Maldon District is at an important point in its history, one where the decisions it makes today will shape and inform the quality of the District as a place to live, work and visit. The Local Development Plan (LDP) sets out the spatial vision for growth by ensuring that the District’s unique identity is protected by maintaining high design standards and the principles of sustainable design in new development.

A key component is the rise in the number of new households in the District over the next 15 years and beyond. The LDP aims to address the needs of an ageing population, inward migration and reduction of household sizes by increasing the delivery of housing to respond to the projected need to sustain the economic and population growth over this period.

In order to provide the design guidance to supplement the Policies in the LDP, the Maldon District Design Guide (The Guide) provides a clear direction on what is required to deliver the high design standards expected in the District.
A 02 PURPOSE OF THE GUIDE

This Guide has been prepared to set out clear design principles to guide future development in the District. It aims to provide general guidance to encourage a design-led approach to all development from large residential schemes to modest residential extensions and small infill developments.

The design principles have been prepared for all development to respond to. The principles are accompanied by illustrations and good practice examples to gain a better understanding of how to deliver good design and clearly signposts where more detailed guidance can be accessed and when these should be taken into account.

This Guide is intended to be a user-friendly tool and does not seek to replicate existing policy and regulations that will continue to apply to all development. The Guide should be read by:

- Developers and builders in considering potential development proposals.
- Householders considering residential extensions.
- Designers in drawing up schemes.
- Development management officers in assessing the suitability and determination of planning applications.
- Statutory and non-statutory consultees and members of the public in commenting on planning applications.

A 03 THE VALUE OF GOOD DESIGN

Good design has an impact on all aspects of the built and natural environment, be it a simple extension to an existing house or a large residential or commercial development.

Good design translates into more than the appearance of buildings. It is important in both small residential extensions and large scale developments where form and materials are introduced and new streets and spaces are created. Functionality and practicality are embedded in the design and are as important as the visual quality of a building, town centre or rural intervention.

Perhaps the greatest benefits of good design are felt in our own homes and the spaces around them. Well-designed neighbourhoods help to build communities, give them a sense of belonging and make residents feel safe. Often this can be through simple approaches such as natural surveillance, an easy technique created when new streets and public open spaces are overlooked by windows and doors.

Carefully positioned car parking and cycle storage, as well as integrated refuse and recycling bins also help to create a sense of order and reduce litter and vandalism.

The quality of open space and the way in which new streets and spaces are designed has a direct effect on how people feel about a place and the whole community benefits from a commitment to usable green space. Access to open space is also shown to have a direct impact on the health and wellbeing of those able to take advantage of it.

For commercial development well designed buildings are good for business. Flexibility to respond to changing social and economic circumstances is important, as are design solutions which encourage creativity and innovation. Everywhere, investment in good quality design is shown to provide a higher return on the investment made.

Good design in all development is inclusive and accessible for everyone, has a positive impact on the environment, is integrated into its immediate and wider surroundings, provides flexibility for future change, is easily maintained and delivers a return on investment.
A 04 KEY DESIGN OBJECTIVES

Design quality is a result of an ambition and creativity brought together in a robust design process. The ambition often relates to key factors like character, safety, diversity, movement, legibility, adaptability and sustainability. It is critical that even before the design process commences the right set of design objectives are established. Listed below are some of the key objectives that set the scene for design quality. Throughout the design process they remain the focus of the creative thinking with some being more important than others depending on the project.

<table>
<thead>
<tr>
<th>Character</th>
<th>Enhance identity and sense of place. All design proposals should be informed by a contextual analysis of the area. Respond to the scale, height, density, urban grain, massing, type, and landscape details of the surrounding area.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety and inclusion</td>
<td>Ensure places are safe, secure and welcoming for all, including the elderly and disabled. High quality design with no differentiation between market and affordable housing. Understand and address the needs of all potential users to ensure inclusive design. Create safe communities and reduce the likelihood of crime and antisocial behaviour.</td>
</tr>
<tr>
<td>Diversity</td>
<td>Provide variety, choice and sensory richness in the design. Incorporate a mix of uses and facilities as appropriate with good access to public transport and a wide range of house types and tenures.</td>
</tr>
<tr>
<td>Ease of movement</td>
<td>Ensure places are easy to get to and move through. Allow for access to local services, facilities and open spaces, and where needed, provide new facilities, services and open space. Ensure a sufficient level of well-integrated and imaginative solutions for car and bicycle parking and external storage including bins.</td>
</tr>
<tr>
<td>Legibility</td>
<td>Ensure places can be easily understood. Ensure that streets and spaces are overlooked creating a positive relationship between fronts and backs of buildings, with clearly defined public and private spaces.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Adaptability and Quality</th>
<th>Anticipate the need for changes in buildings and outdoor spaces. Design places that function well today, last for the future and are easy to adapt to changing requirements of occupants and other circumstances at any time. Construct buildings that are flexible to accommodate changing needs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sustainability</td>
<td>Minimise the impact on our environment. Use land efficiently whilst respecting the existing landscape character and green infrastructure. Enhance biodiversity and as a minimum, deliver schemes that lead to no net loss of habitat. New development should be sustainable and resilient to climate change by taking into account landform, layout, building orientation, massing and landscape to minimise energy consumption and mitigate water run-off and flood risks.</td>
</tr>
<tr>
<td>Designing for future</td>
<td>Design buildings and spaces and use materials that can be maintained over time and will age well. Take account of possible future development in the local area. Consider potential for future expansion of the development.</td>
</tr>
<tr>
<td>Good streets and spaces</td>
<td>Provide a clear and permeable hierarchy of streets, routes and spaces to create safe and convenient ease of movement by all users. Create places with attractive outdoor spaces. Incorporate or link to a well-defined network of green spaces and water. Establish a high quality public realm with well managed and maintained public areas.</td>
</tr>
</tbody>
</table>

Additional useful guidance:
- Urban Design Compendium 1 (3rd edition, 2013)
Having defined the objectives we need to understand the next steps. The RIBA (Royal Institute of British Architects) has created a plan of work which helps everyone involved in the design, planning and construction process in a logical manner. This process considers all relevant issues, constraints and opportunities, engages with key stakeholders and the public (where appropriate) and then through an iterative process it applies creative thinking to these opportunities into development propositions. The diagram below provides an overview of the issues to be addressed at different stages in the design process. These requirements will be dependent on the scale and complexity of the application.

**Flow chart indicating design process**

01. **UNDERSTAND THE SITE’S CONTEXT**
   - Understanding your site and its surroundings, the planning context, and define your development needs.
   - Pre-application Advice service (subject to charges).
   - Public consultation - meet with neighbours/stakeholders who may be affected by your development and identify solutions for issues that may arise.
   - Maldon Design Review Panel.
   - Continue discussion with the District Council.

02. **CONCEPT DESIGN**
   - Preliminary thoughts and how they respond to the assets and constraints of your site and its surroundings.
   - Go to Part B of this Guide.
   - Go to Part C01 and C02 of this Guide on Starting the Design and Using the Sites Features.

03. **DESIGN DEVELOPMENT**
   - Develop your design in response to feedback from client and stakeholders; consider movement, streetscape, open spaces, local amenities, and building design.
   - Go to Part C of this Guide.

04. **DETAILED DESIGN**
   - Consider construction details, use of materials, and detailed layouts. Prepare planning application drawings and design report. Submit the planning application.
   - Understand the Building Regulations.
   - Speak to Building Control.
   - Commission Surveys to inform design proposals.
   - Go to Part B of this Guide.
   - Go to Part C01 and C02 of this Guide on Starting the Design and Using the Sites Features.

Depending on the scale and nature of the scheme, it may be appropriate to engage with relevant statutory authorities and organisations and officers within the District Council. This should be done as early in the design process as possible.

In addition, it may be appropriate to talk to neighbours and carry out public consultation with the existing community as proposals can affect a wide range of people. The Government promotes a proactive approach to planning where community engagement and effective consultation are carried out prior to the submission of a planning application. This can be used to gather views on key aspects of your site, and its context, which are considered important to the local community. Their views on your initial options and ideas will help gain an understanding of any concerns that the community may have in relation to your application.

There are a number of ways to consult or engage with the town and parish council, the community and other interested parties.

Public consultation and exhibitions

- Statutory authorities and organisations that might be relevant to consult to provide initial advice:
  - Natural England: Landscape, Green Infrastructure and Biodiversity.
  - Environment Agency: Flooding, Rivers and Pollution.
  - Utility Companies, including Anglian Water.
  - Highways: Essex County Council Highways.
  - Town and Parish Councils.
  - Conservation Advisory Groups.
  - Neighbourhood Planning Forums.

Refer to the Council’s Statement of Community Involvement for further information and see page 10 of this guide.
The previous section outlined the purpose and value of the Guide and the design process applicants should follow in developing their proposals. This Part of the Guide, outlines the District Council’s requirements on how applicants should assess the context and character of their site to ensure that new development will respect, respond to and enhance the unique characteristics of the settlement at Stage C01.

The aim of this Part of the Guide is to help the applicant understand the context, and character of the area and establish the constraints and opportunities that will guide their proposals.

The applicant must have an understanding and respond to the specific context of their site and appreciate that the application of design principles within this Guide will depend on the location within the District. This chapter provides an overview of the various parts of the District.

The first step is to demonstrate a clear link between the appraisal of the context, any applicable planning designations, the character of the site, physical constraints and opportunities and the development proposals. This link or rationale will need to be explained through the Design and Access Statement that will accompany the planning application.

The steps required in this process are set in the flow chart below.

The environment of the District is protected by a number of local, national and international designations, including: SSSI, Special Areas of Conservation, Conservation Areas, Listed Buildings, Registered Parks and Gardens, Registered Battlefield Sites and Scheduled Ancient Monuments, which seek to preserve the area’s natural and built environment for future generations. The applicant should check the LDP Proposals Map, and carry out their own desktop analysis referring to the Council’s website for further details.
All development is likely to be subject to local planning policy and national planning guidance. This can be in the form of helpful documents or more prescriptive ‘acts’ set within a legal framework.

National and local planning policies will influence whether a site is suitable for development and the form and nature of development. The applicant should carry out a planning review of relevant the planning policy documents. In addition, there are a series of other documents, including Neighbourhood Plans, Village Design Statements (VDS), Conservation Area Reviews and Appraisals, Masterplans and Design Codes, which have been adopted or endorsed by the Council - these are material planning considerations in planning decisions and should be considered in the design of new development. These documents provide a key source of local policy interpretation to supplement the policies in the LDP. Details of the documents endorsed or adopted are available on the Council’s website - https://www.maldon.gov.uk.

Permitted Development
In some instances, construction may be able to proceed without the need for a formal planning application / approval. This is known as ‘Permitted Development’ (PD) rights. They derive from general planning permission granted not by the local planning authority, but by Parliament. Details are available from the Department for Communities and Local Government website.

Even if you do not need to make a planning application, you should follow good design principles, with materials, forms and architectural detailing.

Consider Best Practice
In addition to planning policy, applicants should consider best practice in terms of sustainable design, creating better environments and the quality of the built form. Further advice is available from the Homes and Communities Agency (HCA), the Commission for Architecture and the Built Environment (CABE), English Heritage/Historic England, Landscape Institute publications.
B 02  HELPFUL POLICY AND GUIDANCE TO CONSIDER

Pre-application advice and service

Regardless of the scale of development proposed, the Council is committed to provide an effective planning service which will add value to the design quality of your scheme. Early discussion between the applicant and the planning authority will help reduce delays and potential uncertainties by identifying any issues at the earliest stage. Pre-application advice is subject to charges. Details of fees and charges can be found at the following link: https://www.maldon.gov.uk/info/20046/development_management/9227/planning_advice_and_information

BUILT, HISTORIC AND NATURAL ENVIRONMENT

NEIGHBOURHOOD PLANS AND VILLAGE DESIGN STATEMENTS

SPDS, MASTERPLANS AND DESIGN CODES

Additional Useful Guidance:

If you require any guidance in respect of what may or may not be permitted development you should contact the Council’s planning department or refer to the publication ‘Permitted Development for Householders: Technical Guidance’ (Department for Communities and Local Government, updated in April 2014, http://www.planningportal.gov.uk/uploads/100806_PDforhouseholders_TechnicalGuidance.pdf).

Further Information

Homes and Communities Agency www.homesandcommunities.co.uk
Landscape Institute - https://www.landscapeinstitute.org
Design Review in NPPF and NPPG
The natural landscape of the District is largely shaped by the estuaries of the Blackwater and The Crouch, and the Chelmer and Blackwater rivers and valley sides together with their extensive flat and undulating alluvial plains. These have created a subtle range of landscapes which have and continue to influence the pattern of development.

The nature of the landscape is set out in detail within the Council’s Landscape Character Assessment and each Landscape Character Area (LCA) represents an important consideration when preparing new development proposals. All landscape features need to be acknowledged within any new development and present opportunities to influence it in a manner unique to the location. Whilst some features may initially appear to limit new building, with careful consideration they will help shape development in a way that strengthens local character and creates high quality solutions.

Six differing landscape types are identified within the Landscape Character Assessment i.e. River Valley Landscapes, Estuarine Marsh; Drained Estuarine Marsh; Coastal Farmland landscape; and Wooded Farmland Landscapes. Each has its own distinct characteristics which affect the patterns of built settlement. A summary of the six landscape types is set out below.

**LCA A:** River Valley Landscapes are found around the Lower Chelmer and Blackwater river valleys. Generally they have flat or gently undulating valley floors which in part have a wooded character. In the Lower Chelmer Valley small settlements are dispersed along the valley sides or clustered around bridging points, e.g. Langford.

In the Blackwater River Valley, isolated farmsteads are found on the valley slopes with linear villages centred on the roads. All the settlements are screened by deciduous trees.

**LCA B:**

**LCA C:** The Estuarine Marsh is composed of mudflats and marsh which combine to create a flat, open landscape with a sense of remoteness and tranquillity. Generally there is an absence of trees and hedgerows and whilst there are no settlements within the area, North Farnbridge overlooks it.

**LCA D:** The Drained Estuarine Marsh Landscape is one of flat former salt marsh now devoted to grassland and cultivated fields. Whilst there is an absence of trees and woodland, the drainage ditches create a distinctive pattern within the landscape. Historically, settlement has been dispersed across the area in the form of farms and agricultural buildings. The urban fringe of Maldon and the tourist attractions of Heybridge Basin create a visually more intrusive presence. As with the Estuarine Landscape, the character of the place is one of isolation and tranquillity.

**LCA E:** The Coastal Farmland Landscape is substantially flat and artificially drained to create agricultural land with distinctive ancient rectilinear field pattern. There is an absence of woodland and the settlement pattern is sparse. The network of rural lanes which serves the area is small in scale and sensitive to change.

**LCA F:** The Wooded Farmland Landscape is predominantly elevated undulating hills or ridges and slopes. It includes a mixture of arable and pasture farmland. It includes blocks of mature mixed and deciduous woodland (including areas of ancient and semi-natural woodland); copses, hedges and mature single trees, and mature field boundaries. It provides framed views to adjacent character areas. In places it has an enclosed character with network of quiet, often tree-lined narrow lanes.

Further information can be obtained from Maldon District’s Landscape Character Area Assessment. 2006 (or successor document). Further advice on assessing the landscape character and the visual impact of larger development can be obtained from ‘An Approach to Landscape Character Assessment’ by Nature England and ‘Guidelines for Landscape and Visual Impact Assessment’ by the Landscape Institute.
Preparing a Character Study

The level of information in the study should be related to the scale of the development proposal. For example, a proposal for large-scale urban extension, should be supported by an extensive study to consider the extension in the context of the settlement, and its movement and green infrastructure network. It should carefully consider how the development would integrate with and enhance the settlement. However, an application for infill development or a single dwelling may consider the character of the street and the neighbouring properties to inform how the development can successfully complement the streetscape.

Consider the Context

The starting point for the character study is a consideration of the wider context of the applicant’s site. The application of the principles within the Guide may vary depending on the location of the site within the District. English Heritage's Place Check tool kit may assist applicants when a character study is undertaken (see Appendix 4 - How to Write a Heritage Statement).

For most major applications in the rural area or urban fringe / countryside edge a professional landscape appraisal or landscape and visual impact assessment (LVIA) will be also required.

Within the District, there are four main settlement contexts:

1. **Main Towns** - Burnham on Crouch, Maldon and Heybridge. Predominantly an urban context where the buildings, hierarchy and mix of uses and the public realm are the dominant features and is defined by a series of streets, squares and courts. Within the core of the town centres, the landscape takes a complementary role within this context, but adds significantly to their setting.

2. **Agricultural Settlements** - Althorne, Asheldham, Bradwell-on-Sea, Dengie, Hazeleigh, Langford, Latchington, Mundon, Purleigh, Southminster, Steeple, Stow Maries, Tillingham, Tolleshunt D’Arcy, Tolleshunt Knights, Tolleshunt Major, Ulting, Little Braxted and Great Braxted. Buildings are loosely clustered to define space in key locations such as around nodes, main streets and defining important spaces for example Village Green. The landscape features define the space. The Parish Church is the focal point of villages in these areas.

3. **Riverside and Maritime Settlements** - Bradwell Waterside, Goldhanger, Heybridge Basin, The Maylands, North Fambridge, St Lawrence and Tollesbury. In most of these villages the waterfront provides a strong feature of character and are closely linked to the open nature of the surrounding landscape.

4. **Arcadian Settlements** - Cold Norton, Great Totham (North and South), Little Totham, Wickam Bishops, Woodham Mortimer and Woodham Walter. Houses are generally in large plots and partially hidden from the public view nestling in mature tree cover, hedgerows and landscaping and structural planting.
Settlements in Maldon District (Maldon District Characterisation Assessment, 2012)
B 04.01 MAIN TOWNS

Unique qualities that may apply to your development

The main towns in the District are Burnham on Crouch, Heybridge and Maldon. These have different characteristics but are all most prominent within their established historic centres and relate to their landscape settings. The main towns are located at river / estuarine locations that have a strong influence on character and riverside setting.

A number of key factors define the quality of the built and natural environment and should be considered carefully at the start of the design process. These relate to layout and townscape, building form and massing, public realm and landscape, materials and details. Having an understanding and appreciation of the characteristics of the town and its landscape context and linking this to the exact location in the settlement, provides a good base to start the design process, regardless of how small or large the development is. Whilst town centre interventions may be smaller scale and be focused on details and materials, establishing a positive relationship with the building form and massing that defines the character of the place will be equally important.

Layout and Townscape

The character in different parts of the town is largely defined by the size of individual land ownerships. In the historic centre, the urban fabric is often a finer grain than in the rest of the town because of smaller plot sizes and fragmented land ownership. These characteristics are important, especially when planning larger developments out of the main town or on the edge of town as are topography and distant views.

The manner in which buildings front streets contributes to specific townscape qualities. Whilst most streets in the main towns have continuous frontages with breaks to accommodate only other streets and lanes, in other parts of the towns streets feel open as they accommodate more detached buildings. The townscape qualities can be defined by the ratio of building height to street width and relate to street hierarchy.

Varied rooflines in all three main towns contribute to creating a sense of scale and character. It is important in the design process to carefully consider and respond to the context and mix of existing pitches, volumes, materials and details.

Building Form and Massing

Building heights vary from 1 to 4 storeys, with variations on floor-to-floor height, depending on the use, location and age of the building.

Form and massing is most often related to topography, orientation, use and location within the town. Buildings along main streets are generally of larger scale and vertical proportions, whilst buildings on the edge of towns respond to the landscape with more fragmented and horizontal proportions and two storeys.

Roofs types relate to building footprint and use. Roofs in main towns are steeper than those on the edge of town. Roof volumes often vary within one building and make a major contribution to the character of an area.

The existing streetscape in all three main towns is characterised by variations in building height, massing, and colour. Where a larger plot is developed, the design needs to be sufficiently varied to relate to the surrounding streetscape. This can be achieved through breaking up the overall block mass into smaller buildings. Facades can also provide appropriate vertical emphasis through the fenestration and/or use of colour and material.

Public Realm and Landscape

The character of the main towns is defined by the network of spaces and routes and their treatment. For example, buildings in the town centre are often built against the street edge and frequently have no privacy strip or defensible space. Whilst the public/private boundary is defined by soft landscape in developments on the edge of town. The provision of good quality public spaces and direct routes to facilities and services play a key role in integrating new development into the existing urban fabric.

The provision of appropriate amenity space, car parking and bin storage affects not only the quality of the development but has a direct impact on the character of the area.

Trees, planting and SuDs are also important for the successful integration of developments into the existing urban and landscape fabric in both the main towns and on the edge of settlements.

Materials and Details

Materials and colours provide the visual link to the surrounding context and the careful selection of these is very important. Having in mind the historic context of most of the towns, the texture and weathering qualities of materials used in new developments should ideally reflect those of the traditional ones. Details highlighting verticality e.g chimneys, doors and window designs, play a key role in defining character.
Unique qualities that may apply to your development
The following settlements have been defined as agricultural settlements in the Maldon District Characterisation Assessment: Althorne, Asheldham, Bradwell Village, Dengie, Great Braxted, Hazeleigh, Langford, Latchington, Little Braxted, Mundon, Purleigh, Southminster, Steeple, Stow Maries, Tillingham, Tolleshunt D’Arcy, Tolleshunt Knights, Tolleshunt Major and Ulting.
All Agricultural Settlements are located above the reclaimed marshes, on clay lands in the central core of the Dengie peninsula and also grouped to the north of the Blackwater Estuary. The villages are linear or clustered in form with the majority dominated by a landmark parish church located at the heart of the settlement. At their edges landscape character influences context.
The village centre where the church is located is usually compact with buildings developed close to each other and fronting directly onto the street. Gardens to the rear of these houses are narrow and long, with some opening into farmlands. The larger settlements include more than one centre as the edges were developed in the 20th century. At the village edge the overall pattern of development is open with buildings set back from the street. Local landscape character strongly influences character at the settlement edges.

Layout and Townscape
The change between the centre and edge of village is often pronounced and identified by the point where buildings begin to dominate and enclose views, as opposed to them just fronting a street that accommodates front gardens, trees and hedges. To retain this characteristic, infill and new development should enclose and front the street in a similar manner. Where larger sites are developed on the edge or outside the village boundaries the main consideration is the sensitive rural edge where new development relates to landscape character.

Building Form and Massing
Form and massing is varied and related to topography, orientation and use. Public buildings are usually of larger scale than domestic buildings.
The variety of house sizes located in the village centre is reflected in the height with buildings of 1, 1.5, 2 and 3 storeys. Where 2 storey houses dominate the townscape they have a different floor-to-floor height adopted at the time of construction. The predominant height at the edge of village is 2 floors and floor-to-floor height is more consistent.
Wide span roofs with shallower pitches dominate the edges and gabled roofs with some half hipped examples are common in the village centre. Gambrel roofs provide attic space on first or second floor and are a local characteristic.
The facades are dominated by solid walls with vertical emphasis on openings such as doors and windows. In village cores, occasional shop windows provide a good contrast.

Public Realm and Landscape
The character of the village centre is defined by a central space and narrow routes. The space relates to the church and is enclosed by continuous building frontages. Buildings in the village centre are constructed against the street edge with no front gardens.
The private space in front of houses on the edge is important as it defines the public/private boundary. Planting around the front gardens is mature and makes a significant contribution to the character as it starts to blur the edge between village and countryside.
Trees, structural planting and SuDs form important green infrastructure that successfully integrates developments on the edge and outside the village boundary into the existing urban and landscape fabric.
Native hedgerows and hedgerow trees are distinctive features at the settlement edges.

Materials and Details
Materials and colours provide the immediate visual link to the surrounding context and the careful selection of these is important. Most of the agricultural villages include painted timber, red or yellow brick and render.
Windows are flush with the wall. Dormer windows set apart from each other are seen on high pitched and gambrel roofs. Details that highlight verticality such as chimneys, doors and windows, play a key role and are important for defining character.
Unique qualities that may apply to your development

The settlements defined as maritime and riverside by the Characterisation Assessment are: Bradwell Waterside, Goldhanger, Heybridge Basin, The Maylands, North Fambridge, St Lawrence and Tollesbury. These villages are located in low lands adjacent to the Blackwater Estuary and the River Crouch. The estuaries themselves are of International Importance for Nature Conservation. These settlements have developed either as ports or recreation areas and have less defined urban character but, are closely linked to the open nature of the surrounding landscapes.

Aspects of some port and riverside settlements are found on the waterfronts of both Maldon and Burnham on Crouch.

Layout and Townscape

The maritime and riverside settlements are characterised by concentrations of development along the waterfront which act as the centre of gravity. The relatively flat topography defines the regular layout of narrow streets and blocks. Plots are small and accommodate a mix of houses and boat sheds.

Houses are usually set back from the street and modest in scale with pitched roofs that are shallow in comparison to other parts of the District. Some streets are lined with trees and hedges that dominate the townscape.

Building Form and Massing

Building height is predominantly 1 or 2 storeys. Form and massing relate to topography and the open feel of the waterfront. Views and vistas influence form and massing of buildings and the domination of horizontal proportions of the facades.

Rooflines and chimneys are less dominating elements of the townscape. Whilst solid walls dominate in older buildings, windows and openings are larger and more irregular in newer developments. These architectural features play an important role to reflect light and create shadows.

Public Realm and Landscape

The relationship of public space with the waterfront and how it is accessed and framed is of critical importance to the maritime settlements. The integration of SuDs and the use of open space to alleviate flood risk are important considerations for developments in these areas.

Materials and Details

Traditionally buildings in this area were built of timber and timber remains the material that characterises the area. The facades are often finished in horizontal timber boarding which is in its natural weathered colour or painted white or black.

House Boats

The District has small groups of houseboats along the rivers and estuaries which provide a unique type of housing framing part of the District’s varied character. House boats are a form of residential development similar to that of land based housing, requiring similar infrastructure such as car parking provision, access roads, refuse disposal points and where possible access to main infrastructure works. Development will be required to take into account nature conservation and the character and appearance of the area.
Unique qualities that may apply to your development

The following settlements have been defined as Arcadian by the Maldon District Characterisation Assessment: Cold Norton, Great Totham (North & South), Little Totham, and Wickham Bishops, Woodham Mortimer, Woodham Walter.

Although these settlements have different characteristics, they do have much in common such as their rural environment integrated by the picturesque and pastoral approach to landscape design and structural planting in streets and individual plots. This approach is characteristic of the layout of parks of great country houses in the eighteenth century.

Recent years have seen an increase of infilling of spaces between houses, rebuilding of houses with a larger footprint than their relatively modest predecessors and the addition of large groups or small cul-de-sac estates to the edges of the villages. This has gradually eroded much of the original Arcadian character. Where there has been the retention of trees or structural planting, the need to create new vehicular accesses, footways and parking areas has caused the removal of soft verges and hedges resulting in the disappearance of a sense of soft enclosure and in some cases seclusion.

A number of key factors define the character of development in the settlements and should be considered carefully at the start of the design process.

Layout and Townscape

The layout of the Arcadian villages is characterised by small farmsteads, with cottages and modern houses present along rural lanes, especially in the east of the area. There are various dispersed groups of hamlets, each with its own specific but small historic core.

The size of dwellings varies with larger houses and small bungalows placed centrally in large gardens. The earlier houses still follow traditional forms and roof spans with additive compositions of wings and ranges sometimes at right angles to the main house. Plans can be varied, with no predominant arrangement of entrances or main windows.

The building of some larger houses and villas for residents emerged in the 19th century. More recently, development has seen areas of higher density housing evolve as incremental small scale developments have crept along and between the existing lanes, with new cul-de-sacs and the loss of the overall dominance of trees and soft landscape.

Building form and massing

Traditional storey heights and roof forms were present until the mid twentieth century following the precedents of pitched roofs with chimneys.

The existing streetscape is characterised by an original network of lanes, where properties are often set back behind substantial front gardens. The roadside hedges, trees, green verges and ditches were retained. Deep gardens to the side and rear were retained with planted boundaries. The density can be as low as six dwellings per hectare.

Public realm and landscape

The Arcadian character is derived mostly from the qualities of the surrounding landscape and being in harmony with the natural environment. Buildings of varied architectural style can fit into this character if they are integrated into landscape and relate to the unique environment.

The existing tree cover and vegetation, including grass verges, of a site must be retained and enhanced by new planting of native and appropriate species. Hedges or other appropriate natural boundary treatments should be used to provide enclosure to front gardens. Open plan lawns are not appropriate in the Arcadian context.

Materials and detail

The earlier vernacular houses generally have smaller windows that reflect the lower height of the internal spaces. The emphasis on openings is usually vertical, with vertical subdivisions. The Arts and Crafts movement led to a greater focus on horizontal openings.

A range of local materials is found which includes: timber frame with render or weatherboard, soft red and gault bricks with imported yellow stock. The use of render with mock applied timbers is used on some of the larger individually designed houses and reinforces the Arts and Crafts and other external influences.

Barn Conversion, Wickham Bishop

Woodham Mortimer

Arcadia

Key map - Arcadian settlements in pink
Having identified planning designations relevant to the site and prepared a character study, applicants should then carry out a detailed site appraisal to consider the physical aspects of their site. This could include topography, existing drainage, natural features and access points in order to identify the key constraints and opportunities that may impact on future development.

The aim of the site appraisal is to identify, in spatial terms, those constraints that will impact on the design and the opportunities present to the site. This will inform the understanding and design approach to the site including:

- The context of the site - the building lines of adjoining properties, the size, the height and materials of any adjacent buildings should be noted. Where there are variations, these should be considered as key determinants of the form, massing and layout of the new development.
- The relationship of the site to the wider street scene and the settlement as a whole including (where appropriate) views of the site from open countryside.
- The character and significance of any existing buildings, walls and other structures already on the site. Their potential for reuse as part of the new living accommodation, for storage or garaging or as a means of tying the new buildings into their surroundings should be fully investigated.
- The contribution made by trees or other structural planting or landscape features within or adjoining the site.
- Sustainable development principles – reducing energy use and using renewable sources; choosing ‘low impact’ and local building materials from sustainable sources; minimising levels of waste arising from development; and prioritising the use of brownfield land.
- The impact and requirements of the Building Regulations, in particular Approved Document B (Fire Safety), Approved Document L - Conservation of Fuel and Power, and Approved Document M - Access to and Use of Buildings, upon the design of new building(s).

It is also recognised that most settlements in all the village categories and particularly within the main towns contain mid-late twentieth century developments that have a weak character. If these developments were to be redeveloped as a whole, then their redevelopment should be guided by the key characteristics and policies of the appropriate section of this Design Guide.

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Make sure that a site appraisal plan is prepared that considers the wider and local context within which the development is set considering: What are the features of the site and its surroundings? Can we use them to shape the design? How does it connect with the surroundings and integrate with the settlement?

### In particular, have you:

- Identified all planning designations.
- Considered the character of the site within its settlement and outlined how your design can respond to this character.
- Prepared a detailed site appraisal and established the constraints and opportunities that apply to the site, in particular to:
  - Existing networks of natural features including trees, hedgerows, watercourses, ponds, green space, meadows, arable land, habitats and Public Rights of Way (footpaths, bridleways etc).
  - Any conservation or ‘special’ areas.
  - Areas, buildings and/or structures of historical importance including man-made landmarks.
  - Views into and out of the development site.
  - Topography and landform.
  - Land uses adjacent to the site and the effects these may have on the design or treatment of the edges of the development.
- Meets all site and setting appraisal requirements of the MDC Local Validation Check List.

At this stage, the applicant should have a full understanding of their site and its settings. This work should inform the design proposals in terms of street layout and connectivity, land use, landscape and townscape character, use of materials, height and massing, and details in a holistic manner.
PART C: WORKING WITH THE GUIDE

C 01  STARTING THE DESIGN

How to use Part C of the Guide

Once the unique qualities that may apply to your development have been established, this part of the Guide sets out the design principles to follow. Illustrated by the diagram below, Part C is subdivided into 3 sections:
• Landscape and Public Realm,
• Building Design,
• Delivery and Maintenance.

The design principles are illustrated using indicative sketches, which capture some of the most important characteristics of the settlements across the District. The sketches are not meant to be prescriptive but illustrate how development could provide a design response.

01 CONCEPT DESIGN
Preliminary thoughts and how they respond to the assets and constraints of your site and its surroundings.

02 DESIGN DEVELOPMENT
Develop your design in response to feedback from client and stakeholders; consider movement, streetscape, open spaces, local amenities, and building design.

03 DETAILED DESIGN
Consider construction details, use of materials, and detailed layouts. Prepare planning application drawings and design report. Submit the planning application.

LANDSCAPE AND PUBLIC REALM
C02 Using the site’s features.
C03 Creating a network of streets, cycleways, footpaths and access arrangements.
C04 Creating enclosure and definition.
C05 Streets where everyone can meet, gather and relax.
C06 Open spaces.
C07 Residential outdoor amenity.
C08 Street furniture, lighting and public art.
C09 Waste management and utilities.
C10 Car parking.
C11 Cycle parking.

BUILDING DESIGN
C12 Layout and plot size.
C13 Density and uses.
C14 Form and massing.
C15 Corner buildings.
C16 Inclusive and accessible design.
C17 Noise and overshadowing.
C18 Facades and elevations.
C19 The building edge.
C20 Materials and details.

DELIVERY AND MAINTENANCE
C21 Future proofing.
C22 Delivering high quality development.
C23 Sense of Place Toolkit.
PART C: WORKING WITH THE GUIDE

C 01 STARTING THE DESIGN

Concept Plan
The information gathered should be drawn upon to create a concept plan which responds to any significant constraints on or adjacent to the site and exploiting its opportunities.

Make sure that:

- A vision or ‘picture’ of the development is established which brings buildings and open spaces together with their surroundings.
- Environmental issues such as air quality, water consumption and quality, drainage, sewerage, energy, noise, light, waste, contamination, design and building materials - are taken into account.
- The appearance of the development responds to its surroundings, reflects the scale and character of the local area and helps strengthen the character.
- The functional aspects are brought together, e.g. footpath, cycle and road connections.
- Connections with the surrounding area are created and the development is integrated with its surroundings.
- Building blocks and spaces are brought together to create character, and respond positively to their surroundings.
- Development is orientated to take advantage of sun light and daylight.
- The layout is user friendly to pedestrians and cyclists and encourages people to walk or cycle.
- Buildings face the street to create enclosure and active frontages.
- A hierarchy of streets with different scale and character is created.
- Squares or open spaces where people can meet, play and socialise are created.
- A network of green spaces which link together to provide green infrastructure for wildlife and people is created.
- Car parking is carefully located to ensure it is not a dominant element and is overlooked, and various solutions are considered.
- Connections to public transport are inviting, safe and attractive.
Design Principles to be Taken into Account in Design of Development

- Connections to public transport are inviting, safe and attractive.
- The appearance of the development respond to its surroundings.
- Connections with the surrounding area are created.
- A hierarchy of streets with different scale and character is created.
- Buildings fronting the street creates enclosure and active frontages.
- Car parking is carefully located to ensure it is not a dominant element and is overlooked.
- Squares or open spaces where people can meet, play and socialise are created.
- A network of green spaces which link together creates new habitats and increases the number of species on site.
- A layout which is user friendly to pedestrians, encourage people to walk or cycle is created.
LANDSCAPE AND PUBLIC REALM

C 02 USING THE SITE’S FEATURES

Landscape or Natural Features
Natural assets and physical characteristics such as watercourses, orientation, wind direction, topography, landform, geology, drainage patterns, field patterns, boundaries and vegetation cover, have had a significant influence in shaping the District’s settlements. Working with these features can contribute to sustainable development and help to enhance the distinctive local character.

Make sure that the scheme:

- Is integrated with the local landscape character
- Uses the physical features and topography of the site to best advantage.
- Is designed to maximise the benefits of the site’s natural resources.
- Strengthens and retains existing features of biodiversity and ecological value such as hedgerows, ditches and watercourses.
- Has a network of green spaces which connect to the wider landscape and create new habitats to increase biodiversity value.
- Has a joined-up network of open spaces and is located where existing and new residents are able to have easy access.
- Incorporates SuDs as an integral part of the development.
- Reflects natural or cultivated elements e.g. incorporating tree species/planting characteristics of the area.
- Uses the challenges of air quality, noise and contaminated land sources to inform orientation and location of development.

Further guidance:
- TCA/Wildlife Trust
- Building for Life 12
- Maldon District’s Vehicle Parking Standards SPD (or successor)

Townscape
Street layout, building, scale and massing, rooflines, windows and door proportions, chimneys, orientation, layout of gardens and land use, all define the townscape.

Make sure that the scheme relates to:

- The scale, character and pattern of surrounding buildings.
- Conservation Area and Listed Buildings requirements.
- The existing building materials, textures and colour palettes.
- Key views, focal points or landmarks.
- Existing features and amenities.
- The current highway, cycle and footpath network, including public rights of way (PRoW) and bridleways.
The scheme has a network of streets, cycle ways and footpaths, which connect to each other and where possible provide alternative routes for all users and all modes of transport.

New streets have a logical order and a street hierarchy which incorporates multi-functional routes. These will be expressed by their width, built enclosure, frontage, parking arrangements, materials and street planting.

New streets and footways can connect to neighbouring land, which may be developed in the future.

A connectivity network via footpaths and cycleways is considered separately if a cul-de-sac or dead-end arrangement for vehicles is unavoidable. Whilst a single access point and cul-de-sac arrangement may be unavoidable for motor vehicles, pedestrians and cyclists should not be constrained in terms of access and movement to the wider community.

Streets, cycle ways and footpaths follow desire lines and use natural features identified at the start to create an inviting, interesting, direct and safe routes for all users.

Streets, cycle ways and footpaths include proposals for hard and soft landscape that reflect the characteristics of the local area.

All routes provide direct pedestrian and cycle links to local amenities such as shops, schools and health centres.

Routes are attractive to encourage cycling, walking and use of public transport.

Where appropriate, to consider access to PROW including bridleways and potential for multi-user tracks and links.

Make sure that:

- The scheme has a network of streets, cycle ways and footpaths, which connect to each other and where possible provide alternative routes for all users and all modes of transport.
- New streets have a logical order and a street hierarchy which incorporates multi-functional routes. These will be expressed by their width, built enclosure, frontage, parking arrangements, materials and street planting.
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- Routes are attractive to encourage cycling, walking and use of public transport.
- Where appropriate, to consider access to PROW including bridleways and potential for multi-user tracks and links.

Further guidance:
- Manual for Streets (DfT)
- Building for Life 12
- Maldon District Vehicle Parking Standards SPD, 2006 (or successor document)
The definition and enclosure of streets and spaces relates to the height and width of buildings. The distance between buildings should be relative to the width of the street or space in front of them and the buildings on the other side. This relationship will affect how comfortable or safe a person feels when using the street or space.

The boundaries between public and private spaces can take many forms including planting, hedges, walls and fencing. Sometimes it is appropriate to have a less physical barrier, for example the change from public space to private space could be shown by a change in materials. The choice of boundary treatment should reflect high quality treatments used in the local area.

Make sure that streets and spaces:

- Are defined and enclosed by buildings with a human scale.
- Are fronted by buildings that have ground floor windows from habitable rooms overlooking the street or space - known as natural surveillance.
- Are fronted by main entrances/front doors which provide direct access to the street or space - known as an ‘active frontage’.
- Are defined by boundaries that do not limit the amount of overlooking from the adjacent buildings but clearly indicate and/or divide public space from private space.
- Provide residents of adjacent buildings with privacy by providing a sufficient amount of private space between public and/or communal spaces and the adjacent buildings - known as ‘defensible space’.

Planting adds to the character of the streetscape and provides an efficient boundary between private and public spaces. If none or little frontage, a variety of materials and building heights creates enclosure and definition.

Further guidance:
- Local Development Plan - Policy S3 Placemaking
- Urban Design Compendium
- Building for Life 12 - Creating well defined streets and spaces
C 05  STREETS WHERE EVERYONE CAN REST, GATHER AND MEET

Streets and spaces are where people rest, gather and meet and are inclusive environments for social activity and often are the most permanent features of the built environment. An attractive public realm enhances people’s quality of life and the perception of an attractive place. Inclusive design avoids social exclusion, for example; gated estates are exclusive in design terms and socially excluding.

Make sure that streets and spaces:

- Have been designed inclusively providing social spaces for the community to rest, gather and meet.
- Encourage pedestrian movement by prioritising the needs of pedestrians, cyclists and public transport users over those of motorists. Provide continuous pavements of a sufficient size to meet the needs of all users.
- Integrate natural methods of traffic calming within the street design.
- Shared surfaces are used on lower order streets and/or local centres, next to public spaces, or other appropriate locations. The use of shared surfaces does not confuse the order of streets.
- Are convenient, safe and easy for all to use, including wheelchair users. The amount of street furniture has been kept to a minimum.
- Include trees and soft landscaping (on all street types) that reflect the order of the street. The species provided are appropriate to the environment and their location, both at the time of planting and maturity - applicants should seek advice from appropriate specialists.

Further guidance:

- Appendix 1 - Technical Document; Landscape and Green Infrastructure
- Local Development Plan - Policy S3 Placemaking
- Manual for Streets (DfT)
- Building for Life 12 - Streets for all

Design Principles for Streets and Spaces

Streets and spaces designed as social places. They provide places for people to rest, gather and meet.

Provides continuous pavements of a sufficient width to meet the needs of all users.

Integrate natural methods of traffic calming within the street design.

Include trees and soft landscape that reflect the order of the street.

Shared surfaces are used on lower order streets and/or local centres, next to public spaces, or other appropriate locations.

Further guidance:
All development must contribute towards improving the provision, quality and/or accessibility of local and strategic open space, sports, community and leisure facilities. This could be achieved through appropriate contribution or direct provision. Where direct provision is made open spaces should form part of an overall green infrastructure network and must make a positive contribution towards the townscape. Open spaces should be high quality and have a primary role or function to prevent them becoming unused or neglected. The local context should be reflected in the design of local open spaces, which could be achieved through the use of materials, trees, planting, lighting and street furniture.

Make sure that open space:

- Uses the natural features identified at the start of the design process as focal points.
- Integrates into the wider landscape of the scheme and is located so that residents can access it easily and directly.
- Links with existing spaces to form green routes/networks.
- Is not pushed to the edge of the scheme.
- Is of an appropriate size, shape and layout to meet the needs of the scheme’s users.
- Is appropriately defined and enclosed by buildings with windows on the ground floor from habitable rooms overlooking it where appropriate.

Further guidance:

- Local Development Plan - Policy S3 Placemaking
- Urban Design Compendium Landscape and Thriving Public Realm
- Building for Life 12 - Public and Private Spaces
- Landscape Institute (2014) Profitable Places
- Design Council (2009) - Design and Planning for Play
- Appendix 1 - Technical Documents - Landscape and Green Infrastructure
Whether residential development is private or affordable, they should be indivisible, and should be planned around safe and usable spaces. Usable outdoor amenity could be in the form of private or communal gardens, balconies, children’s play areas, allotments, or public spaces.

Depending on the scale of the development and the quality and quantity of existing provision in the wider area, it may be necessary to incorporate an element of outdoor amenity for residents into your development. Generally, provision should be made that fulfils a number of functions: hanging out washing, sitting out, having a kick around, providing habitats for wildlife and allowing water to drain naturally.

Private Amenity Space i.e. Gardens and Balconies - Private garden land is the enclosed area within a dwelling curtilage from which the public is excluded. Private gardens should contribute towards the leafy, green character of the local area. They provide a function that may not be interchangeable with the offer of public open space. Additionally, they may provide residents with the opportunity to play and grow food. Balconies must be usable, functional and practical in the same way as private gardens.

Communal Gardens, Allotments and Amenity Space - In contemporary flat developments, it is essential to provide an element of communal outdoor amenity space to complement the lower levels of private outdoor space. These spaces should be safe, usable, designed to a high standard and well managed so that the space remains high quality.

Make sure that:

- An adequate amount of amenity space has been provided for each dwelling. The overall size of the garden is in proportion with the type of dwelling and the character of the area. The minimum standards set out in the Essex Design Guide are achieved: for houses 3+ bedroom = 100 m² per unit; 1-2 bedroom = 50 m² per unit; for flats = 25 m² per unit.
- External access to rear gardens has been provided avoiding long, narrow alleyways.
- Amenity spaces have not been compromised by the location of parking areas, garages and refuse storage areas.
- Amenity space is located to allow for maximum daylight and sunlight.
- Topography is taken into account and imaginative solutions are used to respond to it.
- Where new development backs on to the rear gardens of existing housing, the distances between buildings are a minimum of 25 metres.

Further guidance:
- Appendix 1 - Technical Documents- Noise and Air Quality
C 08  STREET FURNITURE, LIGHTING AND PUBLIC ART

The design and location of street furniture should be simple, high quality, well designed, robust, and responsive to its setting. They should be considered in an integrated way into the design of the landscape. Street furniture should be restricted to essential items, and where possible functions should be combined, for example attaching signs to lamp posts, mounting street signs, or lighting on buildings.

The changes in level should be considered when designing for planting and street trees to ensure that they are integrated into the public realm to minimise the need for bollards.

Schemes with lighting that are well considered and reflective of the area are essential to the creation of safe, high quality streets and spaces.

Public art can play a significant part in the character of the public realm. It helps to create distinctive places as well as forming legible features. It can be delivered in varied forms, but should be designed for a specific location in the landscape or public realm.

Make sure that:

- The number of elements such as light columns, sign poles, seating, is kept to a minimum. This helps to avoid clutter.
- There is a relationship between the individual items of street furniture.
- Where possible their functions are combined.
- The use of bollards is kept to a minimum.
- Lighting is used to create safe, inviting routes and spaces, but avoids over-lighting particularly in sensitive and dark rural areas.
- Where public art is used, it is carefully integrated into the public realm and provision is made for its maintenance.
- All elements are attractive, robust, durable and easy to maintain.

Further guidance:
- Local Development Plan - Policy S3 Placemaking
- Manual for Streets
- Guidance for the reduction of obtrusive light (ILE)

Carefully integrated lighting will create safe, attractive and usable public spaces in conjunction with the location of other furniture and planting. Light fittings should minimise light spill and excess light distribution into adjacent properties and the landscape.

Benches, trees and art features help guide direction and avoid the use of too many bollards.
The provision of waste management facilities within developments is fundamental to provide and maintain an attractive and healthy environment. In some instances, it may be more practical to provide these facilities where it would result in a better visual appearance to the streetscene rather than as a cluster.

For utilities, whilst they generally run under ground, they have an impact on where trees can be planted and above ground supply boxes can be unsightly. The provision and location of utility requirements should be considered at an early stage to minimise potential conflict and reduce their impact.

### Make sure that:

- Sufficient space has been provided for store bins and containers. The storage areas are convenient for residents and are attractive where they can be seen from streets and spaces.

- Access has been provided between bin storage areas and collection vehicle access. Long path/alley ways between rear gardens and the street have been avoided.

- Convenient access has been provided for service vehicles that avoids the need for them to frequently turn around and gives priority to through routes.

- Utility boxes, cable runs and maintenance access points have been integrated positively into the scheme and do not conflict with landscape features, tree planting and/or the design of the public realm.

Examples of the successful integration of covers, manholes, and other utilities within the design of public spaces will contribute to the overall impression of the quality of the public realm.
The provision of parking is a significant design challenge in the built environment. If poorly designed it can have a significant negative impact on the appearance of streets and spaces. Car parks should include tree planting at regular intervals.

Designing streets so that they can accommodate on-street visitor parking can really benefit residents by reducing the likelihood of anti-social parking. Visitors’ parking spaces are needed most where residents have a limited number of allocated parking spaces, especially where these are located in-front of properties or in rear parking courts. This could be locating visitors’ parking spaces next to open spaces and local facilities, for example.

The suitability of parking solutions will vary depending on the location and nature of the proposal. For example, parking on driveways in larger developments or developments in urban locations should be avoided. However, in rural locations, parking on driveways could be an acceptable solution provided accesses are kept clear.

### Make sure that:

- All parking solutions and accommodation for trees are thoroughly considered early in the design process.
- A variety of parking solutions are used to form part of the overall street design.
- Adequate visitor parking spaces are located throughout the development, and are easy to recognise.
- Garages and car ports are carefully integrated within building frontages and do not break up the enclosure or the definition of the street.
- Rear parking courts are provided when all on-street options have been exhausted, ensuring they are small in scale and overlooked and avoid large expanse of tarmac.
- Where practical, housing is designed to enable the installation of a domestic electric vehicle charging point to the approved industry standard.
- Parking in front of dwellings are minimised if possible, or do not use up all front gardens, and avoid extensive areas of hard surfacing.

### Further guidance:
- Maldon District Vehicle Parking Standards SPD, 2006 (or successor document)
- Local Development Plan - Policy S3 Placemaking
For cycling to become an alternative to the car, bicycles must be readily accessible with secure parking. The type of storage will depend on the nature and scale of development. If cycle storage is conveniently located i.e. close to entrances, cyclists are more encouraged to use them.

Similarly, accommodation for mobility scooters should be considered at the design stage depending on the nature of the development proposals.

Make sure that:

- Cycle storage is integral to the design of the scheme and easily accessible and secure to encourage its use.
- Cycle storage is provided externally, sited sensitively, well screened and is made from durable materials appropriate to their setting.
- Cycle storage is not projected forward of the established building line.
- Dedicated visitor cycle spaces are provided close to the main entrances and located in areas that are well overlooked by habitable rooms. The Council will require at least 1 cycle space per 8 units for visitors.

Further guidance:

- Maldon District Vehicle Parking Standards SPD, 2006 (or successor document)
- Local Development Plan - Policy S3 Placemaking

Examples of carefully integrated cycle parking

Design Principles for Cycle Parking
New development should respond to the existing pattern of development within a settlement, taking cues from existing block sizes, patterns of plot subdivision, and relationship between the built and non-built private space. This approach will help to integrate new development within existing settlements as a natural extension. These cues should be drawn from the Character Study carried out as part of ‘Responding to the Site and Setting’ and responding to planning policies in the Local Plan. Full account of context should be taken and use of standard designs should be avoided.

**Make sure that:**

- Development ensures the efficient use of land.
- Connections to surrounding areas are made.
- There is a clear distinction between public and private spaces.
- Natural surveillance of the street is increased.
- An attractive and active street frontage can be achieved.
- Building frontage/plot width responds to context with narrower frontages located in town and neighbourhood centres and along the waterfront.
- Block sizes are flexible and suitable for a range of uses.

**Further guidance:**

- Local Development Plan - Policy S3 Placemaking
- Manual for Streets (DfT)
- Building for Life 12 - Streets for all
- Appendix 1 - Technical Documents - National Space Standards
While it is important to ensure best use of land in an efficient and cost effective manner, density should be appropriate to the location, respond to and/or enhance the character of the existing settlement and context.

Typically, densities decreases the further from the centre of a settlement. Lower densities may be more appropriate in Agricultural or Arcadian settlements, and edge of settlement sites. However, a higher density may be more appropriate for the Main Towns, or areas where they have good access to public transport, services and facilities, in the interest of creating sustainable development.

Make sure that:

• Density is appropriate to the location.

• It responds to and/or enhances the character of the existing settlement.

• A range of densities in large developments is provided.

• Higher densities are focused around key movement nodes, along strategic routes, and within neighbourhood, local and village centres.

Examples of densities appropriate to the location

Further guidance:

Building for Life 12 - Character
Appendix 1 - Technical Documents - How to Measure Net Density.
C 14  FORM AND MASSING

The form and massing of development can have a significant contribution to the character of an area. The majority of traditional buildings in the District either in urban or rural locations adopt a very consistent, simple form, with regular floor plans, and pitched roofs. New development should create a positive character, with its own identity that relates to the characteristics of the settlement and the opportunities or constraints for innovative design.

Make sure that:

<table>
<thead>
<tr>
<th><strong>Development has an identity that respects or responds to the characteristics of the settlement and opportunities/constraints identified.</strong></th>
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<table>
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<tr>
<th><strong>The design of the buildings relate to the form, height and proportions of buildings in the local area.</strong></th>
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<tr>
<th><strong>The buildings adopt a simple form, including the form of the roof, using proportions that are relevant to the order or hierarchy of the street.</strong></th>
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<thead>
<tr>
<th><strong>Building elevations relate to and take cues from existing well designed buildings in the local area. The arrangement of windows and openings is simple and aligned.</strong></th>
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</table>

<table>
<thead>
<tr>
<th><strong>The scheme incorporates features, such as chimneys and dormer windows where they are predominant in the local area. Where included, they must form an integral part of the building function.</strong></th>
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<tr>
<th><strong>The design emphasises the character of the local area.</strong></th>
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<tr>
<th><strong>The design provides variation in form, scale and massing.</strong></th>
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Further guidance:

- Building for Life 12 - Character

Design Principles for Form and Massing
Corner sites are visually prominent and may provide an opportunity to accommodate non-residential uses to aid legibility of a place, or to contribute to its character through distinctive designs or increased building height.

Standard house types are unlikely to work on corner locations and local centres.

**Make sure that:**

- Buildings have been designed to define the corner space of a block and ensure the continuity of the street/space and building frontage.
- Corner buildings provide activity and overlooking onto both streets/spaces by providing natural surveillance from ground floor windows on both of the facades facing the street and/or space.
- Where garages and carports have been integrated within the frontage of the building, they do not create blank frontages to streets and spaces.

**Further guidance:**

- Building for Life 12 - Creating well defined streets and spaces

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Design Principles for Corner Buildings

- Buildings have been designed to define the corner space of a block and ensure the continuity of the street/space and building frontage.
- Corner buildings provide activity and overlooking onto both streets/spaces by providing natural surveillance from ground floor windows.
- Where garages and carports have been integrated within the frontage of the building, they do not create blank frontages to streets and spaces.
Inclusive design is about making places everyone can use.
Residential development must address the needs of everyone regardless of age, gender, mobility, ethnicity or circumstances especially the most vulnerable, i.e. those with pushchairs, people with disabilities and the elderly.
Inclusive design also means promoting high levels of social inclusion. A residential development that is not only functional but also aesthetically pleasing will offer good value to residents and reassure those who may be reluctant to leave their homes, i.e. the elderly.

Make sure that:

- The needs of everyone are taken into account when designing access to and from dwellings; open spaces, and other landscape features; bin and cycle stores; parking spaces.
- Current building regulations with respect to accessibility is complied with. These include: means of access to and into a dwelling; circulation within the entrance storey of a dwelling; accessible switches and sockets in the dwelling; WC provision on the entrance storey of a dwelling; and passenger lifts and common stairs in blocks of flats.
- Individual dwellings are designed to be flexible, capable of adaptation to meet the changing needs of residents in the future - such as needing to adapt a home to reflect a loss of mobility, or adapting a home to allow home working.
- Where appropriate all new dwellings are designed and built to Lifetime Home Standards and are wheelchair accessible or easily adaptable for residents who are wheelchair users.
- Affordable housing is provided where developments provide 10 or more homes, or comprise an area of 1,000 square metres or larger. The quality of affordable should be as good, if not better, than that of market housing, including how it looks aesthetically to encourage social inclusion and community cohesion.

Further guidance:

- Building for Life 12 - Character
- Appendix 1 - Technical Documents - National Space Standards
- Appendix 1 - Technical Documents - Designing for Older People Housing

Friary Fields, Maldon, a scheme of 32 homes for social housing was sensitively designed to sit comfortably in its historic context.

Spaces everyone can use

Means of access to and into a dwelling - level access or DDA compliant ramps
Noise can be a significant source of aggravation for residents. Issues associated with noise are prevalent in locations close to external sources of noise such as railway lines and busy main roads. Busy roads can also affect air quality and the usability of outdoor areas. Careful design can help to reduce the impact of noise.

Buildings close to the boundary of neighbouring properties can increase overshadowing or loss of daylight to neighbouring properties. Habitable room windows should normally be at least 12 metres away from the flank wall of the neighbouring property. Care should be taken to avoid areas which are permanently in shade, overshadowed by adjacent buildings.

Make sure that:
- Buildings are orientated to that habitable rooms and amenity space do not face noise sources.
- Design features such as recessed balconies are introduced.
- Barriers such as garages or walls are located between noise sources and dwellings.
- Noisy external activities such as play areas are located close to properties they serve, but far enough away to avoid noise disturbance.
- The relationship of buildings does not cause overshadowing.
- Where modern methods of construction are proposed to mitigate noise they are welcomed if tested.

Further guidance:
- Local Development Plan and SPDs
- Building for Life 12 - Character
- Appendix 1 - Technical Documents - Noise and Air Quality
- Part E Building Regulations Resistance to the passage of sound

Existing buildings within the locality should be the starting point for the consideration of facade design and elevational treatment for new buildings. Generally, this should interpret key aspects of their facade and elevations through their layout, window to wall ratio and proportions, and placement of windows and doors. The District has a wide range of architectural styles and the arrangement of facades varies from settlement to settlement. However, building facades are generally organised with windows and doors aligned horizontally and vertically.

Make sure that:
- An architectural approach is established and an identity has been informed by the surrounding area of building facades and elevations.
- The relationship between the existing and the new facades and elevations are demonstrated in the Design and Access Statement.
- Keep it simple! Align windows and doors horizontally and vertically.
The edge of a development and its external appearance are critical aspects for urban extensions and new development at the edge of existing settlements. At times, the edge is poorly defined by wooden fences abutting the countryside or buildings presenting hard built edges to open countryside.

Development should provide an edge which has a clear and well defined external identity. The nature of this edge will depend on the location. However, development abutting countryside should have soft edges, created with appropriate green infrastructure or structural landscaping.

### Make sure that:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Tick when achieved</th>
</tr>
</thead>
<tbody>
<tr>
<td>A strong building frontage is created.</td>
<td></td>
</tr>
<tr>
<td>Structural planting and boundary treatment such as: stone walls are combined.</td>
<td></td>
</tr>
<tr>
<td>Planting is used to soften the mass of the built form.</td>
<td></td>
</tr>
<tr>
<td>Entrances are clearly defined through the use of pinch points, corner or feature buildings.</td>
<td></td>
</tr>
<tr>
<td>Views to important landmarks and/or key buildings are maintained.</td>
<td></td>
</tr>
<tr>
<td>A varied skyline and rooftscape is provided.</td>
<td></td>
</tr>
<tr>
<td>Back fences abutting the countryside are avoided.</td>
<td></td>
</tr>
</tbody>
</table>

### Further guidance:

- Appendix 1 - Technical Documents - Landscape and Green Infrastructure

**Design Principles for the Building Edge**
C 20 MATERIALS AND DETAILS

Whilst the architectural style varies across the District, a common characteristic of buildings is a simple palette of materials and detailing adding to the appearance of buildings in terms of decoration but also performing a practical purpose. For example; historically, weatherboard protected a timber-framed construction and was painted black to absorb heat or white to reflect heat; lime render is a good insulator but a good basis for decoration, including pargetting, pebbledashing and the addition of colour. Materials like timber, reed and straw for thatch were often the most economical building, materials but today are used as sustainable materials in terms of construction.

New development should take cues from the choice of materials and architectural features from the local context or reinterpret it in a contemporary manner using high quality materials and detailing.

Depending where the development is, the Council has a suite of adopted guidance to inform the design for character areas within Strategic Design Codes and Strategic Masterplan Frameworks.

Make sure that:

- A simple palette of robust, and local building materials has been proposed that relates to the to the most commonly used materials in the local area.
- Natural and sustainable materials and reconstituted materials are considered (if reconstituted materials are of comparable quality of natural materials)
- Architectural detailing has been added to the buildings that relate to the detailing used on buildings in the local area - helping to add richness and visual interest.
- The paving and surfacing materials proposed for footpaths, cycle ways and vehicle highways are robust and durable for the street type proposed.
- The materials used for on-street parking spaces relate to the concept design and are consistent with it.
- Shared surface areas are laid out in one consistent material used for both the highway and parking areas with parking spaces carefully defined.
- The type of boundary treatment and materials used reinforce character.

Further guidance:
- Building for Life 12 - Character
- Appendix 1 - Essex Design Guide - Road Type Table
- BRE Green Guide - How to Minimise Carbon Footprint
### DELIVERY AND MAINTENANCE

#### C 21 FUTURE PROOFING

It is important to mitigate the effects of climate change in hotter and colder weather patterns but also to reduce energy consumption, use materials from sustainable sources and consider recycling.

<table>
<thead>
<tr>
<th>Make sure that:</th>
<th>Tick when reviewed</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Building design takes advantage of orientation.</td>
<td></td>
</tr>
<tr>
<td>• Building depths are limited wherever possible to maximise natural lighting levels and natural ventilation.</td>
<td></td>
</tr>
<tr>
<td>• Layouts avoid single-aspect dwellings which may cause homes to overheat if south-facing or create additional heating demands if north-facing.</td>
<td></td>
</tr>
<tr>
<td>• South-facing windows maximise natural daylight.</td>
<td></td>
</tr>
<tr>
<td>• North-facing facades seek to minimise large areas of glazing to prevent unnecessary heat loss in winter.</td>
<td></td>
</tr>
<tr>
<td>• Shading is provided to south-facing windows to prevent overheating in the summer months, such as a deciduous tree adjacent to the property.</td>
<td></td>
</tr>
<tr>
<td>• The use of green roofs are considered and are appropriate within the context of the site.</td>
<td></td>
</tr>
<tr>
<td>• The use of low-embedded energy or materials that can be recycled is used, where appropriate.</td>
<td></td>
</tr>
<tr>
<td>• The use of materials with high thermal mass are used where appropriate.</td>
<td></td>
</tr>
<tr>
<td>• Existing and proposed green infrastructure, landscape features and SuDs are incorporated to mitigate climate change.</td>
<td></td>
</tr>
<tr>
<td>• Consideration is given to incorporate alternative energy sources including air to air heat pumps, community heating systems and biomass boilers.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Make sure that:</th>
<th>Tick when reviewed</th>
</tr>
</thead>
<tbody>
<tr>
<td>• You have checked the building is listed or in conservation area.</td>
<td></td>
</tr>
<tr>
<td>• Energy efficient solutions are integrated as part of the development.</td>
<td></td>
</tr>
<tr>
<td>• Any solar panels that are positioned on building surfaces are facing within 90 degrees south and not overshadowed. Ensure that the roofs are strong enough to hold the panels.</td>
<td></td>
</tr>
<tr>
<td>• The design allows for system maintenance.</td>
<td></td>
</tr>
<tr>
<td>• All water fittings i.e. taps and showers are specified and installed are recognised low flow technology.</td>
<td></td>
</tr>
<tr>
<td>• Low or dual flush WCs are used.</td>
<td></td>
</tr>
<tr>
<td>• The opportunity for rainwater harvesting or grey water recycling is maximised, where possible.</td>
<td></td>
</tr>
</tbody>
</table>

**Further guidance:**

- Building for Life 12 - Character
- Building Regulations - Approved Document M; access to and use of buildings, Approved Document B (fire safety); Approved Document L Conservation of fuel and power.

Designing homes to reflect and adapt to changing climate represents a priority at national and local levels. The significant heritage context of Maldon District should not be in conflict with good sustainable design and good urban design. The introduction of sustainable design and construction techniques in Conservation Areas and on/or close proximity to Listed Buildings can potentially enhance these heritage assets.

![Solar panels and rainwater harvesting](image-url)
From design through to on-site construction and maintenance, all development must be delivered to the same standard for which it was designed. ‘Design Creep’ and dilution or dumbing down of the approved design for economic reasons should be avoided when Reserved Matters of Discharge of Conditions is applied for. Reasonable justification should be made for non-material amendment applications, stating why there is a departure from the design concept approved.

Make sure that:

- New development considers long term maintenance and management from the outset.
- Buildings are constructed and completed as detailed on the drawings approved.
- A simple palette of materials is used that are durable and robust, and weather well over time.
- Where value engineering is used, it is to resolve detailing and seeks improvements to the construction of a building. The use of Non-Material Amendment and/or Minor Material Amendment are at the discretion of the Council and will not be accepted where it is clear that a reduction in quality or material deviation from the approved plans is proposed.
- Arrangements are in place for future management of amenity and open spaces.
- Ensure the key features of the design concept, including existing hedges and trees, soft landscaped boundaries to front gardens and hard landscaping features such a surface and elevational treatments are retained and maintained though effective covenants and management agreements.

The Maldon District ‘Sense of Place’ is a vision which articulates the place and its attractiveness, and defines who the place is for, how it is special, where it has come from and where it is going in the future.

The Sense of Place Toolkit seeks to celebrate the Maldon District as a special and unique place and includes themes, photography, graphic languages and colour palette, all locally inspired. The Sense of Place assets enable businesses and stakeholders to show they support, and are part of, the local area. The assets can be used across a range of different media, public realm materials and advertising – providing a distinct visual identity and a sense of the Maldon District.

Further guidance:
- www.wearemaldondistrict.co.uk
<table>
<thead>
<tr>
<th>Acadian (Settlements)</th>
<th>Unusual for their dispersed pattern and without a core street or green at their heart. Buildings are within a picturesque or pastoral ideal and in harmony with nature.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accessible</td>
<td>When people are able to move around an area and reach places and facilities, including the elderly and disabled, those with young children and those encumbered with luggage or shopping.</td>
</tr>
<tr>
<td>Active Frontage</td>
<td>The interface between buildings and streets is characterised by multiple entrances and windows, which allows interaction between public realm and the premises facing the street.</td>
</tr>
<tr>
<td>Adaptability</td>
<td>The ability of a building to respond to changing social, technological, economic and market conditions.</td>
</tr>
<tr>
<td>Affordable Housing</td>
<td>Social rented, affordable rent and intermediate housing, provided to eligible households whose needs are not met by the market.</td>
</tr>
<tr>
<td>Agricultural (Settlements)</td>
<td>Located above the reclaimed marshes, on clay lands in the central core of the Dengie peninsular and also in a group to the north of the Blackwater estuary.</td>
</tr>
<tr>
<td>Arcadian (Settlements)</td>
<td>Unusual for their dispersed pattern and without a core street or green at their heart. Group on the highest contours of the district.</td>
</tr>
<tr>
<td>Article 4 Direction</td>
<td>A legal mechanism which withdraws deemed planning permission granted by the General Permitted Development Order.</td>
</tr>
<tr>
<td>Backland and Infill Development</td>
<td>Backland development refers to the development of land to the rear of existing buildings including garden land, whilst infill development refers to sites on the street frontage between existing buildings.</td>
</tr>
<tr>
<td>Biodiversity</td>
<td>A diverse range of species and the complex ecosystems they make up.</td>
</tr>
<tr>
<td>Blocks</td>
<td>A form of development where the perimeter is defined by streets.</td>
</tr>
<tr>
<td>Building Blocks</td>
<td>The whole or any part of any structure or erection and bounded by a set of streets.</td>
</tr>
<tr>
<td>Building Line</td>
<td>The line defined by the frontages of buildings along a street or road.</td>
</tr>
<tr>
<td>Built Environment</td>
<td>Buildings, roads, parks, and all other improvements constructed by people that form the physical character of a community.</td>
</tr>
<tr>
<td>Built Form</td>
<td>Buildings and Structures.</td>
</tr>
<tr>
<td>Character</td>
<td>The appearance of any urban or rural location in terms of its landscape or the layout of streets and open space, often giving places their own distinct identity</td>
</tr>
<tr>
<td>Communal Gardens</td>
<td>Private open space shared by a number of households.</td>
</tr>
<tr>
<td>Community</td>
<td>A general term referring to the people living in a locality or the locality itself.</td>
</tr>
<tr>
<td>Conservation Area</td>
<td>A Conservation Area is an area of special architectural or historic interest, with a character or appearance, which is considered to be desirable to preserve or enhance.</td>
</tr>
<tr>
<td>Context</td>
<td>The setting of a site or area, including factors such as land uses, built and natural environment, and social and physical characteristics.</td>
</tr>
<tr>
<td>Cul-de-sac</td>
<td>A street that does not connect to others; a dead-end.</td>
</tr>
<tr>
<td>Defensible Space</td>
<td>A space in front of a building which indicates a change from public to private ownership. This can be expressed in different ways and vary in size, e.g. garden, porch, railings etc.</td>
</tr>
<tr>
<td>Density</td>
<td>The mass or floor space of a building or buildings in relation to an area of land. It can be expressed in terms of plot ratio (for commercial development); homes or habitable rooms per hectare (for residential development); site coverage plus the number of floors or a maximum building height.</td>
</tr>
<tr>
<td>Design and Access Statements</td>
<td>A short reports which accompany and support planning applications where required, to outline design principles and concepts that have been applied to a proposal in relation to layout, scale, landscaping, and overall appearance.</td>
</tr>
<tr>
<td>Design Principle</td>
<td>An expression of one of the basic design ideas at the heart of an urban design framework, design guide, development brief or a development.</td>
</tr>
<tr>
<td>Desire Line</td>
<td>A line of movement linking facilities or places, which would form a convenient and direct route for pedestrians and cyclists.</td>
</tr>
<tr>
<td>Diversity</td>
<td>A place with variety and choice to respond local needs.</td>
</tr>
<tr>
<td>Dormer Window</td>
<td>A vertical window with a roof of its own, positioned, at least in part, within the slope of the roof.</td>
</tr>
<tr>
<td>Eaves</td>
<td>The point where the lowest point of a roof slope, or a flat roof meets the outside wall.</td>
</tr>
<tr>
<td>Ecological</td>
<td>Relating to, or concerned with, the relation of living organisms to one another and to their physical surroundings.</td>
</tr>
<tr>
<td>Edge of Village</td>
<td>Fringes of the villages, a location within certain metres of the village core boundary. Local circumstances should be taken into account in determining whether a site falls within the definition of edge of village.</td>
</tr>
<tr>
<td>Elevation</td>
<td>An external face of a building, or the height of a site above sea level.</td>
</tr>
<tr>
<td>Emphasis</td>
<td>Where building elements highlight the vertical or horizontal nature of buildings which makes them look taller or wider.</td>
</tr>
</tbody>
</table>
Acronyms and Glossary

Environment – Consists of all, or any, of the following media, namely, the air, water and land.
Enclosure – The arrangement of buildings, walls, trees to provide different levels of space.
Façade – The external face of a building or group of buildings that face the public realm.
Fenestration – The placement of windows on the exterior of a building.
Form – The physical appearance of a development i.e. its 3 dimensional shape.
Formal Play Spaces – Area marked and laid out for formal active recreational activities. This includes sports pitches or athletic tracks. Also include LEAP (Local Equipped Area of Play) and NEAP (Neighbourhood Equipped Area of Play).
Functional – Designed to be practical and useful rather than attractive.
Gable – The vertical part of the end wall of a building contained within the roof slope, usually triangular but can be any ‘roof’ shape.
Gated Developments – Developments that are totally secured from non residents entering by secure controlled access gates.
Garden Suburbs – Large scale development planned in a holistic and comprehensive way, including extensions to existing settlements. Development of this nature is based on the ‘garden city’ principles which in effect aim to improve quality of life by providing high quality design; infrastructure appropriate for the needs of the society such as public transport, public services, education and health facilities as well as community facilities and provision of green spaces, gardens, open spaces and landscaped areas integral to their design.
Grain – The general shape and direction of building footprints.
Green Infrastructure Network – A network of high quality green spaces and other environmental features such as parks, public open spaces, playing fields, sports pitches, woodlands, and allotments. The provision of Green Infrastructure can provide social, economic and environmental benefits close to where people live and work.
Habitable Room – Any room used or intended to be used for sleeping, living, or cooking and eating purposes. Enclosed spaces such as bath or toilet facilities, service rooms, corridors, laundries, hallways, utility rooms or similar spaces are excluded from this definition.
Hard Standing – An area of hard core surface, which is usually used for the parking or manoeuvring of vehicles.
Heritage Assets – A range of geographical components of the historic environment which have been positively identified as having a degree of significance meritng consideration in planning decisions. These include listed buildings, conservation areas, old buildings that are not listed but have local historical importance, scheduled monuments, registered parks and gardens, archaeological sites, historic wreck sites.
Hierarchy – A logical sequence of spaces, streets or building forms, increasing or decreasing in size or density throughout a development.
Historic Environment – All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Inclusive – Ensuring that buildings and their surrounding spaces can be accessed and used by everyone.
Informal Play Spaces – Area not specifically marked and laid out for formal active recreational activities. This includes casual or informal playing space within housing estates, safe shared space such as play streets, outdoor equipped play areas for children of all.
Interest – Something that brings advantages to or affects someone or something.
Landform – May refer to layout, scale, appearance and landscape.
Landmark – A building or structure that stands out from surrounding buildings.
Landscape – The appearance of land, including its shape, form, colours and elements, the way these (including those of streets) components combine in a way that is distinctive to particular localities, and the way they are perceived.
Landscape Character Assessment – An assessment to identify different landscape areas which have a distinct character based on a recognisable pattern of elements, including combinations of geology, land-form, soils, vegetation, land use and human settlement.
Language – The system of communication. Sometimes it may be used to show how an object (building) presents itself in relation to its surroundings.
Layout – The arrangement of buildings, streets, and spaces in a development.
LCA – Landscape Character Area.
Legibility – The degree to which a place can be easily comprehended by its users so that navigation through that space is easily achieved.
Lifetime Homes – New homes which conform to Lifetime Homes standards thereby catering for various occupants and their needs. Lifetime Homes standards apply to external and internal features of buildings.
Listed Buildings – A building of special architectural or historic interest as set out in Planning (Listed Buildings and Conservation Areas) Act 1990 as amended. Listed Buildings are listed in 3 grades GII, GII* and GI depending on their age, rarity and special features. Listing includes the interior as well as the exterior of the building, and any buildings or permanent structures (e.g. wells within its curtilage). Demolition, in whole or in part of a listed building or any works of alteration or extension that would affect the character of the building will require a Listed Building Consent.
Listed Building Consent – An approval required before any alteration or whole or partial demolition of a listed building is undertaken.

Local Authority – A generic term for any level of local government in the UK.

Local Character – See ‘Character’.

Local Development Plan (LDP) – The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community and stakeholders. Once adopted the Local Development Plan will legally form part of the Development Plan for the District.

Maritime/Riverside (Settlements) – Abut the Blackwater estuary and the River Crouch. Low-lying, usually protected by sea walls, and with waterfront as the heart.

Massing – The volume of a building or group of buildings.

Movement – The passage of people and vehicles through buildings, places and spaces.

National Planning Policy Framework (NPPF) – Sets out the Government’s planning policies for England, and provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflects the needs and priorities of their communities (see accompanying NPPG).

Neighbourhood Plan – A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area.

NPPG – National Planning Practice Guidance

Open Space – All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity.

Order of streets – See ‘Street Hierarchy’.

Passive (open space) – See ‘Informal play space’.

Permeability – The degree to which a residential development can be penetrated by foot, cycle and vehicle and the connectivity of the development to adjacent developments.

Permitted Development – Development that is deemed to be permitted without the requirement to submit a formal planning application. Development is usually small scale.

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

Place – An area, town or building.

Planning obligation – A legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal.

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

Proportion – See ‘Scale’.

Public Art – Permanent or temporary physical works of art visible to the general public, whether part of a building or free-standing. For example, sculpture, lighting effects, street furniture, paving, railings and signs.

Public Realm – The spaces between buildings accessible to the public; including the highway, green areas, squares etc.

Robust – Functions well in a wide range of, often unanticipated, future scenarios by being able to accommodate modification and adaptation.

Private Amenity Space – Small spaces of land which can be found in and around residential areas. They provide opportunities for informal recreation and enhance the quality of residential areas.

PRoW – Public Rights of Way.

Roof Pitch – The angle of the roof by degree.

Rhythm – Repetition or alternation of elements or architectural features like columns, chimneys, windows and doors with defined intervals between them. It can create a sense of movement and establish a pattern and texture.

Scale – The impression of a building when seen in relation to its surroundings, or the size of parts of a building or its details, particularly as experienced in relation to the size of a person.

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

Sense of Place – A property of space with strong identity and character that is deeply felt by local inhabitants and visitors.
**Shared Surface** – Where all users of a street share one uniform surface with virtually no delineation in height, surface materials, or road markings.

**Spatial Context** – The relationships or interactions that exist between uses, services and facilities within a specified area.

**Social Exclusion** – Term for what can happen when people or areas suffer from a combination of linked problems or have not been designed to be inclusive.

**Social Interaction** – The connections between people and places.

**Spaces** – Includes not just land, but also areas of water.

**‘Special’ Areas** – Special Area of Conservation (SACS) are a selection of very important SSSIs that entered in the Register of European Sites as part of the Natura 2000 network. SACs are established to protect wild birds under the Birds Directive.

**SSSI** – Site of Special Scientific Interest

**Street Furniture** – Structure in a street or space, for example, bus shelters, light columns, signs, seating and litter bins.

**Street Hierarchy** – The structure of street or footways that connect in the local area and at wider scales.

**Streetscape** – The character and appearance of the street environment.

**Structural Planting** – Evergreen and deciduous shrubs, trees or other planting that retains its form and shape throughout the year.

**Supplementary Planning Documents (SPD)** – Documents which add further detail to the policies in the Local Development Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions.

**Sustainable Development** – Development that meets the economic, environmental and community needs of the present, without compromising the ability of future generations to meet their own needs.

**Sustainable Transport** – Efficient, safe and accessible means of transport with overall low impact on the environment, including walking and cycling, low and ultra-low emission vehicles, car sharing and public transport.

**SuDs** – Sustainable Urban Drainage Systems. Schemes for handling surface water by means other than pipes and storm drains, such as porous paving, swales, channels, reed beds and balancing ponds, to reduce the potential of flooding and improve water quality on new and existing urban development.

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

**Topography** – A description (or visual representation on a map) of the shape of the land, for example, contours or change in the height of land above sea level.

**Townscape** – The general appearance of a built-up area, for example a street, a town or city.

**Urban Design** – The process of making places in consideration of sustainable development, including the infrastructure requirements and the design and detailing of buildings and open spaces.

**Urban Grain** – The pattern of development in a settlement.

**Vegetation** – Plants in general or the plants that are found in a particular area.

**Village core** – Usually clusters around one or more road junctions with development spread along the road frontages.

**Vision** – The ideas for the future of an area, place or site referencing the aims, objectives and aspirations of stakeholders and owners.

**Wheelchair Housing** – Affordable and private housing that is designed to be wheelchair accessible.
Planning and Noise, Maldon DC, February 2017
Assessing Air Quality and Emissions Impacts from Development, Maldon DC, February 2017
Designing for Older Persons Housing, Maldon DC, February 2017
Landscape and Green Infrastructure (including Open Space, Sport and Play Facilities, Biodiversity and Trees)
Technical Housing Standards – Nationally Described Space Standard, DCLG, March 2015
Vehicle Parking Standards, Maldon DC, 2006 (or successor document)
Essex Design Guide – Road Type Table, ECC, April 2017
Residential Density Calculation

Residential density is the ratio of the number of residential units to land area. It can be measured either in terms of a site’s gross area or its net area. The gross area is defined as the total site area. The term net site area is defined as the land that is available for residential development or the area of developable land.

Gross site area includes major distributor roads; non-residential land uses within the site such as primary schools, shops and community centres; areas of significant structural landscaping and strategic open spaces and sports pitches serving a wider area.

The measurement of net site area includes access roads within the site; private gardens; car parking areas and incidental open space and amenity areas. This usually takes into account half the width of adjacent roads.

The gross to net ratio will decrease with larger sites as more space is reserved for other non-residential uses, infrastructure, open space and structural landscaping.

Maldon District Council expects housing density for larger sites to be calculated by net site area.

Calculation Example

**Figure A**
- no. of residential units: 54
- total site area: 2Ha
- GROSS residential density: 27 units/Ha

**Figure B**
- no. of residential units: 54
- residential area: 1.2Ha
- NET residential density: 45 units/Ha

Figure A: area taken into account to measure GROSS residential density

Figure B: area taken into account to measure NET residential density
Design and Access Statements help to provide the information needed to support and explain development proposals when applying for planning permission. They assist the planning process and explain the design thinking detailed in this Guide that leads to a planning application. Design and Access Statements make the planning process work more smoothly and contribute to delivering high quality design in all developments but more importantly encourage everyone to think about how inclusive, practical and attractive a building or place will be once it is built.

The Design Council/CABE publication remains current and a good source of advice in preparing a Design and Access Statement. The document can be downloaded at:

[http://www.designcouncil.org.uk/resources/guide/design-and-access-statements-how-write-read-and-use-them](http://www.designcouncil.org.uk/resources/guide/design-and-access-statements-how-write-read-and-use-them)
Heritage Statements help to provide the information needed to support and explain development proposals when applying for Listed Building Consent and/or planning permission. They assist the planning process by assessing the likely impact of development proposals on the significance of a listed building and its setting. Heritage Statements make the planning process work more smoothly and contribute to the developer understanding the significance of the listed building before an application is made and the decision maker understanding the site or structure before an application is determined.

A Design and Access Statement should also set out the thinking on the design approach behind the proposed development that affects a listed building see Appendix 3.

The Essex Conservation Officers' Forum publication *Guidance on Preparing Heritage Statements for Listed Building Consent Applications* is a good source of advice for preparing a Heritage Statement. The document can be downloaded at: www.maldon.gov.uk