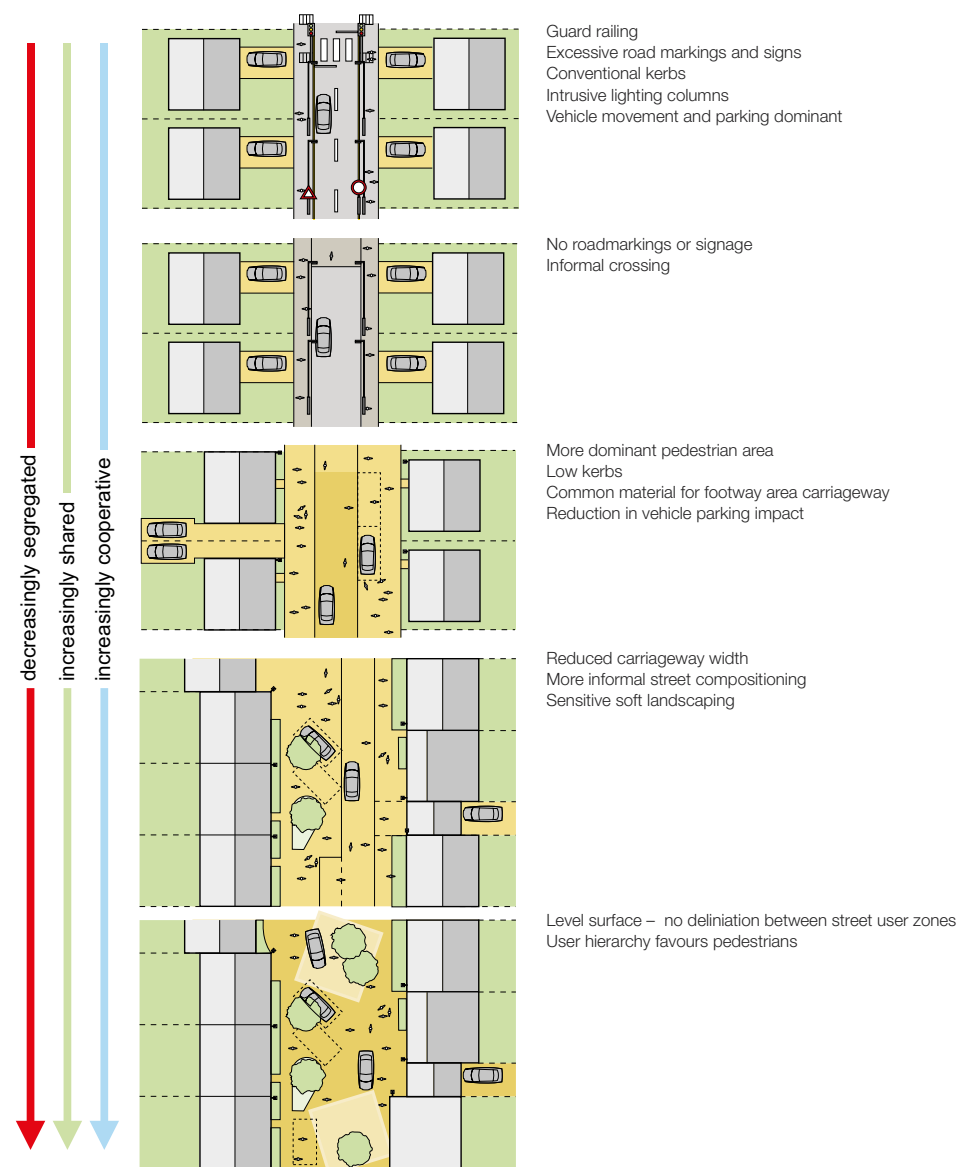
Proposals that include new or altered road layouts or junctions will be expected to contribute towards the creation of better quality, more attractive and safer built environments. National guidance for road layout and junction design is set out in the policy document Designing Streets (2010) and the Council expects applicants to incorporate the principles and standards set out in this document. This includes the following key principles which must be applied when considering development proposals:

- Pedestrian-friendly street hierarchies that have a range of facilities within five minutes (or approximately 400m) walking distance of residential areas
- Layouts which reduce vehicle speed, and encourage walking and cycling
- Incorporation of public transport needs
- Integrated and varied parking to reduce visual impact.

Street junctions and crossings must be designed to prioritise the needs of pedestrians, and should also reflect the local context and urban form. The Council expects the following key principles for junctions and crossings to be observed:

- Consideration should be given to the raising of crossings, of whichever type, to footway height where possible. Footway surfacing of contrasting colour should be used to demonstrate pedestrian priority and tactile paving should be used to indicate the change in condition to visually-impaired pedestrians
- Pedestrian refuges and kerb build-outs, used separately or in combination, effectively narrow the carriageway and so reduce the crossing distance
- Footbridges and subways should be avoided; they are usually unsuccessful and create hostile environments – the ground level should be prioritised for pedestrians
- Pedestrian desire lines should be kept as straight as possible at side-street junctions. Small corner radii minimise the need for pedestrians to deviate from their desire line

Overall, design should be used to influence driver behaviour to reduce vehicle speed to levels that are appropriate for the local context and deliver safe streets for all. As a general rule of thumb, all new residential streets should be designed with a maximum speed of 20mph in mind.



Street design hierarchy, Designing Streets





Key features of street design and road layout

## 9. A Safe and Attractive Public Realm

### 9.1 Public Spaces

Places can be enhanced by the inclusion of high quality public spaces and green infrastructure features. Public open spaces must be well-located, at the heart of developments and linked to the wider green network or well used routes.

A square or space will not be successful unless it is aligned with the potential activities of a place and the building forms - the design of squares and spaces, both small and large, must therefore respond to the local context. Public spaces must be easily accessible by both pedestrians and cyclists, and connected to public transport infrastructure. All public spaces must include an appropriate amount of seating, particularly close to shops and restaurants. Seating can be either formal (e.g. benches) or informal (e.g. low walls, public art installations etc.) but should be safe, comfortable and welcoming in all cases.

Green infrastructure can greatly enhance public spaces and should form a core aspect of the design process. In addition to contributing to air quality and helping to ease temperatures in the summer, vegetation and planting has the power to humanise urban areas and improve health and wellbeing by encouraging people to spend more time outdoors. In addition, trees, plants and flowerbeds act as carbon sinks and can assist with urban drainage and maintenance of biodiversity.

### 9.2 Natural Surveillance

Spaces and routes must also be overlooked by buildings and streets, and respond to the topography and climate of the local area. This provides natural observation from residents, pedestrians and passing motorists. It also encourages people to use these places as they are more likely to feel safe and comfortable. Green infrastructure features can provide stimulating opportunities for physical activity, and places to enjoy sport and recreation. Designs must create attractive places that are easily accessible to all - regardless of age and ability. These spaces must be carefully located to avoid creating secluded or dark areas, with landscaping being carefully planted to achieve these aims. It is expected that lighting is provided along paths to help reduce crime, provide reassurance and make areas more welcoming at night.



Green infrastructure can double up as informal seating (Lenzie)



### 9.3 Public Art

Public art can be an effective way of improving the quality of the public realm through the integration of art with landscape, architecture and urban design. It aims to integrate artists' ideas and visions into the process of creating new and regenerated spaces and buildings through considered placemaking. Successful public art can:

- Strengthen a place's identity, making it more appealing
- Provide cultural engagement through artist and community-led projects
- Encourage tourism and more visitors across local communities
- Reduce crime and vandalism by creating a sense of place, local ownership and civic pride
- Celebrate cultural heritage through creativity and innovation.

The approach to public art should be considered as part of the site appraisal and will vary depending on a scheme's nature, design, scale and end use. Public art can, for example, include sculptures, paintings, murals and integrated or functional design elements, such as lighting, landscaping, fencing, seating, floor designs and signage. In developing public art, designers should collaborate with artists, the Planning Authority, local businesses and community groups. It is important that the development of public art is appropriate to the scheme and its location, both in terms of public usage and design context. Local businesses must be consulted where major installations are proposed.



Public Art can create a sense of identity and distinctiveness

Developers will be expected to consider several criteria when making provision for public art in the design process, especially with regard to community engagement, location, safety, materials and maintenance. Any provision for public art should be visible and accessible to the public. Consideration should be given to the use of recycled or sustainable materials that are durable and require minimum maintenance. Management and maintenance arrangements for public artworks should also be integrated into any schemes and they should be designed in such a manner as to avoid placing future resource burdens on public bodies.





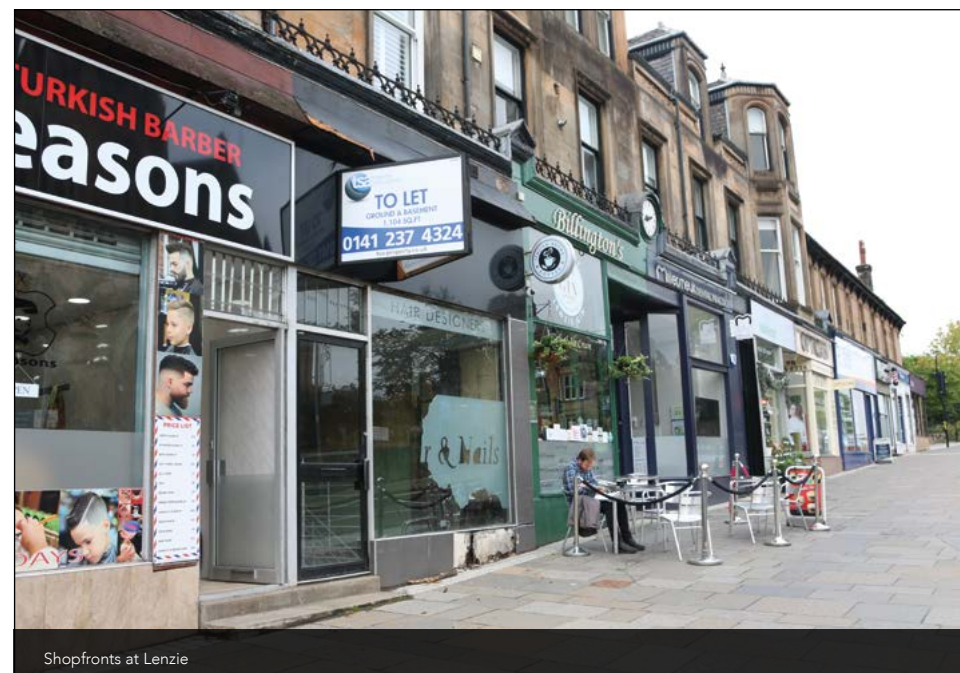
## 10. Supporting Town Centres

All development proposals within town centres will be expected to contribute to a vibrant and attractive environment, in which it is pleasant to walk around and spend time. This can be a critical factor in positively influencing people's choices and habits to spend more time in town centres. It is expected that all new proposals contribute to creating a better balance between vehicles and pedestrians, rather than by excluding vehicles completely, as town centres will attract more people if they are easy to move around in and affordable to get to, using a range of transport modes.

The LDP supports a mix of uses in town centres, with a preference for high footfall business or retail uses on the ground floor to generate street activity and residential uses above to provide informal surveillance and a mix of activity throughout the day. A strong hierarchy of usable, well-defined public and private open spaces, and pedestrian/cycle routes should be incorporated in new development

### 10.1 Active Frontages

Buildings fronting onto main streets and spaces benefit from having active frontages. The doors to shops, businesses and public buildings are best located so that people can come and go directly off the street and they are accessible to people of all abilities. While this is commonly implemented for cafes, restaurants and shops, it is also important that businesses, leisure facilities and residential developments have front doors onto the street, windows and activation of the ground floor. The Council will also be supportive of outdoor seating arrangements associated with cafes, bars and restaurants, provided these do not unduly impede pedestrian movement or have an adverse effect on the streetscape.





## 10.2 Shop Fronts

As shop fronts are the dominant visual element of townscapes within town centres, the Planning Authority will seek to protect the character and features original to the building. The following principles must be adhered to:

**Signage** – The size of any shop sign should be related to the scale and form of the building on which it is displayed. Preference will be given to signs with individual illuminated letters and fascias illuminated by down lighters. Further detailed guidance can be found in separate planning guidance on Advertisement Control.

**Fascias** - The original fascia level should be retained or reinstated as this is usually carefully proportioned to the overall design. Where the original fascia has been covered over or altered, a return to the original dimensions is essential.

**Shop Security** - In cases where roller shutters or other window coverings are proposed, they should be more than 50% open. Coated grille-types are preferred, as are internal roller shutters. In all cases, roller shutters should be concealed behind fascias, and should not result in the fascia protruding beyond the existing plane. Externally stored roller shutters will not be permitted.

**Pilasters** - A pilaster helps to separate the design of individual shop fronts from each other, giving each one a separate identity. Glazing in shop fronts may extend up to but not over the pilaster.

**Stallrisers** - Stallrisers are the blank areas of wall below shop windows. They are useful from a practical as well as a design point of view. In most cases, retention or reinstatement of a stallriser would be appropriate, particularly on more traditional properties.

**Doorways** - Cognisance must be taken of neighbouring door positions and any proposed door position should be commensurate with the existing street scene. The preference is always to retain the traditional door position.

**Materials** - All materials must be appropriate to the area and generally in keeping with their surroundings. Traditionally designed timber shop fronts are preferred in conservation areas and townscape protection areas.

**Canopies** - Canopies must be appropriate to the building, particularly in conservation areas and on listed buildings. They should be hidden from view when closed and conform to the Roads (Scotland) Act 1984 in terms of safe heights above pavements. Canopies that include advertisements may require planning permission.



### 10.3 De-Cluttering

Public spaces within town centres are often affected by visual clutter such as traffic signage, multiple poles for lighting and traffic lights, bins, and pedestrian barriers. This is damaging to the attractiveness of town centres and proposals should avoid this where possible. New development within town centres must ensure that streets and spaces are simplified and uncluttered, using good quality and durable materials.

The Planning Authority will expect proposals, strategies and masterplans to consider the following measures to de-clutter our town centres:

- Removing or relocating freestanding signage
- Removing bollards and pedestrian barriers
- Reducing bin numbers and locations
- Encouraging slower speeds, avoiding the use of speed limit signs where possible, as this can be encouraged with other measures
- Removing road signage that is out of scale and only replacing if absolutely necessary, with signs appropriate for slow speeds
- Avoiding the use of multiple poles for different uses
- Designing lighting columns to be of an appropriate scale for street, rather than road, use



Cowgate, Kirkintilloch - good design can encourage lower traffic speeds and improve pedestrian movement



# 11. Protecting the Historic Environment

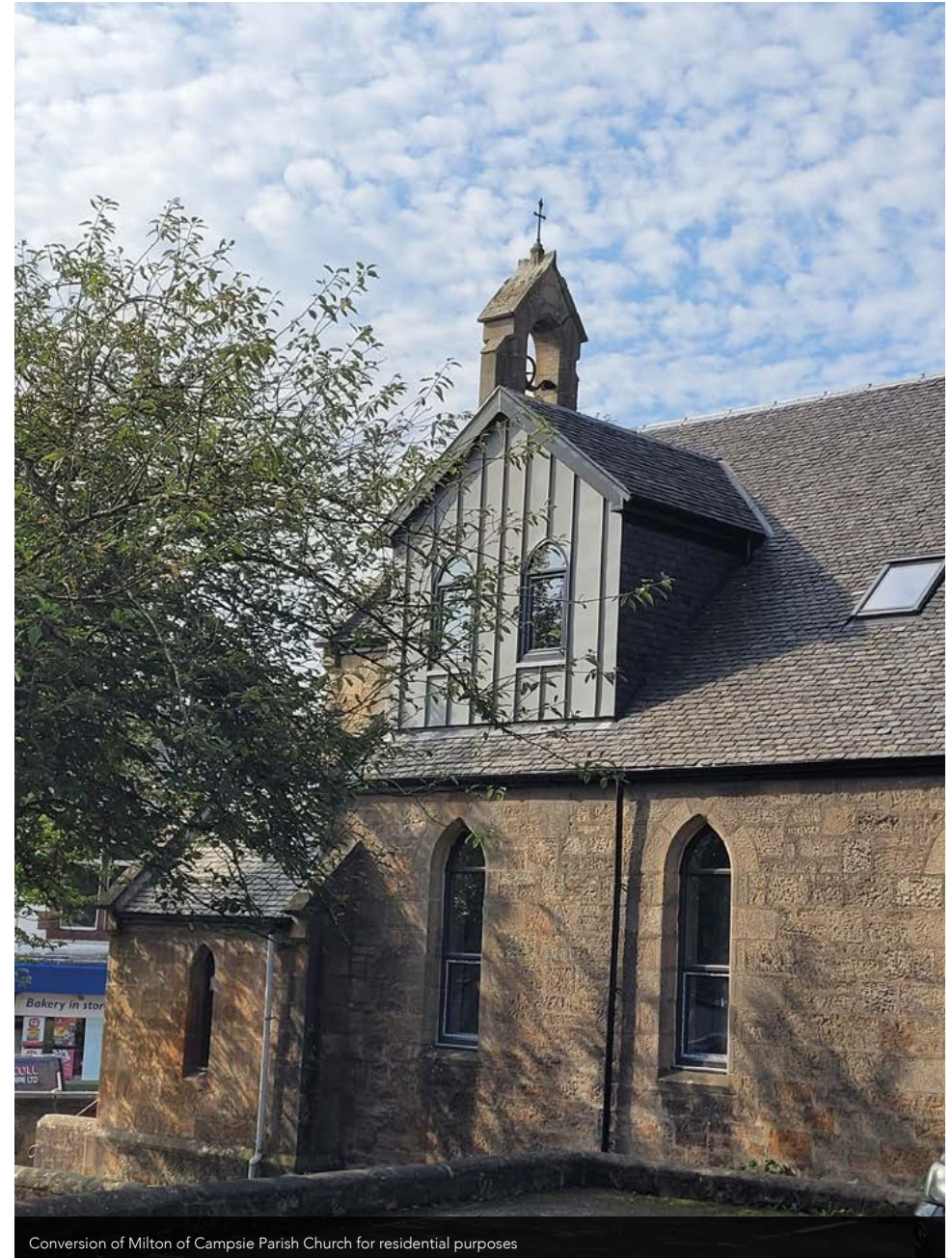
East Dunbartonshire benefits from a high quality historic environment including: the Frontiers of the Roman Empire (Antonine Wall) World Heritage Site and its setting buffer zone, Scheduled Monuments, listed buildings, conservation areas, townscape protection areas, gardens and designed landscapes and local archaeological sites. Where developments are proposed within these areas, or affect their curtilage and setting, applicants should be aware that the proposals will be subject to additional scrutiny to ensure that they respect the context and history of the site.

Historic buildings and features are often important landmarks because their distinctive character contributes strongly to the identity of an area. New design should consider ways to enhance or protect their function as landmarks. In some instances new designs might provide the opportunity to create new vistas towards landmarks or restore older views that have been lost or compromised.

The sensitive use of appropriate colour, texture and pattern of materials, whether traditional or contemporary, is also an important factor in the decision making process. Proposals will be expected to consist of high quality materials ('like-for-like' in the case of listed buildings) that reflect and contribute positively towards the urban form.

Similarly, new design must consider and respond to the historical context of the surrounding area. For example, analysis of historical maps along with archive material and published sources are very useful analytical tools to understand the historical development of a place. High quality, sustainable materials that are well detailed and finished will normally be expected of all new proposals within these areas. This information should be set out in a Design and Access Statement, as part of the context appraisal.

For further advice and guidance, please refer to the separate planning guidance on the Historic Environment, together with the relevant Historic Environment Scotland Managing Change Guidance Notes and their Policy Statement. Applicants will be expected to apply the guidance set out in relevant HES Managing Change notes.



Conversion of Milton of Campsie Parish Church for residential purposes

## 12. Protecting and Enhancing the Natural Environment

### 12.1 Landscape Assessments

The design of development, particularly on the edge of settlements, must protect and enhance the overall landscape character of the area and any landscape features on and adjacent to the site. Development proposals will be expected to provide sufficient information to allow a Landscape Assessment to be carried out, to ensure that a site has the capacity for a particular form of development and is acceptable in landscape and visual terms. The level of detail required will be dependent upon the site and development type. The following steps provide a guide:

Step	Action	Guidance
1	Establish the landscape character type and local landscape character unit that covers the site, and note the key characteristics and features. Note the capacity of the landscape to accommodate development and its sensitivity to change arising from different types of development. Development must fit within the wider landscape and vegetation patterns. Key views towards the proposed development from the wider area must be considered from the outset so that the design can respond as appropriate.	East Dunbartonshire Landscape Capacity Assessment
2	Identify whether the site is covered by a Local Landscape Area, or buffer. Note the special qualities of the Local Landscape Area set out in the Natural Environment Planning Guidance. Any development must respect these special qualities.	East Dunbartonshire Local Development Plan
3	Identify where a site lies within a designated Local Garden and Designed Landscape, or Frontiers of the Roman Empire (Antonine Wall) World Heritage Site buffer zone. Note its key features, landscape components and importance as described in the survey.	East Dunbartonshire Local Development Plan, Frontiers of the Roman Empire (Antonine Wall) World Heritage Site Supplementary Guidance.Survey of Historic Gardens and Designed Landscapes in East Dunbartonshire (2006)
4	Identify where a site lies within the green belt and/or what parts of the green network are on or adjacent to the site or within 840 metres (approximately ten minutes walk) of the site. Identify if there is a Strategic Green Network Action Area within 2km of the site.  The design of the site should protect and enhance the green network on, adjacent to or within walking distance of the site. Developer contributions can be required at planning application stage for off-site work.	East Dunbartonshire Local Development Plan. East Dunbartonshire Green Network Strategy.
5	Establish whether the site has been identified as having landscape capacity for future development in a Landscape Capacity Assessment.	Local Development Plan Proposed Plan Evidence Report 3 – Site Assessments



Step	Action	Guidance
6	<p>Identify any settlement[s] in proximity to the site. Note the settlement's form, scale, pattern, setting and any distinctive features. Note how the site relates to the existing settlement edge. Consider whether development changes the sense of arrival to the built up area. Does the site have features that could form a strong new edge to the countryside beyond?</p> <p>New design should always respond to the wider landform in terms of views, settlement pattern, drainage and long term growth. New development must form a logical addition to the area-wide pattern of the settlement, in terms of distribution and form, whether in the urban or rural context.</p>	<p>Sources of information are site survey &amp; analysis, GIS [satellite images and mapping], East Dunbartonshire's landscape capacity assessment.</p> <p>Findings should be presented in analysis drawings as part of a Design and Access Statement.</p>
7	<p>Identify, map and describe physical aspects or features relevant to future development of the site, such as trees, woodland, hedges, parkland, steep slopes, rocky outcrops, skyline, ridges, watercourses, buildings and structures. This includes elements on adjoining land that may be affected by a development proposal, such as woodland trees. The nature of edges and boundary treatments is of particular importance. Note existing features that could influence layout and design e.g. contribute to a sense of place/ provide screening for future development.</p>	<p>Sources of information are site survey &amp; analysis, GIS [satellite images and mapping]. Findings should inform design proposal and should be presented in analysis drawings as part of a Design and Access Statement.</p>
8	<p>Assess the impact of the development proposal on the landscape as a resource in its own right, using methodology consistent with Guidelines for Landscape and Visual Assessment 3rd Edition [2013, Landscape Institute and EIMA].</p>	<p>Sources of information are site survey &amp; analysis, GIS [satellite images and mapping] and points 1-6 above.</p> <p>Findings should be presented in a Landscape and Visual Assessment, provided by a landscape professional</p>
9	<p>Assess the visual impact of the development proposal using methodology consistent with Guidelines for Landscape and Visual Assessment 3rd Edition. Identify the key receptors and how the proposal affects general visual amenity as well as specific views from established local viewpoints and public routes passing the site.→</p>	<p>Sources of information are site survey &amp; analysis, GIS [satellite images and mapping] and points 1-6 above.</p> <p>Findings, including visualisations, should be presented in a Landscape and Visual Assessment, provided by a landscape professional</p>
10	<p>Propose landscape mitigation measures to prevent, avoid, reduce and compensate for any adverse landscape and visual impacts and, where possible, landscape enhancement to improve the landscape of the site. The impact of mitigation should not result in adverse effects on landscape form or biodiversity.</p>	<p>Information should be incorporated in design proposals and described as part of a Design and Access Statement.</p>

## 12.2 Green Infrastructure and Networks

Green infrastructure must be designed as an integral part of new development, within the context of the site's setting and of the habitat and access networks surrounding it, linking to adjacent areas. Green infrastructure is defined by Scottish Planning Policy (SPP) as:

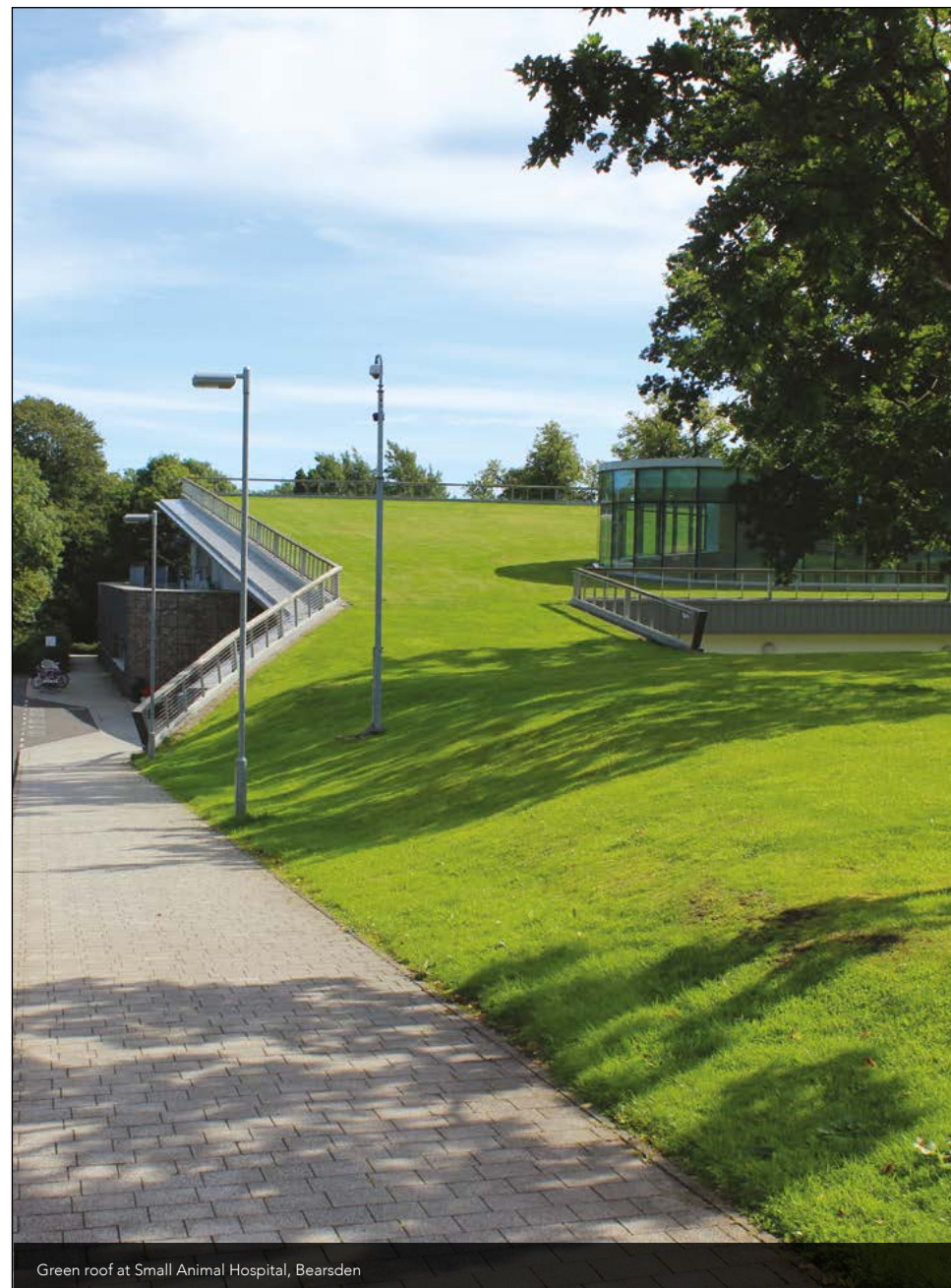
*"the 'green' and 'blue' (water environment) features of the natural and built environments that can provide benefits without being connected. Green features include parks, woodland, trees, play spaces, allotments, community growing spaces, outdoor sports facilities, churchyards and cemeteries, swales, hedges, verges and gardens. Blue features include rivers, lochs, wetlands, canals, other water courses, ponds, coastal and marine areas including beaches, porous paving and sustainable drainage systems".*

Well planned green infrastructure plays an important role in supporting biodiversity, and providing opportunities for healthy, active lifestyles. It can also contribute to places that are more adaptable to the increasing challenges of climate change. Green infrastructure measures can include the provision of shelter, active travel routes, sustainable drainage, reduction of flood risk, food production opportunities and mitigation of pollution. Linking these green infrastructure elements together to form green networks provides combined benefits and are a hallmark of sustainable, liveable communities. It is expected that all new development incorporates high quality green infrastructure which links with the surrounding green network.

Applications for new development will be expected to include proposals to enhance the green network, which deliver improved conditions for active travel, enhance biodiversity compared to the existing use of land, and can demonstrate a contribution to improved resilience to climate change while not contributing to flood risk or deterioration of the status of water bodies and water courses.

Site masterplans and landscape frameworks will be expected to ensure that existing habitat networks are continued through the development site and enhanced through a landscape framework that incorporates appropriate habitat types such as woodland, wetland and grassland that strengthen existing networks.

Good access to the surrounding green network must be provided, including access to surrounding paths and cycleways. Making it easy to access the network will encourage its use for short journeys, providing a convenient alternative to cars, helping to reduce emissions and promoting active lifestyles. Where there is a local need for allotments or a community growing space, as identified in the Council's Community Food Growing Strategy, there may be a requirement for appropriate facilities to be provided as an integral part of new development.



Green roof at Small Animal Hospital, Bearsden



### 12.3 Sustainable Drainage Systems (SUDS) and Water Management

It is important that proposals are designed in a way that can adapt to climate change. This includes designing green infrastructure to attenuate high rainfall on site, thereby reducing flood risk downstream. Provision of green infrastructure also absorbs rainfall through planting, provides water and cools the surroundings of buildings in summer.

Designers will be expected to adopt a precautionary approach to flood risk from all sources, by locating development away from functional flood plains and medium to high risk areas in the first instance.

Surface water flooding can also be addressed using SUDS, buffer strips and innovative landscapes wherever they are a possibility to address flood risk issues arising from development.

SUDS work on the principles of: managing surface water run-off on-site as near to source as possible; slowing down run-off; treating it naturally; and releasing good quality surface water to watercourses or groundwater. Keeping surface water on the surface increases the capacity for flood storage, provides easy access for maintenance and is cheaper to construct. Moreover, the end design solutions can become attractive amenity features within the development, and provide wildlife habitats.

Where SUDS are included as part of a development, the principles of safety by design should be embraced, for example gentle side slopes and shallow shelves within ponds and wetlands. Careful design can help to minimise or design out risks so that SUDS features pose little or no risk. Engineered solutions should only be considered where a health and safety risk assessment identifies a clear need.

Further guidance can be found in the [Council's Flooding and Drainage development guidance](#)<sup>4</sup> document.



SuDS pond



Example of basic above ground SuDS measures, Bearsden

4 <https://www.eastdunbarton.gov.uk/residents/flooding>

## 12.4 Open Space, Landscaping and Maintenance

The applicant will be expected to demonstrate how the range of open space and green network considerations, set out in Table 1 below, has been addressed in the layout of the site or through off-site Developer Contributions. Further guidance is set out in the Supplementary Guidance on Developer Contributions.

**Table 1 - Open Space and Green Infrastructure Requirements**

Type of development	Accessibility to Open Space and the Green Network		Open Space, Green Network and Other Green Infrastructure Requirements
For up to 5 residential units	n/a	n/a	<ul style="list-style-type: none"> <li>No play space or open space required on site. No off site contribution required.</li> <li>Green infrastructure should be provided on site.</li> </ul>
For between 6 and 49 residential units (a local development)	Is the site within 400m walkable distance of an existing equipped play space, multifunctional open space and/ or green network and is the route to be walked safe and attractive?	Yes	<ul style="list-style-type: none"> <li>Developer Contribution (contribution) to the upgrade of existing open space of local importance (if within 400m)</li> <li>Contribution to the upgrade of existing open space of neighbourhood importance and/or green network (on site and/or within 840m)</li> <li>Provide other green infrastructure on site</li> </ul>
		No	<ul style="list-style-type: none"> <li>Provide play space on site in accordance with specifications set out in the Guidance for Outdoor Sport and Play: Beyond the Six Acre Standard(Fields in Trust, 2020)Multifunctional open space to be provided on site, 60m2 per residential unit</li> <li>Contribution to an open space of neighbourhood importance and/or green network opportunity (within 840 m of the site)</li> <li>Provide other green infrastructure on site.</li> </ul>
For 50 or more residential units (a major development)	Is the site within 400m walkable distance of an existing equipped play area, multifunctional open space and/ or green network and is the route to be walked safe and attractive?	Yes	<ul style="list-style-type: none"> <li>Contribution to upgrade of equipped play areas (within 400m) in accordance with specifications set out in the Guidance for Outdoor Sport and Play: Beyond the Six Acre Standard (Fields in Trust, 2020)</li> <li>Contribution to the upgrade of existing open space of local importance (within 400m). Alternatively multifunctional open space to be provided on site, 60m2 per residential unit</li> <li>Contribution to the upgrade of existing open space of neighbourhood importance and/or green network (on site and/or within 840 m of the site).</li> <li>Contribution to a strategic green network opportunity and/or the upgrade or improvement of an open space of regional importance (within 2km of the site).</li> <li>Contribution to off-site sports pitches if appropriate</li> <li>Provide other green infrastructure on site</li> </ul>
		No	<ul style="list-style-type: none"> <li>Provide equipped play space on site in accordance with specifications set out in the Guidance for Outdoor Sport and Play: Beyond the Six Acre Standard(Fields in Trust, 2020)</li> <li>Provide multifunctional open space on site, 60m2 per residential unit</li> <li>Contribution to an open space of neighbourhood importance and/or green network opportunity (within 840m of the site)</li> <li>Contribution to a strategic green network opportunity and/or the upgrade or improvement of an open space of regional importance (within 2km of the site)</li> <li>Contribution to off-site sports pitches if appropriate</li> <li>Provide other green infrastructure on site</li> </ul>



Type of development	Accessibility to Open Space and the Green Network		Open Space, Green Network and Other Green Infrastructure Requirements
For employment and business, retail or another non-residential use.	Is the site within 400m walkable distance of multifunctional open space and/ or green network and is the route to be walked safe and attractive?	Yes	<ul style="list-style-type: none"> <li>• Contribution to the enhancement of open spaces and/or the green network (on or off site)</li> <li>• Provide other green infrastructure on site.</li> </ul>
Resulting in a loss of an open space or part of the green network	n/a	No	<ul style="list-style-type: none"> <li>• Provide multifunctional open space and other green infrastructure on site</li> <li>• Contribution to the enhancement of an open space and/or the green network off site</li> </ul>
		n/a	<ul style="list-style-type: none"> <li>• Provide and enhance multifunctional open space and other green infrastructure on site</li> <li>• Contribution to the enhancement of an open space and/or the green network (if a housing development site within 840m)</li> <li>• Contribution to the enhancement of an open space and/or the green network (off site if other development type)</li> </ul>

The location of open space must integrate with the green network to provide a multifunctional space with access, play, biodiversity and landscape value. Small to medium scale street trees and hedges should be considered for gardens or streets, particularly the south and west side, where they can offer shading in summer and shelter in winter. They are of particular value in busier streets where they also absorb carbon dioxide and dust from vehicle movements and buffer noise. Permeable surfaces should be used in car parking areas as sustainable drainage for rain water.

Further information on the protection and enhancement of biodiversity is provided in the Planning Guidance on the Natural Environment. Native, species-rich varieties should be selected to enhance biodiversity and strengthen habitat value and advice on appropriate species is available from the Council's Biodiversity Officer on request. It is expected that existing hedges and trees are retained and incorporated into the landscape framework of new development.

Ensuring long-term stewardship of open spaces, biodiversity, sustainable drainage and areas of landscaping is key to ensuring good quality provision. Development which includes open spaces and areas of biodiversity and or landscaping should submit management plans as part of a planning application. This will ensure that the maintenance requirements of proposals can be managed and maintained in the medium and long term. Long-term management should be considered as part of the design process, informing the detail of proposals. Long-term maintenance should be carried out by landowners or factors, alternatively the Council can do this but it will require a payment for 25 years maintenance costs.

## 13. Waste and Recycling

All new development should be designed to allow for the collection and storage of waste, including sites for recycling bins and bin storage areas which are convenient to access and screened from public view. Residents should not be required to carry waste more than 30 m (excluding any vertical distance) to the storage point.

For residential proposals, this should include appropriate space for storage of the following bin container types and sizes:

Individual properties (excluding flatted developments)	Flatted developments (no of bins per dwelling)
2 x 140 litre bin containers	1 x 240 litre (paper and card)
2 x 240 litre bin containers	1 x 240 litre (cans plastic bottles, glass)
	1 x 240 litre (garden waste, where appropriate)
	1 x 240 litre (non-recyclable) or 1100/1280 litre communal

For flatted developments, non-recyclable and recyclable waste material from flatted properties should be stored in, and collected from, communal containers where possible.

Development should allow for access of waste collection vehicles and suitable kerbside collection points for the collection of bins. BS 5906: 2005 recommends a maximum reversing distance for refuse vehicles of 12 m. Longer distances can be considered, but any reversing routes should be straight and free from obstacles or visual obstructions.

The Council will consider how the proposals minimise the production of waste, such as:

- Minimising construction waste through use of Site Waste Management Plans, targets for waste reduction and use of segregated recycling
- Minimising operational waste in employment and business, community facility or retail development through provision for recycling bins, on-site composting and integration into community recycling facilities.

## 14. Broadband and Digital Infrastructure

Electronic communications infrastructure is an essential component of economic growth, and the Council is supportive of appropriate development which helps deliver Scotland's ambitions to achieve world-class digital connectivity. For telecommunication proposals, applicants will be required to minimise the visual impact of proposed installations and its cumulative effects. This can be achieved through the installation of small-scale equipment, concealing or disguising equipment, mast sharing, site sharing or installing on existing buildings or other structures where appropriate. The siting of equipment must not have an adverse impact on the natural or historic environment.

Use of existing masts, buildings and other structures for new electronic communications capability (including wireless) should be encouraged. Where new sites are required (such as for new 5G networks, or for connected transport and smart city applications), equipment should be sympathetically designed and camouflaged where appropriate. In particular, any equipment or necessary infrastructure should be of a scale to reflect surrounding street furniture and have a streamlined, uncluttered appearance.

Guidance on the installation of such infrastructure in new domestic developments can be found in the UK wide document [Next Generation Access for New Build Homes Guide](https://www.gov.uk/government/publications/pas-2016-2010-next-generation-access-for-new-build-homes-guide)<sup>1</sup>.

<sup>1</sup> <https://www.gov.uk/government/publications/pas-2016-2010-next-generation-access-for-new-build-homes-guide>



# 15. Residential Development

## 15.1 General Principles

Good quality housing is a fundamental requirement of strong and healthy communities. Details that may seem insignificant in isolation, such as orientation; colours; shapes; heights; materials and access to public and play spaces, collectively create better development that supports our wellbeing, and should form part of the design process. All new housing developments must integrate well with their immediate environment, and seek to enhance the character of the surrounding area through their layout and design.

The Local Development Plan promotes diverse communities with a range of housing types and sizes, which in many cases will result in high-density development. This allows for the most effective use of centrally located urban land. In terms of density and layout, housing developments must:

- Align with and prepare for the '20 minute neighbourhood' principle by ensuring that the key services and facilities required by local communities are highly accessible
- Comprise a range of house types and sizes that reflect the local context
- Support the clustering of services, public transport and local facilities
- Allow for the principle that houses can be extended without requiring planning permission
- Respect the natural topography and retain existing site levels, but without excessive retention.

Higher densities may be acceptable where this would not detract from the character of the surrounding area, the design is satisfactory in terms of this guidance and the site is in a location accessible by public transport. Within Conservation Areas and Townscape Protection Areas, density and character being in keeping with the surrounding environment is particularly important.

Designers should refer to Planning Advice Note 67: 'Housing Quality' for detailed advice on the design of new housing, including the use of an 'urban design toolkit'.

## 15.2 Garden Size and Open Space

Gardens should reflect the size and type of dwelling proposed, the size of plot and the general character of the area in which the development is located. The minimum standard for non-terraced properties is 40 square metres of private garden per bedroom (or potential bedroom). This minimum area should be achieved in tandem with private garden ground to the rear of each house being a minimum of 9m in length to ensure adequate privacy and scope for future extension. Private garden ground is the garden ground normally located to the rear of the dwelling house, i.e. behind the main rear wall of the dwelling, and is substantially enclosed. Side garden ground will not normally be counted as contributing to rear garden ground, unless the width of the side garden is greater than 3m.

All flatted developments should have sizeable provision of open space in order to have amenity and drying green areas. Whilst higher densities in flatted developments may be permitted as compared to other housing developments, this will not be considered to be justification to reduce amenity space. The minimum standard that should be met at all flatted developments is 20 square metres per bedroom (or potential bedroom) of open or amenity space which offers reasonable privacy (from casual overlooking) for the residents.

All gardens should be reasonably level (not having a gradient exceeding 25 degrees), and suitable for domestic requirements such as the drying of laundry and the storage of household refuse.

Terraced developments and dwellings specifically designed for smaller households or for the elderly may justify moderately less garden ground and will be considered as an exception on a case-by-case basis. While occupiers of flatted developments generally do not seek or expect the same level of garden amenity space as house dwellers they should still have access to amenity open space, particularly as there are often many families with young children living in flatted accommodation. Balconies may be considered to contribute towards open space provision where development sites are clearly restricted by topography or other constraints.

## 15.3 Daylight and Sunlight

It is the responsibility of the Council to protect the privacy and amenity of all residents as part of the assessment process. New developments, including house extensions and alterations, should be designed to minimise the loss of daylight and excessive overshadowing of neighbouring properties, including garden areas. It will be expected that the greater part of any overshadowing should be confined to the applicant's own land. The major factors that will affect the amount of overshadowing are height; distance to boundary; size of plot; orientation and topography.

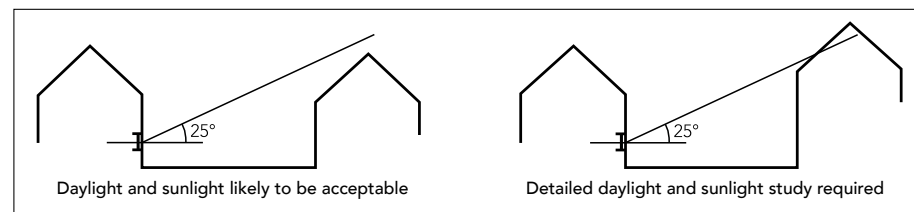
The Council will carefully examine the implications of proposals to ensure that a reasonable amount of daylight reaches the windows of residential properties and that appropriate sunlight levels are available in the principal living room and other habitable rooms. Where a kitchen/diner with a floor area of at least 15 square metres and which incorporates a distinct dining area and freestanding dining table, then such a room should expect the same daylighting and privacy standards to the main living room window. This also applies to in garden areas.

### The 25 degree and the 45 degree rules of thumb

The conventional daylight and sunlight tests used in planning are set out in Building Research Establishment (BRE) Digest 209 '[Site Layout Planning for Daylight and Sunlight: A Guide to Good Practice](https://www.brebookshop.com/details.jsp?id=326803)<sup>2</sup>'. The BRE guide gives two helpful 'rule of thumb' tests which can be used to determine whether or not a detailed daylight and sunlight study is required. These are illustrated below:

### The 25 Degree Test

If an obstructing building creates an angle of greater than 25 degrees from the horizontal, measured from the centre of the lowest window, then a more detailed check is required.



If the 25 degree angle is exceeded, it does not automatically follow that daylight and sunlight levels will be below standard. Where the 25 degree angle is exceeded, light levels should be checked using the BRE's detailed tests:

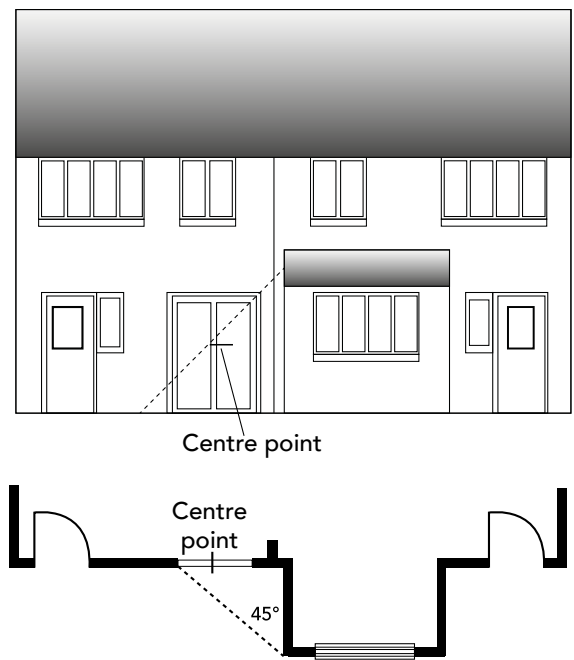
- Vertical Sky Component
- Daylight Distribution
- Average Daylight Factor
- Room Depth
- Annual Probable Sunlight Hours

<sup>2</sup> <https://www.brebookshop.com/details.jsp?id=326803>



**The 45 degree test**

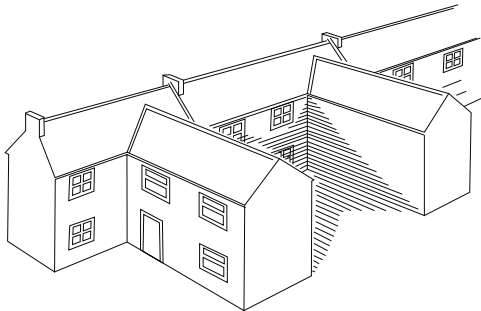
The 45-degree test can be used to check the impact of extensions at 90 degrees to the window – as in the example below.



**Figure - a significant amount of light is likely to be blocked if the centre of the window lies within the 45° angle on both plan and elevation.**

If the centre of the window lies on the extension side of both of the 45° lines (on plan and elevation), then poor day-lighting conditions are likely to exist. In the example the extension has a sloping roof. In this situation the BRE guide states that the height of the extension should be taken half way along the slope of the roof. Special care must be taken in situations where an extension already exists on the other side of the window, to avoid a ‘tunnel effect’. This includes situations where a proposal meets the 45° test but still has an adverse impact on the level of light reaching an existing window.

The proposed development should conform to the guidelines for inter-visibility of windows between adjacent residential properties, as shown in the table and illustration below. Each set of circumstances will be looked at individually to assess the fitness of the relevant guideline distance, which may be reduced or increased by the Planning Authority if individual circumstances dictate.



**A ‘tunnel effect’ can occur if a window is obstructed on both sides by an extension.**

**Minimum Window to Window Distances (meters)**

Angle at window of house/extension etc. to be erected not more than:

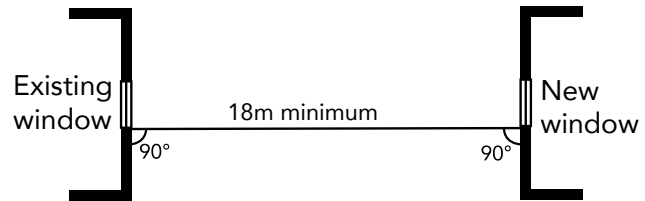
	90°	80°	70°	60°	50°	40°	30°	20°	10°	0°
90°	18	18	18	18	13	9	6	4	3	2
80°	18	18	18	13	9	6	4	3	2	-
70°	18	18	13	9	6	4	3	2	-	-
60°	18	13	9	6	4	3	2	-	-	-
50°	13	9	6	4	3	2	-	-	-	-
40°	9	6	4	3	2	-	-	-	-	-
30°	6	4	3	2	-	-	-	-	-	-
20°	4	3	2	-	-	-	-	-	-	-
10°	3	2	-	-	-	-	-	-	-	-
0°	2	-	-	-	-	-	-	-	-	-

**NOTES:**

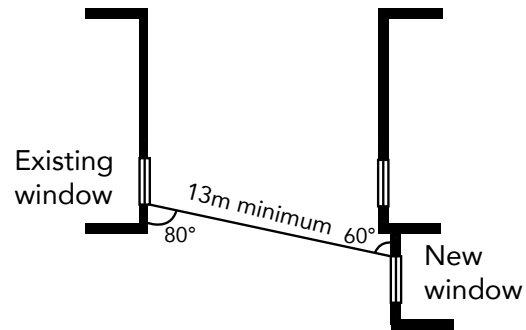
- ‘Angle’ means the horizontal angle included between:
- a) the shortest line joining any part of one window opening to any part of the other; and
  - b) the vertical plane of the opening of the window

*Examples of Minimum Window to Window Distances*

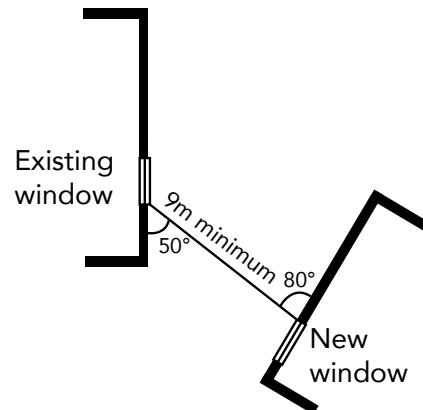
EXAMPLE 1



EXAMPLE 2



EXAMPLE 3





## 15.4 Residential Parking

Off-street parking can be located on the house plot, in rear courtyards or in under-croft structures where they should be adequately over-looked. On-plot parking must be designed so that the front garden is not overly dominated by the parking space. This is because it can break up the frontage, can be unsightly and restricts informal surveillance. On-plot parking may be suitable in restricted situations when integrated with other parking solutions and when considered in terms of the overall street profile.

On-street parking can also contribute towards the overall provision required in new developments, both for residents and visitors. Parking on adopted roads cannot be allocated to individual properties, but should be designed as a common resource. Informal parking arrangements will be supported, such as the use of subtle widening within a street or by using end-on or angled parking within a square. An arrangement of parking bays adjacent to the running lanes is the preferred way of providing on street parking.

Trees, planting or street furniture should be used to discourage indiscriminate parking in an attractive way. Breaking up the visual impact of multiple parking spaces should be addressed by limiting on-street parking to small groups of around four spaces or introducing landscaping such as trees and vegetation.

Full parking standards, for all types of development, are set out in separate planning guidance on Sustainable Transport.



## 15.5 Affordable Housing

The number, size and type of affordable units to be included in any residential development will be agreed with the Planning Authority as part of the development management process. Details are set out in the 'Developer Contributions' Supplementary Guidance document. This may include a mix of house types - terraced, semi-detached, detached or flats - to suit various households, dispersed around the site. In addition to more general housing development design requirements, the design of affordable housing will be expected to demonstrate:

- Affordable units which are integrated into the overall development and preferably visually indistinguishable from the open market housing
- Flexible and adaptable accommodation suitable for all, including the elderly, wheelchair users, disabled, or families with young children. Some units may be designed with potential for alteration at a later date, to meet the changing needs of the family, although future affordability must be maintained
- High standards of design, using good quality local materials where possible, whether in traditional or innovative ways, to preserve and enhance the character of its surroundings

Further information on designing new affordable housing can be found in the Scottish Government's document Housing for Varying Needs Standards - A Design Guide.

## 15.6 Access to Community Facilities

Successful neighbourhoods need a range of social, community and sports facilities to provide opportunities for social interaction and create a positive sense of community. This can include schools, parks, nurseries, shops, healthcare and community centres. Allotments, community gardens, and community orchards are also important facilities in terms of providing access to locally sourced and fresh food. Together, the provision of community facilities can create and maintain high levels of activity within neighbourhoods and support local businesses.

Applicants for major proposals will be expected to consider the need for new community facilities, or demonstrate that the existing provision is adequate. This should ideally be addressed as part of the pre-application discussion stage. Applicants will also be expected to ensure there is appropriate access to community facilities and that this is within convenient walking distance of as many residents as possible.

## 15.7 Wheelchair and Accessible Housing

All housing development must provide a minimum of 10% of the total number of units for each tenure as wheelchair and accessible housing, where the total number of units of that tenure type on the entire site is 10 units or more. For example, a development providing 30 market housing units and 10 affordable units must provide a minimum of three market wheelchair and accessible units, and one affordable wheelchair and accessible unit. A site proposing nine market units and three affordable units would not require any wheelchair and accessible housing to be provided, however, if the developer chose to do this it would be welcomed and supported by the Council.

The Local Housing Strategy 2022 will provide further information regarding the 10% wheelchair and accessible housing target which should be given consideration in the preparation and determination of housing proposals. In the meantime, as a minimum, the required housing units should meet Housing for Varying Needs Standards in consultation with the Council's Housing Service.



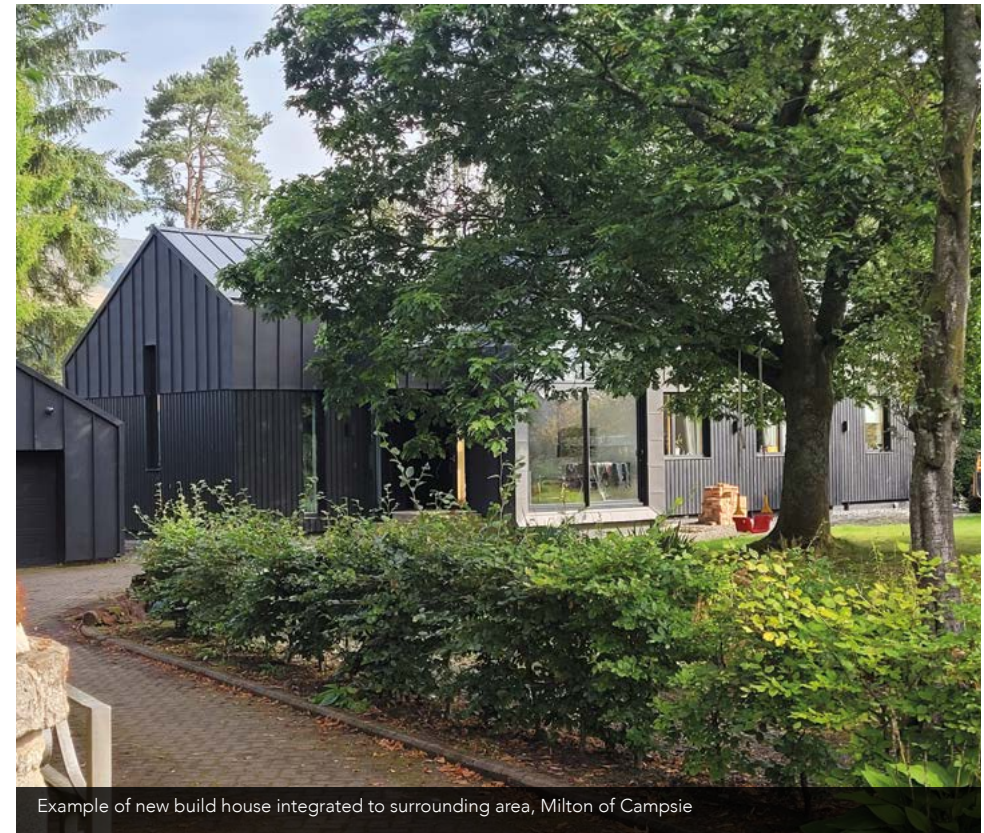


## 16. Single House Plots and Small Infill Sites

### 16.1 General Principles

The Council receives many applications for single houses, replacement houses, self-build houses and other standalone residential developments within small infill sites. All such developments will be expected to:

- be of appropriate scale, size and shape to allow the completed development to reflect the character of the surrounding area
- ensure the continued amenity of existing properties including privacy
- include a meaningful area of private (i.e. rear) garden ground, commensurate with the amenity needs of the property in question (i.e. 40 sqm of private garden ground per bedroom or potential bedroom)
- have adequate road frontages including unshared vehicular access to each plot
- have adequate car parking and vehicle access arrangements in compliance with the current Road Standards
- be capable of development without significant loss of trees
- protect and conserve any Protected Species or Local Biodiversity Action Plan priority species, including by protecting nesting birds during their breeding season. Wildlife friendly green infrastructure features in the design include: planting of native trees or hedges, green roofs, bat boxes, swift bricks and nesting boxes.



Example of new build house integrated to surrounding area, Milton of Campsie

### 16.2 Backland Development

New development to the rear of properties will usually be discouraged unless the proposal reflects the character of the surrounding area and ensures that existing houses retain an appropriate amount of garden ground. In particular designs should respect the privacy and amenity of surrounding properties, including any additional noise or disturbance that may be created by proposed access and parking arrangements. Backland development can often result in the loss of trees, and it is important that significant trees that are important to the character of the area (including those not covered by a Tree Preservation Order) are suitably protected.

# 17. House Extensions and Alterations

## 17.1 General principles for all extensions and alterations

Ensuring good quality and innovative design, based on the principles of sustainability and energy efficiency, is critical to maintaining and enhancing the overall residential environment. The starting point for all new domestic extensions or alterations should be respect for the character and appearance of the original building, its immediate neighbours and the wider street scene.

Not all extensions or alterations require planning permission. Many small alterations and extensions can be carried out without the need for planning permission – this is known as Permitted Development (PD) and some alterations may not even be ‘development’ at all. For example, garage conversions and conservatories can normally be carried out without the need to submit an application for planning permission. However, there are some limitations, particularly for flats, houses in conservation areas and listed buildings.

We would strongly encourage prospective applicants to consult the Scottish Government’s [‘Guidance on Householder Permitted Development Rights<sup>3</sup>’](https://www.gov.scot/publications/guidance-householder-permitted-development-rights-9781780456836/) document before submitting your application. Please contact the Planning Authority if you are still unsure whether planning permission is required.

All domestic extensions must be designed to respect the style of the main house and to preserve the privacy and amenities of adjacent premises. The scale, siting and materials of any proposal are therefore key considerations. Whether your extension is at the front, rear or side, it should be designed to be:

- visually integrated with the existing building
- sympathetic to its surrounding and adjacent properties
- subservient in mass, scale and form to the existing property

Innovative designs will be encouraged where there will be no adverse effects on a street scene or the surrounding area. However, an extension which significantly alters the character of a house will not normally be acceptable. Extensions must not be oppressive or result in excessive overbearance of neighbouring properties or gardens. Where proposals are located within a Conservation Area, Townscape Protection Area or impact on a listed building, applicants should refer to the separate planning guidance on the Historic Environment, to ensure that there are no adverse impacts on its special qualities.

The aim of any design should be to allow the house to maintain its original

appearance and predominance over an extension. Windows and door openings should be aligned vertically and horizontally with existing door and window openings.

The design and materials used for external finishes should generally be identical to, or closely match, those of the existing house – this is particularly important in Conservation Areas, Townscape Protection Areas and for listed buildings. Where it is not possible to use identical or closely matched materials, for example in the case of modern extensions, materials should complement the existing.

Flat roofs may be supported, provided they are sensitively designed and are not harmful to the character of the building or wider street scene.



<sup>3</sup> <https://www.gov.scot/publications/guidance-householder-permitted-development-rights-9781780456836/>



## 17.2 Development Management Toolkit

The following sections provide guidance on specific types of extensions and other residential property alterations.

### 17.2.1 Front Extensions

Extensions to the front of buildings will normally be highly visible in the street scene. Particular care must therefore be taken to ensure they do not detract from the appearance of the property, or the general character of the street. All front extensions will be expected to respect the building line to the street, particularly where a strongly defined building line forms an important characteristic of the street.

Front extensions to semi-detached and terraced properties will be considered generally unacceptable where they result in an unbalancing of a building or disrupt the continuity of a terrace or group. On detached properties, a front extension must respect the building line of the street and should normally be of a subservient scale that does not dominate the building.

The roof pitch of the extension should be at the same pitch as the original building so that the extension blends with the character of the building. The design, detailing, windows and materials of all front extensions should normally match exactly that of the main building to ensure a continuity of appearance and to avoid harm to the general street scene. A small porch is generally acceptable on all building types provided it respects other architectural features on the building.

### 17.2.2 Side Extensions

Side extensions must ensure visual separation from adjacent dwellings and prevent the creation of a terracing effect where this would be inappropriate to the surroundings. In most situations, two-storey and first floor side extensions are therefore required to be set back a minimum of 900mm from a plot boundary to provide for this visual break in the building. Proposals must also ensure that access to the rear of the property for bin storage is retained, or that a suitable area for bin storage in accordance with the guidance under section 13 Waste and Recycling, is provided.

All side extensions should be set back a minimum of 250mm from the front wall of the existing house, to create a visual break between new and existing, thereby retaining the form and dominance of the main house. Side extensions must also be set below the main ridgeline, unless the proposal makes a positive contribution to the street scene. Where side extensions are two storeys in height, the lower storey should be enclosed and not incorporate pillars, unless there is no harm to the character of the area.

### 17.2.3 Rear Extensions

Rear extensions must not extend more than 4m down a shared boundary to the rear of the property. Where a property forms part of a terrace, rear extensions must not extend beyond 3m. The visual and amenity impact of the extension on the neighbouring property should be considered. Where proposals are set significantly off the common boundary (i.e. by more than one metre), extensions beyond 4m may be considered, subject to compliance with other policies and guidance. Rear extensions must not cover more than 50% of the original private rear garden of the property. Remaining garden ground should remain commensurate with that found within the local area. Where a rear extension cannot be seen from a road frontage, it need not be set below the main ridgeline, but should take account of the character of the area.

### 17.2.4 Annexes

The creation of an annexe often results in either a new house or an extension to an existing property. All annexes should take the form of a physical extension to the main dwelling house. The creation of new or separate units as annexes will only be considered in exceptional circumstances, and applicants will be expected to provide justification as to why the annexe cannot be formed through an extension to the existing property. Annexes should generally be located to the rear of the property, contain a maximum of one bedroom, with shared vehicular access and garden ground.

### 17.2.5 Windows

Windows are critical to the design of any new extension and must complement the scale, style, materials and proportion of the original building. Side and rear windows that overlook neighbouring properties, including private garden areas, will not normally be supported where they result in a loss of privacy. Loss of privacy can be mitigated through the use of appropriate glazing (in non-habitable rooms only) and high level windows that cannot be opened.

Installing uPVC windows in a historic building will not normally be acceptable. Listed building consent will usually be required for the replacement of traditional windows if the building is listed. Further information on this will be set out in planning guidance on the Historic Environment.

Dormer windows should be positioned below the ridge line, unless the proposal makes a positive contribution to the street scene. Increases of more than 500mm in ridge heights will, even in these circumstances, be unlikely to be supported. They should also be positioned within the hip of the roof and set back from the wall head. Vertical faces should be finished in a material to match the existing roof. They must not dominate the existing roof in scale and incorporate not less than 50% glass. Large flat roofed dormers will not normally be acceptable. The use of roof windows flush with the roof slope will be supported as an alternative.

### 17.2.6 Parking Provision

Extending a house where additional bedrooms are created is likely to result in the house being capable of accommodating more people. This has an impact on the level (or potential level) of car ownership within the property. Additionally, where side extensions are built (or garages converted), existing parking areas may be lost from use. In assessing any application, the Council will assess the adequacy and amenity of car parking provision taking into account the parking standards set out in Planning Guidance on Sustainable Transport. In order to be assessed as a parking space, the minimum size dimensions for parking spaces and garages set out in the Sustainable Transport guidance must be met. In addition:

- parking should preferably be accommodated within an established driveway
- the driveway/parking area should be no more than 10% gradient and the first 2m should be paved; and,
- road safety implications of creating additional driveways will be assessed.

### 17.2.7 Privacy and Light

All extensions to houses must ensure that a reasonable standard of privacy and natural light is maintained in and around the property. The effect of any new proposal relative to the existing level and balance of privacy and light is a key factor in this regard.

Windows of habitable rooms which directly face each other should be positioned at least 18m apart and comply with the 'Daylight and Sunlight' guidance set out in section 15 above. This distance may be reduced where the windows are not directly facing and discretion will be used by the Planning Authority.

The exceptions to this rule are:

- non-habitable rooms (e.g. bathrooms using obscure glazing, halls, landings, utility rooms); or,
- where effective and acceptable screening is employed, e.g. by fences or walls.

This screening itself must not cause a detrimental amenity impact. Balconies, conservatories and raised decking/patios also raise the same privacy issues, and the above privacy criteria will also apply in these cases.

The Council cannot guarantee complete privacy for households and garden areas, but will seek to provide a balanced approach. Consideration will be given to height and the impact on privacy to and from external seating areas.



### 17.2.8 Raised Decking/Patios

Planning permission will be required for raised decking/patios within gardens where the surface is raised more than 500mm from the original ground level (at the lowest point adjoining the structure), and where they are located within either a Conservation Area or Townscape Protection Area.

Decking/patios proposals will be assessed in terms of:

- loss of privacy (in neighbouring houses and gardens)
- dominance
- loss of character or amenity of the area

Any adverse impact of decking/patios can be minimised by providing effective and acceptable screening, e.g. fences or walls. . The scale of the screening must not have an adverse impact on the amenity of adjacent property by creating shading to windows or gardens, or dominating a garden/window. Where a screen would be directly adjacent to a shared boundary and could dominate a garden area it must not normally exceed 2.5m in height from the existing ground level.



### 17.2.9 Garden rooms, garages, sheds and greenhouses

You will need planning permission for these types of proposals if your property falls into any of these categories:

- your property is a flat, or is within a tenement or a four-in-a-block
- your house is within a conservation area or is within a listed building and the floor area of the building is greater than four square metres.
- any part of the building is in front of a wall forming part of the principal elevation or side elevation, where that elevation faces onto a road
- the eaves of the building are higher than three metres
- If the overall height of the building is higher than four metres
- any part of the building be within one metre of a boundary and be higher than 2.5m
- if the area of ground covered by development within the front or rear (including side) curtilage of the house (excluding the original house and any hard surface or decking) exceed 50% of the area of the front or rear curtilage respectively (again excluding the ground area of the original house and any hard surface or decking)

If your property does not fall within any of the above categories then you do not need to apply for planning permission.

### 17.2.10 Garages and Carports

Garages and carports should meet the following design requirements:

- be built in a position that can be accessed safely
- have a pitched roof when visible from the road
- be faced and roofed in materials to match the existing house
- generally be set back from the front wall of the existing house
- generally have a minimum internal width of 2.9 metres and length of 6m in order to allow its effective use for the garaging of a standard family car
- not be used in connection with any business or commercial purpose

Converting an integral garage to living accommodation is normally considered 'permitted development' which means it does not require planning permission. However, in some cases these permitted development rights (to convert garages to living accommodation) have been removed. If you are in any doubt as to whether you require planning permission for a garage conversion, please check with the Planning Authority. There is no fee where you do need to submit a planning application because permitted development rights have been removed.

All proposals should ensure that:

- the design of the alteration is in character with the original house
- additional parking provision is satisfactory, to the Council's standards, at the appropriate rate for the house as enlarged
- the provision of any additional parking does not detract from the character of the house, garden or street scene

Where work is proposed to convert a garage that is attached to a listed building, then listed building consent may be required.

In all cases you will need a building warrant to convert your garage to living accommodation, even where a planning application is not required.

### 17.2.11 Fencing

Any fencing or boundary treatment must complement the main building materials and be of a colour that is discreet and sympathetic to the local area. Fencing should be designed to ensure that it does not result in screening along principle views. Where a screen would be directly adjacent to a shared boundary and could dominate a garden area it must not normally exceed 2.5m in height from the existing ground level.

### 17.2.12 Satellite Dishes

Proposals for satellite dishes on Listed Buildings, in Conservation Areas and in Townscape Protection Areas will normally only be acceptable where they are effectively screened from public view and the amenity of the Historic Environment is not adversely affected. Dishes will not be acceptable where the architectural or historic character of the building or its setting is likely to be adversely affected. Both planning permission and Listed Building Consent may be required.





## 18. Working from Home

Proposals for working from home and home based businesses do not always require planning permission. This includes proposals where the impact of working from home and home based businesses are indistinguishable from normal residential activity. For example, the use of a single or small number of rooms for a business which generate minimal clients, visitors, traffic or noise will not require planning permission as there will be no material effect on the use of the house or surrounding residential amenity.

Proposals that will require employees travelling to and from the house on a regular basis will generally require planning permission, as will any use that is likely to affect the amenity of the surrounding properties. This includes proposals that include any advertisements or signage associated with a working from home business.

Some home based business activities can have a detrimental impact on the amenity of residential areas by excessive on-street parking, disturbance, noise, storage of materials or requirement for access during anti-social hours. Unless applicants can demonstrate that these issues will be suitably mitigated, such proposals will not normally be permitted.

# 19. Designing for Business and Employment

## 19.1 General Principles

The creation of a high quality and sustainable business and employment environment is a key objective of the Council's wider strategic aims. East Dunbartonshire should be an attractive and desirable place for businesses to grow and invest, supporting a buoyant housing market. This means that all development proposals subject to the Local Development Plan Business and Employment policy will be expected to incorporate low carbon building design and landscaping principles. Proposals for all business and employment uses must demonstrate compliance with the following design objectives:

- To establish an exceptional business and employment environment through the provision of modern, high quality buildings
- To achieve development which is responsive to the local context and landscape character
- To ensure that employees and visitors benefit from a distinctive and attractive environment that is more than just a place of work
- To ensure sustainability through environmentally responsible design and function that contributes to a low carbon economy
- To provide appropriate landscaping and greenery that links to the wider green network and public space. Further guidance on this is set out in the Council's Supplementary Guidance on 'Green Infrastructure and the Green Network'.

Specifically, applicants must ensure that their proposal incorporates the following key design elements.

## 19.2 Building Design

The Council will be supportive of innovative designs, particularly those that take advantage of locally sourced materials. The design, appearance and scale of proposals must reflect the local context and landscape setting. Materials should be distinctive, easily maintained, provide durability and be of a standard and quality to appeal visually. Front entrances must be welcoming and the design should include safe, secure and convenient facilities for cycle storage. Any boundary treatment, particularly fencing, must complement the building materials and of a colour that is discreet and sympathetic to the local area. Fencing should be designed to ensure that it does not result in screening along principle views.

## 19.3 Storage and Waste Disposal

Any service areas, storage or waste disposal areas should be adequately screened from public view through appropriate layout and screening. This may include the use of fencing or landscaping. Storage tanks, waste containers and similar facilities must be easily accessible for emergency and servicing vehicles, without compromising the overall quality of the development. Designers must also ensure that there are no adverse impacts on neighbouring properties, such as noise, dust or odours.

## 19.4 Lighting

Any proposed lighting of buildings, signage or landscaping must be sensitive and designed so that it lights chosen areas, rather than illuminating the entire building, sign or area. Lighting columns and bollards should be simple, discreet and contemporary, whilst providing adequate illumination for access and car parking.

## 19.5 Landscaping

Ensuring a high quality of landscaping can dramatically improve the image of a business or employment area and attract high value investment. Proposals will be expected to make landscaping an integral part of the overall design. The design of any landscaping must include high quality amenity open space, to create a stimulating and pleasant working environment. Applicants for large scale business and employment uses will be expected to submit a landscaping plan showing details of materials, levels, vegetation and maintenance. It is important that any landscaping works are easy and cost effective to maintain into the future.

## 20. Tourist Accommodation

Tourist accommodation should be carefully located, sited and designed to provide high quality facilities which fit successfully into the environment. This can include holiday chalets, caravan holiday homes, pitches for touring caravans, motor-homes and tenting and all types of self-catering accommodation. It is important that the benefits of tourism development are balanced with the need to protect landscapes and environmentally sensitive sites. New sites should be effectively planned and screened so they are not visually intrusive. In all cases developers must account for the following landscape and environmental considerations:

- the scale of a development must respect its surrounding environment
- in view of their environmental impact, larger developments will generally only be permitted within or adjacent to settlements
- proposals in more rural locations must be relatively small scale and sensitively developed
- proposals must be sited in unobtrusive locations, avoiding skylines, prominent hillsides or exposed sites
- proposals in open countryside locations should normally be set against a backdrop of semi-mature/mature trees or within woodland settings. Sites which require extensive screening through new planting will not be appropriate
- proposals must respect the topography of the site and existing site levels should be retained wherever possible. Developments proposing significant cut and fill will generally not be acceptable
- The form of any buildings should work with the natural topography
- all planning applications must be accompanied by a comprehensive landscape scheme, including provision for sustainable access

Restrictions may be imposed to limit occupancy for holiday purposes only. This is primarily to ensure that chalets and static caravans are not used as residential accommodation.



# Glossary of Terms

## **Active Frontage**

The building elevation that fronts onto a street that contributes to a vibrant and welcoming street scene.

## **Active Travel Route**

Routes that provide for journeys that can be made using a mode of transport powered by human physical activity. This usually refers to walking and cycling, although also includes running, scooting or any other form of transport where physical activity is involved.

## **Affordable Housing**

Housing of a reasonable quality that is affordable to people on modest incomes.

## **Biodiversity**

The variability in living organisms and the ecological complexes of which they are part. This includes diversity within species, between species and of ecosystems (UN Convention on Biological Diversity, 1992).

## **Brownfield Land**

Land which has previously been developed. The term may cover vacant or derelict land, land occupied by redundant or unused building and developed land within the settlement boundary where further intensification of use is considered acceptable.

## **Conservation Area**

Areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.

## **Design and Access Statement**

A single written document, combining a Design Statement which addresses the design of the development and an Access Statement which demonstrates observance of the equal opportunities requirements. The Statement content will vary depending on the scale and nature of the proposed development and the sensitivity of the site. It must include good quality photographs, maps and drawings to illustrate particular points.

## **Ecological Impact Assessment**

The process of identifying, quantifying and evaluating the potential impacts of defined actions on ecosystems or their components. If properly implemented, it provides a scientifically defensible approach to ecosystem management. (Treweek 1999, Source: Institute of Ecology & Environmental Management) Environmental Impact Assessment (EIA)

## **Full Planning Permission**

A planning application that must contain all details of the proposed development e.g. detailed plans, drawings and assessments.

## **Green Infrastructure**

Includes the 'green' and 'blue' (water environment) features of the natural and built environments that can provide benefits without being connected. Green features include parks, woodlands, trees, play spaces, allotments, community growing spaces, outdoor sports facilities, churchyards and cemeteries, swales, hedges, verges and gardens. Blue features include rivers, lochs, wetlands, canals, other water courses, ponds, coastal and marine areas including beaches, porous paving and sustainable drainage systems.

## **Green Network**

A green network is formed when green infrastructure components are connected up so they function as a system and their benefits are maximised. Good quality green networks offer a range of economic, social and environmental benefits including the provision of open space, sustainable drainage systems, paths, habitat connectivity and a reduction in carbon emissions.

## **Green Network Strategy**

Provides a framework for the development and long-term management of the Green Network within East Dunbartonshire. It defines the green network in East Dunbartonshire, and provides detail on how the vision for a Green Network can be realised, including the nature, scope and scale of opportunities that exist.

## **Green Roof**

Design features that are essentially roofs with vegetation placed upon them in a way to provide benefit. Also known as living roofs. They can provide and connect habitats for birds and insects, creating ecological corridors.

### **Householder Application**

Applications for planning permission that solely relate to alterations to single domestic properties.

### **Landscape and Visual Impact Assessment**

These are carried out to assess the likely effects of change on the landscape resulting from a proposed development. Common examples include proposals for a new road or housing development proposal. It is used to help locate and design the proposed change, so that negative landscape effects are avoided, reduced or offset.

### **Level Surface**

Street surfaces that are not physically segregated by kerb or level differences, to enable the creation of effective shared spaces.

### **Listed Buildings**

Buildings that have been formally recognised for their special architectural or historic interest. They typically have characteristics that:

- help to create Scotland's distinctive character
- are a highly visible and accessible part of our rich heritage
- express Scotland's social and economic past
- span a wide range of uses and periods
- contribute significantly to our sense of place

### **Local Development**

All developments (normally of a small scale) that are not classified as major or national developments.

### **Local Development Plan**

Sets out a spatial strategy for East Dunbartonshire and represents the Council's view on the future use of land.

### **Major Development**

Large scale projects e.g. housing developments, business, roads and minerals. A development of 50 or more dwellings is classified as major.

### **National Development**

Are identified in the National Planning Framework and include infrastructure projects of national significance.

### **Open Space**

Space within and on the edge of settlements comprising green infrastructure and/ or civic areas such as squares, market places and other paved or hard landscaped areas with a civic function.

### **Open Space Strategy**

Council document which provides a framework for current and future open space provision. The strategy strives to protect open space and also make improvements to encourage greater use by residents and visitors.

### **Placemaking**

A creative, collaborative process that includes the design, development, renewal or regeneration of our urban or rural built environments with the aim of creating better places.

Establishes the acceptability of a proposal in principle without the expenses of providing detailed plans. A location plan will be required.

### **Play Space**

Areas for children and young people containing a range of facilities and an environment that has been designed to provide focused opportunities for outdoor play comprising casual or informal playing space.

### **Processing Agreement**

If you want to submit a planning application for a major development you are encouraged to use processing agreements. These can guide the developer on:

- timescales
- information required for the application
- the processes that will take place before a decision is made on the application.

A processing agreement does not guarantee that planning permission will be granted, but it does set out the expectations of all parties and makes sure that everyone involved is clear on the key stages and dates within the process, and the level of detail that is required. A template is available on the Scottish Government website.

### **Quality Audit**

Draws together various assessments that grouped together show any compromises in the design will be apparent, making it easier for decision makers to view the scheme as a whole.

A typical audit may include some of the following assessments but the content will depend on the type of scheme and the objectives which the scheme is seeking to meet:

- an audit of visual quality
- a review of how the street will be used by the community
- a Road Safety Audit
- an inclusive access audit
- a walking audit
- a cycle audit

### **Road Construction Consent (RCC)**

Any proposals that including the construction of a new road or extending an existing road in East Dunbartonshire will require a Road Construction Consent (RCC) from the Council. Any works on existing roads require separate authorisation.

### **Scheduled Monuments**

Monuments and sites that are recognised as being of national importance. The aim of scheduling is to preserve these as far as possible in the form in which they have been passed down to us. Historic Environment Scotland deals directly with all matters affecting Scheduled Monuments, including consents.

### **Strategic Development Plan (SDP)**

The SDP is managed by the Strategic Development Plan Authority (Clydeplan) and sets out the overall vision and strategy for the long-term development of the city region. It is jointly prepared by the constituent local authorities within the city region and requires the formal approval of Scottish Ministers.

### **Street Engineering Review (SER):**

Agreement can be reached at the pre-application stage on street, landscaping and space design issues using a SER. Reaching this agreement allows the running in parallel of formal planning and RCC processes. The following should be agreed under this review:

- vehicle tracking of layout (particular attention to be given to refuse vehicles and buses)
- key visibility splays
- speed control
- agreement of drainage discharge rates
- agreement of SuDS techniques

- schematic drainage layout for foul and surface water including dimension requirements against building and landscaping
- Key materials palette
- Utilities strategy

The content of audits will be agreed between the Council and the applicant.

### **Streetscene**

The environment that is experienced by all users when travelling along and using streets and public spaces.

### **Sustainable Drainage System (SuDS)**

Design features that aim to mimic natural drainage, encourage infiltration and attenuate both hydraulic and pollutant impacts to minimal adverse impacts on people and the environment.

### **Sustainable Transport**

Any means of transport with a low impact on the environment and includes walking, cycling, urban public transport, car-sharing, and other forms that are fuel efficient, space saving and promote healthy lifestyles.

### **Townscape Protection Area (TPA)**

TPAs are a Council designation used to identify localities outwith conservation areas that possess distinctive architectural and historic qualities.

### **Transport Assessment (TA)**

A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies what measures will be taken to deal with the anticipated transport impacts of the scheme and to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport.

### **Landscape and Visual Impact Assessment (LVIA)**

The technique of landscape and visual impact assessment is used to assess the effects of change on the landscape. For example, a new road or wind-farm proposal, or a plan for forest felling and restocking. It is used to help locate and design the proposed change, so that negative landscape effects are avoided, reduced or offset. The two aspects of the assessment - landscape and visual effects - are independent but related.



# Further Guidance

## Scottish Government

- Permitted Development Rights (Householder)  
<https://www.gov.scot/publications/guidance-householder-permitted-development-rights-9781780456836/>
- Scottish Planning Policy (SPP)  
<https://www.gov.scot/publications/scottish-planning-policy/>
- Designing Streets  
<https://www.gov.scot/publications/designing-streets-policy-statement-scotland/>
- Creating Places  
<https://www.gov.scot/publications/creating-places-policy-statement-architecture-place-scotland/>
- Green Infrastructure: Design and Placemaking  
<https://www.gov.scot/publications/green-infrastructure-design-placemaking/>
- Planning Advice Note (PAN) 67: Housing Quality  
<https://www.gov.scot/publications/planning-advice-note-pan-67-housing-quality/>
- PAN 68: Design Statements  
<https://www.gov.scot/publications/planning-advice-note-68-design-statements/>
- PAN 77: Designing Safer Places  
<https://www.gov.scot/publications/planning-advice-note-pan77-designing-safer-places/>
- PAN 78: Inclusive Design  
<https://www.gov.scot/publications/pan-78-planning-building-standards-advice-note-inclusive-design/>
- PAN 83: Master Planning  
<https://www.gov.scot/publications/pan-83-planning-advice-note-master-planning/>

## Other useful documents:

- Cycling by Design 2020  
<https://www.transport.gov.scot/publication/cycling-by-design/>
- Cycling Action Plan for Scotland  
<https://www.transport.gov.scot/publication/cycling-action-plan-for-scotland-2017-2020/>
- Managing Change in the Historic Environment Series, Historic Environment Scotland  
<https://www.historicenvironment.scot/advice-and-support/planning-and-guidance/legislation-and-guidance/managing-change-in-the-historic-environment-guidance-notes/>
- New Design in Historic Settings (2016), Historic Environment Scotland  
<https://pub-prod-sdk.azurewebsites.net/api/file/01bce7f7-6a76-4b07-a0fc-a60500ac83a6>
- The Equality and Human Rights Commission  
<https://www.equalityhumanrights.com/en>
- Centre for Accessible Environments  
<http://cae.org.uk>
- Place Standard Tool  
<https://www.placestandard.scot>
- Next Generation Access for New Build Homes Guide  
<https://www.gov.uk/government/publications/pas-2016-2010-next-generation-access-for-new-build-homes-guide>
- Site layout planning for daylight and sunlight: a guide to good practice  
<https://www.brebookshop.com/details.jsp?id=326803>



## Other formats and translation

This document can be provided in large print, Braille or audio format and can be translated into other community languages. Please contact the Council's Communications Team at:

East Dunbartonshire Council,  
12 Strathkelvin Place, Southbank, Kirkintilloch, G66 1TJ  
Tel: 0300 123 4510

ਭਾਸ਼ਾਵਾਂ ਅਤੇ ਆਰਥਿਕਤਾਵਾਂ ਵਿੱਚ, ਜੇਕਰ ਚਾਹੀਦਾ ਹੈ, ਫੋਨ 0300 123 4510

0300 123 4510 ਨੂੰ ਫੋਨ ਕਰਕੇ ਜਾਂ ਆਈਮੇਲ ਨੂੰ ਭੇਜ ਕੇ ਜਾਣਕਾਰੀ ਪ੍ਰਾਪਤ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।

ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਮੰਗ ਕਰਨ ਤੇ ਪੰਜਾਬੀ ਵਿੱਚ ਅਨੁਵਾਦ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ। ਫੋਨ ਕਰੋ 0300 123 4510

Gabhaidh an sgrìobhann seo air gu Gàidhlig ma tha sin a dhìth oirbh. cuiribh fòn gu 0300 123 4510

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