Hatfield Broad Oak
An Overview of the Design Guidance and Codes Report

The principal design guidance and codes contained in the report follow the planning policy as set out in the National Planning Policy Framework, the current Essex Design Guide and the Uttlesford District Council Emerging Local Plan.

The guidance and codes contained in this overview will be incorporated into policies contained in the Neighbourhood Plan.

Applicants, developers and landowners will be expected to use the policies as a guide to the communities and the Local Planning Authority's expectations on design, ensuring a degree of certainty. They will be expected to follow the Guidelines as planning consent is sought.

The difference between codes and guidelines can be summarised as:

- Code: Design codes are a mandatory requirement for design issues and are expressed with the word **must.**
- Guidelines: Design guidelines set out aspirations for design that is expected to be delivered and are expressed with one of two words:
  Should reflects design principles that are strongly encouraged.
  Could reflects design principles that are suggestions.

Village Layout

1. The village has a linear development, and this settlement pattern is a defining characteristic and where it is established **must** be reflected by neighbouring development along these streets.
2. A defining feature of linear development distinct to Hatfield Broad Oak is that many dwellings tend to back onto open countryside. Where this pattern is established, development **must not** disrupt it by introducing tandem development in these streets.
3. Any development along linear roads should be in the form of individual infill to best preserve the linear settlement pattern and **should** only occur where there is an appropriate size gap between buildings and ensure that views to the countryside are preserved.
4. Cul-de-Sac developments **must** maintain a simple rural character and avoid being a complex layout. A limited depth of cul-de-sac development **should** not exceed 100m in length as this would help maintain an organic feel and visual link to the countryside.
5. Future cul-de-sac development **must** ensure they do not significantly restrict access and movement network across the village. These **should** not disrupt active frontages overlooking the main road, which may have an adverse effect on traffic speeding.

6. The road leading to the cul-de-sac development **should** be narrower than the street it leads from to signify a hierarchy of road typologies. These streets **must** be wide enough to incorporate a pavement that is appropriately accessible for all mobilities.
7. All future development **should** follow the pre-existing building line of the surrounding context but **could** have slight variations to emphasise the rural context and add visual interest.
8. Setback development **must** allow for adequate space to accommodate on-plot parking and preferably **should** allow room for a landscaped front garden.
9. The massing and placement of development **should** allow for space on all sides of the plot. It does not necessarily have to be centred on the plot but **should** allow adequate gaps between the development to prevent overlooking.
10. The positioning of garages and detached outbuildings **must** reflect and respect its surrounding context. Generally, these **should** be positioned to the side or rear of the development. These **should** also be positioned and orientated so as not to fill gaps between buildings. For attached garages best design practice is to have the garage set slightly back from the original building to ensure it is not the dominant feature.
11. Building orientation sightly varies throughout the parish, but generally building frontages **should** be street-facing. This **could** be slightly varied to reflect the more informal building arrangement of the village, especially where it best benefits from solar gain.

Development at the Settlement Edge

12. Future development **must not** result in the village coalescing with surrounding settlement clusters.
13. Edge of settlement development that backs onto the open countryside **should** gradually transition into the landscape by utilising comprehensive buffering or 'green curtains', implemented along the back plots.
14. Abrupt edges to development with little vegetation or landscaping **should** be avoided. Long rear gardens **could be** preferable here.
15. The rear boundaries of properties **should** either follow existing hedgerow boundaries or be planted to form new hedgerows.
16. Development at gateway sites **could** enhance the sense of arrival and departure of the village through bespoke landscaped and built structures.

Infill, Extensions and Conversions

17. Extensions **must** be appropriate to the scale, massing and layout of the main building.
18. The general dimensions (width, depth and height) of the extension **should** be less than the original building, which **should** remain the dominant element of the property, regardless of the number of extensions.
19. Overly complicated extensions that may overshadow the character of the original building **should** be avoided.

20. Extensions **must not** result in a significant loss to the privacy and loss of amenity to neighbouring properties or the streetscape. Overshadowing is not acceptable.
21. All modifications to listed and locally designated buildings **should** preserve and, if possible, enhance the existing building's architectural style.
22. Development **should** retain original features such as openings, which should not be filled in. If there is a dominant feature of strong historical character on the original building, the addition **should** be more modest to accentuate this feature.
23. The general layout of the building setting that are characteristic of historic working buildings **must** be retained and not filled in with infill development.
24. Working building conversions for farming use in high-grade agricultural land **should not** change the land use unless this will significantly support community benefits.
25. Contemporary designs for barn conversions **could** be utilised and are a welcome addition if they are designed sensitively to the context.

Architectural Vernacular and Materiality

26. The proportion, size, symmetry, profile and rhythm of fenestration of new development **should** reference and compliment the existing fenestration of the village (especially that of listed buildings) based on what is appropriate to the style of the building.
27. Development proposals **must** demonstrate that the materials used have been selected based on an understanding of the surrounding built environment and refers to the outlined Hatfield Broad Oak material and vernacular palette presented in the Design Guidance and Codes Report (see page 29).
28. Proposals **must** reflect the density, height, building type and variety, scale and layout currently present in the parish.
29. New development **should** encourage a mix of building types with bungalows being preferred to create accessible homes for a range of affordability, family sizes and ages.
30. The roofline within the parish generally has a maximum height of 2.5 storeys and development **must not** go above this height.
31. Development **must** ensure that roof design integrates with the surrounding context, with the scale and pitch referencing neighbouring properties and **should** avoid overly complex roof forms and additions.
32. The roofline **should** have a rhythmic pattern of chimneys as is currently present throughout the village.
33. Dormers **should** be of the forms of the main building roof, such as gable dormers and **must** be of an appropriate and proportional size to the original building and not increase the overall height of the dwelling.
34. Dormers **should** be placed so that they are symmetrical to the roof and façade fenestration.

35. Rooflights **should** be aligned to fenestration on the front façade, flush to the roof tiles and be of an appropriate scale and proportion to other fenestration.

Boundary Treatments

36. Proposed boundary treatments **should** reflect locally distinctive forms and materials, such as low brick walls and agricultural style gates or well-defined green boundaries such as hedges. Tall, impermeable boundaries that create a sterile and monotonous street scene, such as high walls and close boarded fencing **must** be avoided.
37. Landscaping and vegetation **should** be prioritised for boundaries to preserve and enhance the overall sense of rural character.
38. Original boundary treatments of traditional building plots **should** be left intact and not chopped through or significantly reduced for access.
39. Landscaped boundaries **must** be well-defined and **should** avoid being too high so as to not infringe onto pavements and disrupt safe and active travel or be visually obtrusive to vehicles from the street.
40. Boundary walls **should** remain under 1.5m in height to retail visual connections to the surrounding countryside.
41. Parking areas and driveways **should** be designed to minimise impervious surfaces through the use of permeable, porous paving and soft landscaping.

Heritage Setting, Views and Vistas

42. Any new development proposed in close proximity to a heritage asset **must** respect its settings and significance and demonstrate how local distinctiveness is reinforced.
43. New development **should** retain any existing open spaces, vegetation and trees that are part of the setting of any heritage asset as well as the built form and use design and material which is complimentary to the existing character.
44. New development **should** propose architectural details and materials that match ones used in surrounding heritage assets.
45. Developments **should** maintain visual connections to the surrounding landscape and long views out of the settlement by retaining existing separation distances between buildings. These views **should** not be obstructed by any new development.
46. Development located in close proximity to the Church of St Mary the Virgin **should** be orientated to complement the views of the church tower.
47. Additions to the roofline **must** not obstruct important views ad vistas of the church or the tower.

Open Spaces and Biodiversity

48. Development **should** preserve all trees, shrubbery and hedgerow wherever possible. Where preservation is unavoidable developers **must** replace trees lost.

49. New tree replacement **must** be designed with sufficient space around them, laid out in such a way that leaves room for appropriate buffer zones to have the opportunity to mature to their full size.
50. Hedgerows and landscaping along pavements **must** be well defined so as not to obstruct pedestrian movement. These **should** avoid being too high so as to not infringe onto the public realm and obstruct views of the road and traffic.
51. Developers **could** expand upon existing wildlife corridors by linking them together and **should** consider how layouts can create new wildlife corridors by linking green spaces to create a blue and green infrastructure network.
52. Landscaping design **should** be layered with a variety of native species suitable for local wildlife, soil conditions and climate.
53. Development **should** avoid low maintenance, hard landscaped gardens, which are harmful to wildlife and reduce biodiversity opportunities.
54. Open spaces and gardens **should** be designed with wildlife in mind by incorporating a range of small-scale biodiversity improvements, which **could** include nest boxes, bird feeders, bug hotels, hedgehog holes, bat boxes, log piles, pollinator nest sites and wildflower planting.

Active Travel

55. Developers **should** facilitate outward connections by linking to the existing PRoW network. These connections **must** be surfaced, have gates where needed, be appropriately lit where this poses a safety risk and be appropriate for all-weather use and accessible for people with buggies and mobility impairments.
56. Developers in the village **should** aim to provide improved access to the existing open spaces and countryside.
57. Signage **should** be provided around the area to show destinations and travel distances for walking and cycling. Signage **should** be made of high-quality material and designed to be fitting within the setting of the village.

Traffic Calming

58. Junction design **should** use the minimum possible radii to contribute to traffic calming.
59. Other measures which **could** contribute to traffic calming include raised junctions, continuous footpaths across junctions or street entrances and kerb extensions and buildouts.

Eco-Housing

60. All new development **must** demonstrate that it is responding to climate change and reducing carbon dependency.
61. By default, any new development **should** adopt a ‘fabric first’ approach to attain higher standards of energy conservation. Retrofitting existing buildings with eco-design solutions is also encouraged, such as triple glazed windows and smart meter installation.

62. Design **should** have a 10 to15 percent window to wall ratio on north, east and west walls and 20 to 25 percent window to wall ratio on south facing walls. This is to ensure that windows don't contribute to increased energy demand through excessive heat loss in winter and overheating in summer.
63. Heat pumps **should be** placed at the rear of properties, ideally in a concealed location. If the only viable locations of heat pumps are on the side of the building, covers and landscaping **could** be used to provide visual screening.
64. Mounted charging points and associated services **should** be integrated into the design of any new developments, if possible. These **should** be unobtrusive to the character of the parish and placed discretely to the rear and side of the plot and within garages or car ports where possible.
65. Reusing building materials such as bricks, tiles, slates or large timbers all help to achieve a more sustainable approach to design and construction. Recycling and reuse of materials **could** be used to minimise the extraction of raw materials.
66. Where appropriate, the reuse or repurposing of existing buildings and outbuildings **should** be considered as a more sustainable approach to redevelopment.

Sustainable Drainage Systems (SuDS)

67. New developments **should** be sited away from any high-risk flood areas and mitigate increased risk of storms or flooding with SuDS.
68. New housing **should** demonstrate how rainwater will be stored and reused as grey water to reduce demand on main supplies, such as through water heating through underground pumps.
69. Swales, basins and ponds **could** also be integrated on site for more substantial landscape areas to provide attenuation and assist with greater instances of water run-off. These also **should** be set within high quality soft landscaping, abundant native species and provide biodiversity benefits.

Dark Skies and Lighting

70. External lighting with a output of more than 500 lumens **must** be pointed downwards and fully shielded. Warm light sources of between 2700K and 3000K on the Kelvin scale **must** only be used.
71. External lighting and street lighting **should** be low lying and only be considered for new development where it is necessary for security and safety and to illuminate commercial and community spaces.
72. External lighting **must** be kept minimal, at low level and low intensity, with hoods and baffles used to direct the light to where it is required to ensure that no light is emitted upward.
73. Glare **should** be avoided for safety reasons. This is the uncomfortable brightness of a light source due to the excessive contrast between bright and dark areas in the field of view.

74. Foot/cycle path lighting **should** be introduced sensitively within the landscape with fittings such as solar cat's-eye lighting, reflective paint and ground-based lighting **could** be introduced.
75. Full-height lighting **should** be avoided.