

Scottish Borders Consolidated Local Plan

Supplementary Planning Guidance

Gala Law, Hawick
Planning Brief

March 2011



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1.0 Introduction

- 1.1 This planning brief is one of a series of Supplementary Planning Guidance (SPG) on development sites and sets out the main opportunities and constraints for the development of the Galalaw site.
- 1.2 The site, shown in Figure 1, measures 9.1 hectares in total. Steep gradients and other constraints leave a net developable area of approximately 5 hectares.
- 1.3 The land use has remained largely unchanged for the past 150 years, consisting of improved pasture and rough grazing. In more recent years a small area of the site along the Guthrie Drive frontage has been used for allotments.
- 1.4 The Scottish Borders Council Adopted Local Plan Amendment 2009 identifies the site for housing development through two proposed land allocations, RHA27B and AHAWI013 (shown in Figure 1).

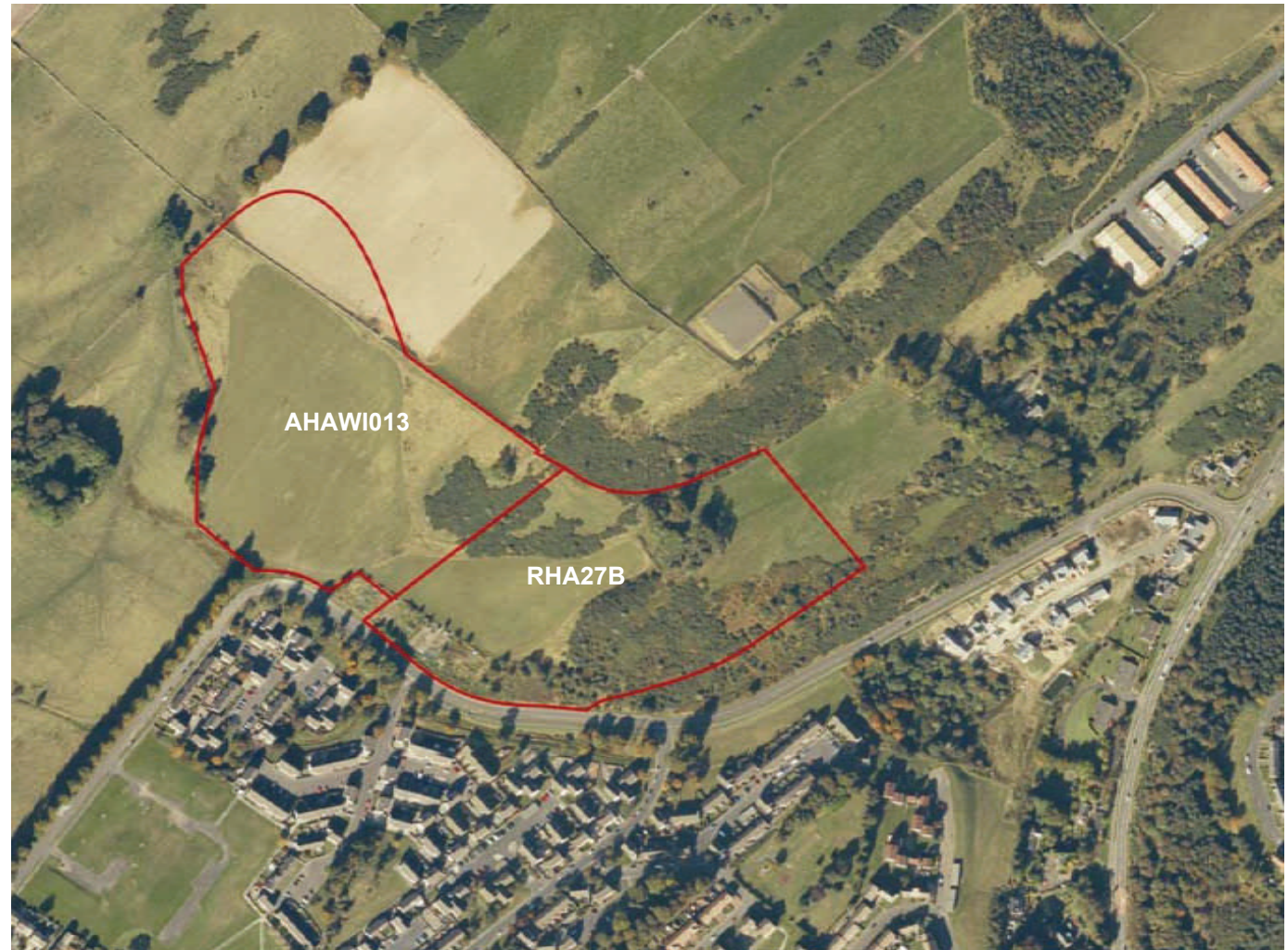
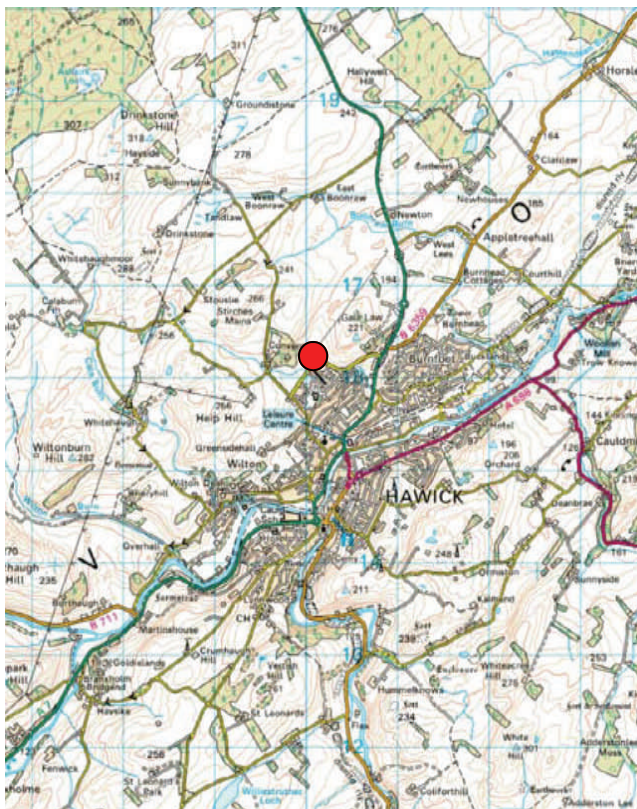


Figure 1: Aerial photograph showing the Galalaw Site made up of two Local Plan housing allocations.



Site location in relation to the settlement of Hawick.



North-easterly view across the site from Guthrie Drive.

2.0 Local Context

The settlement

- 2.1 Hawick is set in the valley of the River Teviot at its confluence with the Slitrig Water. The population is around 14,800 (2001 census), making Hawick the most populated settlement in the Borders.
- 2.2. The town has experienced significant impacts resulting from the contraction of the textile industry but is now finding a new role, developing new industries and enhancing its role as a gateway town and tourist attraction. Hawick is identified as an Area Regeneration Priority and the Hawick Partnership is working on a number of fronts to develop the town's potential and particularly to help create the conditions for new jobs.
- 2.3 The further development of the Galalaw area to the north of Hawick is identified in the Local Plan as of key importance in providing a mixed use development that will complement the town centre. The longer term expansion and development of Hawick will be a key issue for the Structure Plan review and subsequent Local Plans.

The local area

- 2.4 The site is situated on the northern edge of Hawick, within an area of non-intensive agricultural land, between Guthrie Drive to the south and the Gala Law.
- 2.5 Guthrie Drive is a local distributor road which forms a northern and western periphery road to the large 1970s-built residential area known as the Stirches. To the east, Guthrie Drive connects to the A7 (Edinburgh to Carlisle) trunk road as it enters into Hawick from the north. To the south it connects to Stirches Road, a rural road entering Hawick from the northwest.
- 2.6 The site is approximately one mile from the town centre and the nearest supermarket. Along Guthrie Drive there are two bus stops, one adjacent to the site and one within 125m of the southern part of the site. Currently these provide access during weekdays to half hourly local and regional bus services.
- 2.7 The closest primary school to Galalaw is Stirches Primary School, which is located some 300 metres south west of the site. SBC has noted that the school has capacity issues. A further six primary schools are located in Hawick. Hawick High School is approximately 1.5 km south of the site.

3.0 Policy Context

3.1 This planning brief should be read alongside relevant national and local planning guidance, the most relevant of which is presented in this section.

Scottish Planning Policy

- 3.2 National planning policy is currently set out through:
- the National Planning Framework (NPF)
 - the Scottish Planning Policy (SPP)
 - Designing Places – A Policy Statement for Scotland
 - Designing Streets – A Policy Statement for Scotland
 - Circulars

These can be material considerations to be taken into account in development plans and development management decisions. A single SPP replaces the former series of SPPs and NPPGs, as part of the Scottish Government’s commitment to proportionate and practical planning policies.

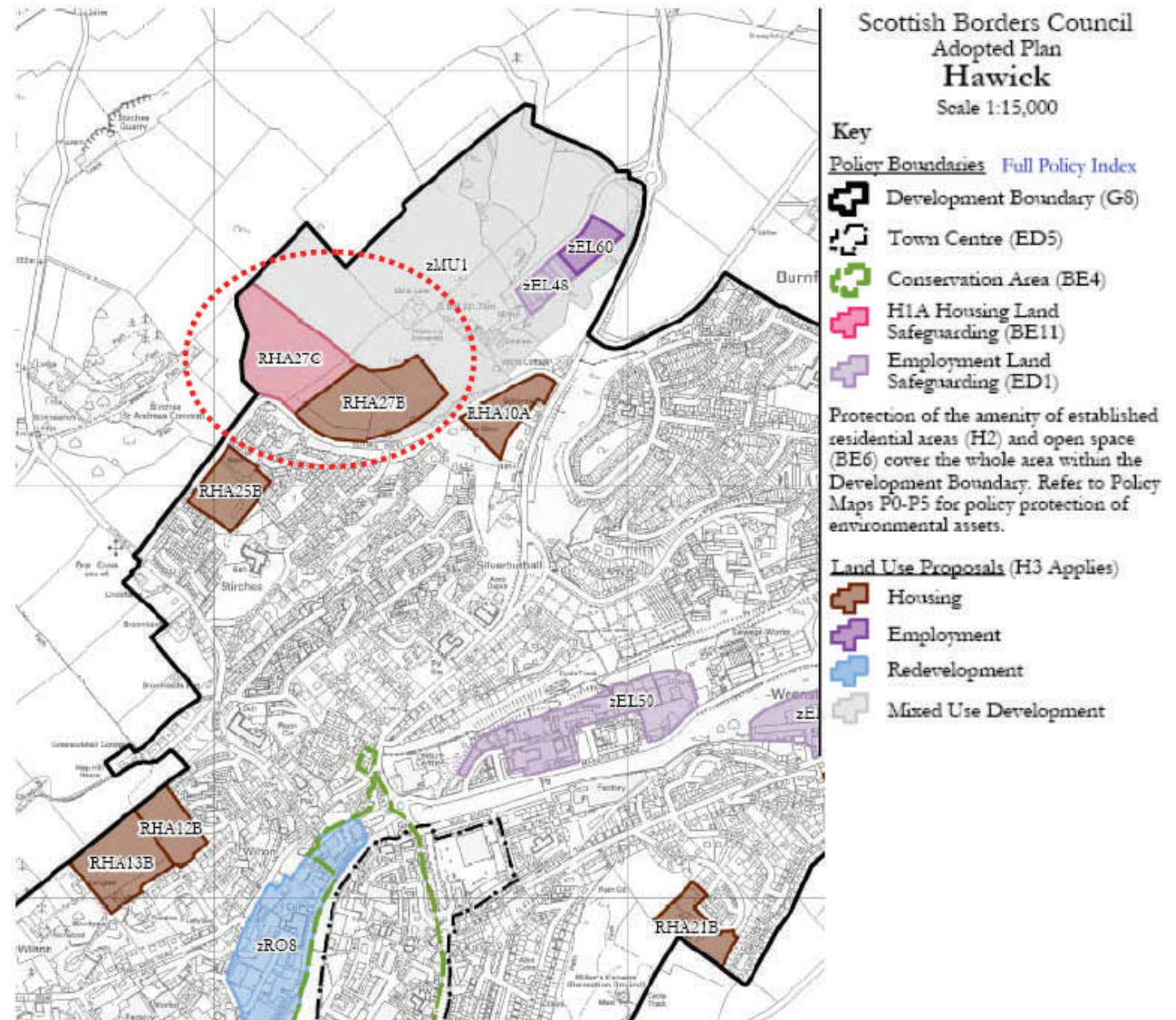


Figure 2a: Extract from Scottish Borders Council Adopted Local Plan Proposals Map

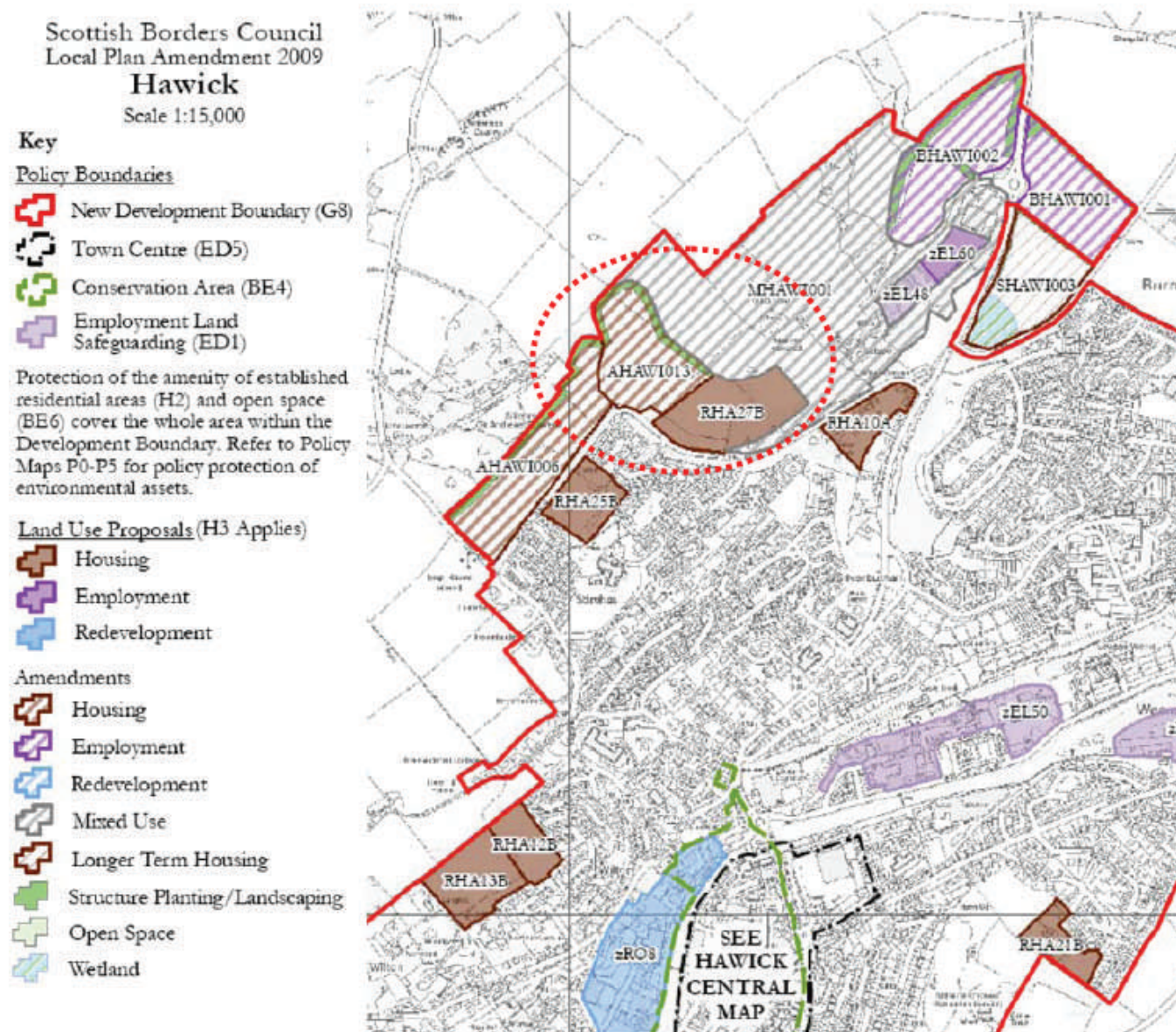


Figure 2b: Extract from Scottish Borders Council Finalised Local Plan Amendment 2009 Proposals Map

3.3 Planning Advice Notes (PANs) which should also inform development proposals include:

- PAN 44: Fitting New Housing Development into the Landscape
- PAN 61: Planning and SUDS
- PAN 65: Planning and Open Space
- PAN 67: Quality Housing
- PAN 77: Designing Safer Places
- PAN 78: Inclusive Design

Structure Plan

3.4 The Scottish Borders Council Structure Plan 2001 to 2011 was approved in 2002. An alteration to the Plan, mainly focussed on housing issues, was approved by Scottish Ministers in June 2009.

3.5 The preferred area for growth in the Scottish Borders will be the 'Central Hub', embracing the six main Central Borders towns of which Hawick is one. Additional housing, retail and employment-generating development is focussed on the Central Hub.

Local Plan

3.6 The development site subject to this brief spans two allocated housing sites, RHA27B in the Scottish Borders Council Adopted Local Plan and AHAWI013 in the Scottish Borders Council Finalised Local Plan Amendment 2009. This sits in the context of proposed mixed use development within the Galalaw area as part of the Local Plan identification of Hawick as a Key Area Regeneration Priority. Figures 2a and 2b are extracts from the Local Plan Proposals Maps, showing the allocated housing sites (highlighted by red circles) in the context of the surrounding urban area and adjacent land use allocations. This should be read in conjunction with the Hawick Settlement Pro file.

3.7 A number of Local Plan policies will be applicable to this site, in particular:

- Principle 1: Sustainability
- Policy G1: Quality Standards for New Development
- Policy G5: Developer Contributions
- Policy BE6: Protection of Open Space
- Policy BE11: H1A Land Safeguarding

- Policy NE3: Local Biodiversity
- Policy H1: Affordable Housing
- Policy H3: Land Use Allocations
- Policy Inf3: Road Adoption Standards
- Policy Inf4: Parking Standards
- Policy Inf5: Waste Water Treatment Standards
- Policy Inf6: Sustainable Urban Drainage
- Policy Inf11: Developments that Generate Travel Demand.

Supplementary Planning Guidance

3.8 The Council has adopted a series of Supplementary Planning Guidance (SPG) documents which should be consulted. Of particular relevance to development of this site are:

- Placemaking and Design SPG (January 2010)
- Landscape and Development SPG (March 2008)
- Trees and Development SPG (March 2008)
- Developer Contributions (Updated April 2009)
- Designing out Crime in the Scottish Borders (August 2007)
- Affordable Housing (March 2007)
- Biodiversity (December 2005)

- Green Space SPG

Council Strategies

















3.9 When preparing a masterplan for this site, developers should consider related Council strategies. Currently, these include:

- Green Space Strategy for the Scottish Borders

4.0 Site Analysis – Constraints and Opportunities

- 4.1 This section should be read in conjunction with the more detailed geotechnical information contained within the Technical Appraisal Report for Galalaw Hawick (Scottish Enterprise, March 2009). This also includes historical mapping data for the area, dating back to 1863.
- 4.2 The Galalaw site is an area of non-intensive agricultural land with rough steep hillside and scrub forming natural site boundaries to the north and east. A small burn and tree-lined field boundaries form the western boundary and Guthrie Drive, a local distributor road, forms the southern boundary.
- 4.3 Agriculture is the main land use within the site. The current land use is a mixture of improved and semi improved grassland, steep hillside covered in dense scrub, some boundary tree planting and an area of allotments. The field boundaries are delineated by a combination of post and wire fences and partially collapsed dry stone walls.
- 4.4 The site has a general south west facing aspect and rises some 46m from 153m AOD in the south east of the site to 199m AOD
- along the north-eastern boundary, with Gala Law rising to 221m beyond the site to the north. Parts of the site are particularly steep, with slopes of more than 20%, posing a significant challenge to development.
- 4.5 Beneath some of the shallower slopes in the east a 450mm diameter spun iron trunk water main runs from Guthrie Drive northwards through the length of site AHAWI013. In the northern part of the site, this joins another slightly smaller (300mm diameter) water main which continues to the reservoir. These are significant pieces of infrastructure which will require an easement of at least 3 metres either side upon which no building can be constructed.
- 4.6 Also crossing the site AHAWI013, diagonally in a south-west to north-east direction, are three high voltage overhead electricity cables. Rerouting these underground along the same length as the existing water mains is likely to be a viable option.
- 4.7 Informal footpaths cross the site towards Gala Law and to the south. Opportunity exists to maintain and extend this network through and around the development site.
- 4.8 Local landscape features serve as landmarks or focal points in views across the site. Within the site these are mostly the single mature tree situated on a peak half-way up the hillside and the group of trees in the eastern part of the site. There are also two prominent peaks to the north and east of the site, including the Gala Law itself, which is visible from the northern part of the site.
- 4.9 Semi-natural areas, such as the marshy grassland in the northwest of the site, are worth retaining as much as possible. Although they hold no protected species or habitat site status, they are of local ecological value and can be incorporated within the development scheme's green space network.
- 4.10 The residential area to the south of the site, Stirches, is a 1970s development predominantly made up of 2-storey terraces or semi-detached properties centred around courtyards and small cul-de-sacs. The housing is set back from Guthrie Drive behind a narrow wooded strip of parkland which follows a small burn. As such, there is no dominant built street frontage facing the site. There is also no frontage vehicular access along Guthrie Drive.

Key:

-  Site boundary / Local Plan Housing Proposal sites
-  0.5m Contours
-  Major water main
-  Overhead high voltage electricity lines and poles
-  Informal footpaths
-  Key focal points / landscape features
-  Views across site to focal points
-  Trees and hedgerows (approx. position)
-  Dense scrub
-  Marshy grassland area
-  Watercourse
-  Existing housing
-  Residential amenity planting
-  Stone wall
-  Broken stone wall
-  Existing Allotments

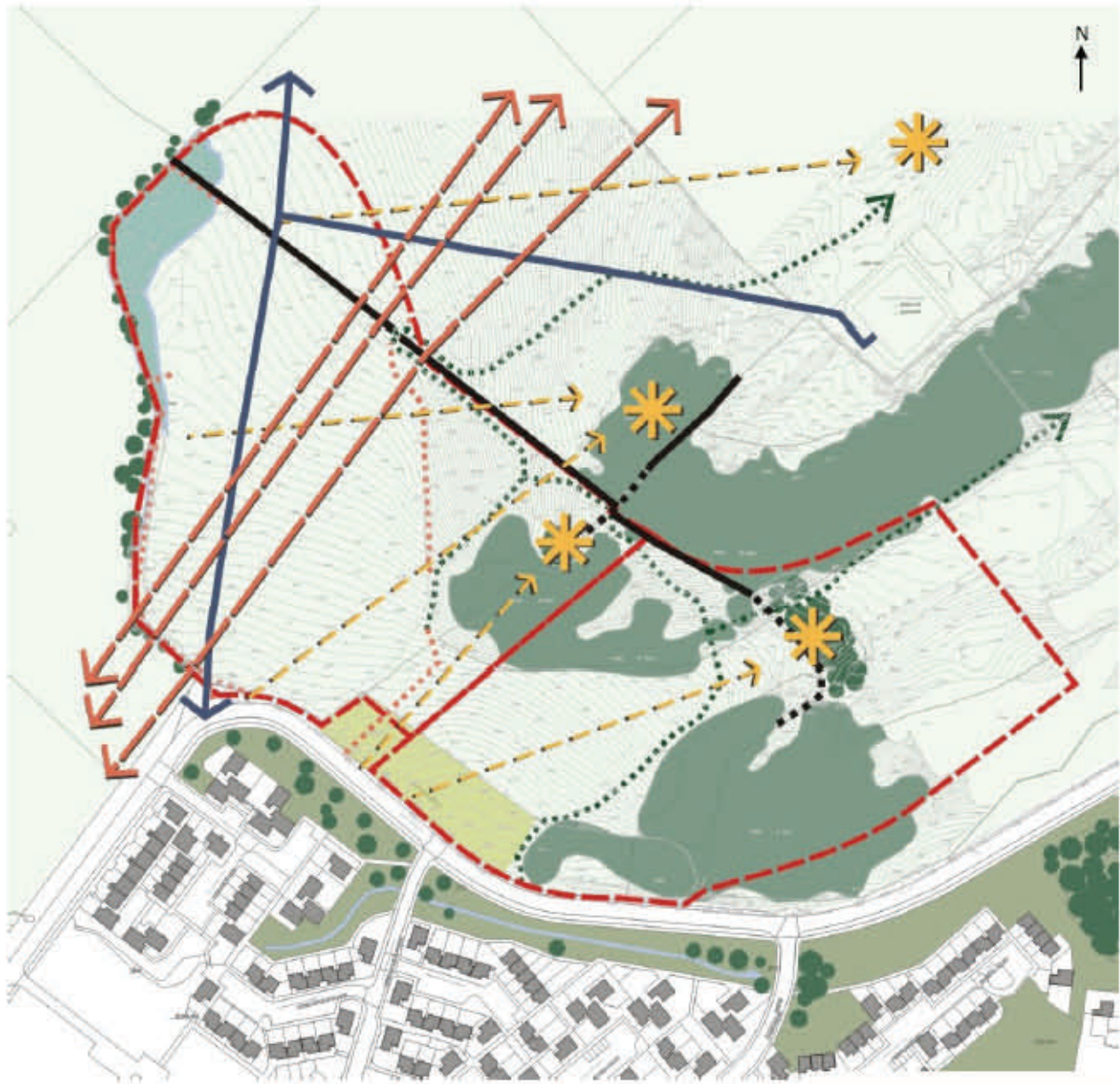


Figure 3: Site Analysis

4.11 Part of the site is currently used for allotments. Any development must ensure that the allotments are retained in their current use and protected from development.

Constraints

- Steep slopes limit the developable area.
- A water main runs the length of the northern part of the site.
- Three overhead high voltage lines cross the site.

Opportunities

- Reroute electricity through underground lines alongside existing water mains.
- Reinforce tree-planting along north and west edges of site to create green edge.
- Align/shape streets and public spaces to create vistas which frame existing landscape features/focal points.
- Extend the footpath network through and beyond the site, maximising connection opportunities to existing and future nearby developments .
- Incorporate existing stone wall where possible as an attractive feature of the new development.

5.0 Development Vision

- 5.1 Development of this site should create a high quality residential neighbourhood and an attractive and well-integrated new settlement edge. The design should positively address the existing residential edge and, as far as possible, follow the natural contours of the lower hillside slopes and integrate with existing landscape features.
- 5.2 An energy efficient design is required, demonstrating how the arrangement of buildings, streets, spaces and landscape can best encourage sustainable movement and sustainable lifestyles.
- 5.3 Figure 4 provides an indicative development concept illustrating many of the sustainable design principles, discussed in section 6, which should inform any masterplan for this site. It illustrates how development needs to relate sensitively to its context, taking advantage of the flatter slopes for housing, the movement network and play spaces, while aligning street frontages to frame attractive hillside views and focal points.
- 5.4 This concept shows two access points from Guthrie Drive connecting to a central spine road which winds northward to provide access to housing on either side and green space to the west. Shared-surface streets leading to this spine road are aligned to form vistas which terminate with the natural focal points of the large isolated tree and the gorse-covered peak beyond it (see Figure 3: Site Analysis).
- 5.5 Housing is arranged in various irregular shaped perimeter blocks reflecting the challenging site contours, and creating a series of interesting and distinctive edges and spaces. The houses would be positioned towards the edges of the blocks to ensure good levels of street enclosure, and orientated to positively address and front onto the streets and open spaces around them.
- 5.6 Employing this 'perimeter block' principle maximises overlooking / passive surveillance of streets and other public spaces, and also ensures that the new urban / countryside edge is not made up of the backs of housing and rear gardens, but that a new outward-looking settlement edge is created. It is also a very flexible model, allowing for a range and mix of housing types including detached, semi-detached and terraced housing, with varying levels of street frontage continuity—greatest along the key street frontages.
- 5.7 Development is set back from the western edge of the site allowing this natural boundary of mature trees, small stream and riparian vegetation to be retained as an attractive edge to the main green space running northwards from Guthrie Drive. A children's play space is located on the shallower slopes of this western green space, well overlooked by housing.
- 5.8 The old dry stone wall cutting diagonally through the site is retained wherever possible, as a local historical feature of interest and to form attractive property boundaries. Existing informal pathways are retained and rerouted where necessary, with new connecting stretches of pathway created.
- 5.9 The indicative development concept plan is for illustrative purposes only and should be used as a design guide to development of this site. All masterplan proposals will similarly be required to illustrate sustainable design principles.





















- Key
-  Development perimeter blocks
 -  Non-perimeter block suitable for single feature building
 -  Key street frontage
 -  Easement area for access to water mains
 -  Vehicular access
 -  Pedestrian and cycle only access
 -  Potential future access to adjacent site (AHAWI006)
 -  Open space
 -  Children's equipped play area
 -  Retain existing footpaths / Proposed footpaths
 -  Retain parts of existing stone wall
 -  Create vistas focussing on prominent landscape feature
 -  Reinforce key node / junction space
 -  Retain trees and hedgerows (approx. position)
 -  Reinforce existing with new tree planting
 -  Approximate location of SUDS feature
 -  Dense Scrub
 -  Existing Housing
 -  Residential amenity planting
 -  Existing Allotments



Figure 4: Indicative Development Concept

6.0 Sustainable Design Principles

6.1 This section presents the key requirements for this development and should be read in conjunction with the developer guidance in Annex A. Masterplans and design statements accompanying planning applications must clearly demonstrate how these sustainable design principles have been met.

6.2 Structure/Layout

- Development should be designed around a clear and legible structure allowing ease of movement and orientation for the user.
- The layout and orientation of streets, blocks, open spaces and individual houses should take their cues from the natural landform and landscape features both within and surrounding the site, such as key views and natural boundaries.
- Development should form a strong street frontage along Guthrie Drive at the rear of the allotments, with frontage tree planting to help integrate development with landscaped residential edge south of Guthrie Drive.

- Green spaces should form part of a connected network of spaces which link into the wider countryside network and also integrate with the housing blocks/development structure.
- Housing should be arranged in perimeter blocks, with houses fronting onto streets or footpaths and their rear gardens grouped within the centre of the blocks.
- Development edges should also be outward looking, with buildings fronting onto the surrounding countryside as far as possible. This allows for the creation of an attractive settlement edge.
- The maximum set back for housing should be 4 metres from the road edge, with the exception of housing fronting Guthrie Drive where more generous levels of landscaping should be provided to integrate with adjacent residential area.
- The distance between opposite street frontages should be no more than 18 metres wide.
- Buildings located at street corners should front onto both streets. Windowless side gables should be avoided.

6.3 Access and Movement

- The street network should be designed to encourage walking and cycling and allow for safe and convenient wheelchair access (DDA compliant).
- Streets and footpaths should be well connected, direct and convenient, overlooked and include routes which avoid steep slopes.
- The movement network should offer pedestrians/cyclists a choice of route options.
- There should be pedestrian access points onto Guthrie Drive to maximise integration with the existing urban area.
- No vehicular access points should be formed onto Guthrie Drive. These can be viewed on Figure 4. The access at the eastern side of the existing allotments should not impinge upon the allotments size or boundaries.
- Streets should be designed for maximum 20mph speed.
- Shared-surface streets will be encouraged, as will some use of narrow street enclosures and tighter turning radii to naturally slow vehicular speeds.
- Where roads do not fully connect along the development edges, footpath links should

be created to ensure pedestrian access around the entire development edge. All of the aforesaid points should take cognisance of the Scottish Governments publication Designing Streets.

6.4 Scale and Density

- An average housing density of between 20 and 30 dwellings per hectare (net) is likely to be appropriate for this site. This gives an indicative capacity for the site of around 150 housing units.
- Housing density should be determined by the comfortable accommodation of housing without forsaking other sustainable design principles and overall design integrity, i.e. density should be ‘design led’ rather than ‘numbers led’.
- Higher housing densities could be accommodated towards the existing urban edge, making efficient use of the shallower slopes, and along the main development road to create greater building continuity for a more robust street frontage.
- Lower densities should be proposed for the outer, less accessible parts of the site.
- Building heights should be one or two storeys, and arranged in a manner which reflects and reinforces the site’s slopes.

6.5 Open Space and Recreation

- Open spaces, including children’s play areas, should be well integrated into the overall development, be overlooked by housing and should be easily accessible via the street and footpath network.
- Open spaces should also form part of the wider green space network.
- Open spaces should cater for a range of recreation needs, with a transition in character from formal/managed to informal/less managed towards the rural edge.
- The Green Space Strategy for the Scottish Borders should be consulted in calculating the level of open space and play areas to be provided on the site.

6.6 Landscape Structure and Planting

- Existing vegetation on the site should be protected wherever possible, and integrated as part of the green space network. These can help reinforce local distinctiveness.
- The existing dry stone wall should also be retained and integrated into the development as far as possible.

- Planting of the streets, open spaces and edges should link sensitively to the existing riparian planting and marshy grassland to the north and west, and to the areas of dense scrub and of woodland to the east.

- Retained and improved riparian planting alongside the burn, together with the area of marshy grassland, should aim to enhance biodiversity habitat and promote wildlife corridors.
- The Local Plan Amendment (Proposal Map) requires the additional planting of hedgerows and structure planting around the northern parts of the site to minimise visual impact of development.
- Planting should focus on native species.
- A management scheme for planting is also required.

6.7 Sustainable Drainage

- SUDS (Sustainable Urban Drainage Scheme) should be incorporated into the overall masterplan from the initial design stage.
- The SUDS should incorporate and make use of the existing marshy land in the northwest of the site.

- Source control techniques, such as the use of porous paving in private driveways and parking courts which allow rainwater re-use, are also encouraged to be used where possible.
- SUDS schemes shall avoid creating obviously engineered structures such as rectangular sumps but shall instead be designed to contribute to and integrate with the wider open space plan.

6.8 Car parking

- Car parking should be provided at 1.5 to 1.75 spaces per unit for communal parking and 2.25 spaces per unit for allocated parking.
- There should be a mix of parking provision.
- Where car parking spaces are provided within the housing curtilage, these should be located to the side or rear of the building and not in front of the building. This helps to create greater levels of street enclosure and avoids streets being dominated by parked cars.
- Small communal parking courtyards may be appropriate to serve the car parking needs of some housing blocks. These should be accommodated within the

housing blocks, in groups of no more than ten spaces, and accessible from the rear of properties with good levels of overlooking from windows.

- On-street parking bays should also be provided to ensure adequate levels of visitor parking space. These should be dispersed and not clustered, so that they do not dominate the street scene.

6.9 Sustainable Housing

- Development should consist of a mix of house types and tenures to suit a mix of households.
- Affordable housing should be provided throughout the site and should be indistinguishable in terms of appearance, quality and location from market housing.
- Natural building materials from local sources should be used as far as possible.
- A limited and consistent palette of building materials, colours and details should be used throughout.

- Buildings and gardens should take advantage of the south-facing slopes for passive solar gain where possible.
- Potential overshadowing issues should also be considered.
- Buildings and their property boundaries should combine to contribute to the sense of street enclosure throughout the development by linking frontages, garden walls and hedges.
- The use of inappropriate brick walls, coniferous hedges, decorative gateways to individual developments is not acceptable.
- Waste and recycling facilities and collections should be considered in the layout and design of the site and of individual houses.
- Development must meet the requirements set by the Council's Affordable Housing SPG.

7.0 Development Contributions

- 7.1 Development contributions are sought where Provision, improvement and maintenance of Infrastructure, services and facilities are required to facilitate the new development. The Council's Supplementary Planning Guidance 9 on Developer Contributions (updated April 2009) should also be consulted.
- 7.2 Potential developers of this site are encouraged to seek definitive contribution requirements at an early stage and should contact Scottish Borders Council's Developer Negotiator accordingly (see Contacts section below).

Affordable Housing

- 7.3 The requirement for Affordable Housing should be met in line with Local Plan Policy H1. The Council's SPG on Affordable Housing currently advises that a contribution of 25% is required from this site. The Council's policy requires residential development exceeding 4 units to provide Affordable Housing on-site. The scale and type of provision will be guided

by any Housing Needs Assessments already undertaken.

Education and Lifelong Learning

- 7.4 The site is within the catchment area for Stirches Primary School and Hawick High School. Development contributions may be sought Stirches Primary School depending on the final number of units.

Open Space and Recreation

- 7.5 Contributions towards / provision of play areas and green space, together with proposals for their long term maintenance, should be in line with the Council's Green Space SPG.

Access

- 7.6 The developer will be expected to meet the cost of, or contribute towards the cost of, identified off-site transport work required as a result of the development and / or the cumulative effect of development on a wider scale.

Health

- 7.7 The adopted Local Plan mentions that there is pressure on the Primary Healthcare Team's accommodation in Hawick. Both of their sites are working at capacity and are in need of an upgrade. Development contributions may be required towards upgrades.

Waste Water Treatment

- 7.8 There is current capacity for waste water treatment at Hawick, although development contributions may be required.

8.0 Submission Requirements

8.1 Any planning proposal should reflect the guidance set out in this planning brief and also the developer guidance set out in Annex A. The following paragraphs describe where supporting information should be submitted alongside a planning application. If possible these should be submitted to the Council at an early stage to achieve an effective development management process.

Pre-Application Consultation Report

8.2 Any development proposals for 50 or more dwellings and a site of 2 hectares or more will require pre-application consultation to be carried out. A report should be prepared to evidence that consultation has taken place in line with the statutory requirements for major development as set out in the Planning etc. (Scotland) Act 2006 (section 35C) and Part 2 of The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2008. Consultation should also follow guidance on

Community Engagement contained in Planning Advice Notice 81 (2007).

Design & Access Statement

8.3 A Design & Access Statement must demonstrate how the proposed development design meets the development vision and sustainable design principles set out in this planning brief. This should include a thorough site and contextual analysis.

8.4 The following can be used as suitable headings to structure the statement:

- Spaces between buildings
- Sustainable environment
- Density and use
- Localised topography
- Views
- Vegetation pattern
- Boundary treatments
- Streets

and the following key issues for proposed buildings:

- Scale / proportion / materials / colour / articulation
- Relationship to site plot
- Relationship to adjacent buildings / structures

- Contribution to wider townscape
- Distinctiveness

Transport Assessment (TA)

8.5 A transport assessment should be submitted demonstrating how the development will function in transport terms with emphasis on sustainable travel patterns. The TA will have to take account of any local area transport study.

Phase 1 Habitat Survey

8.6 This survey should be included in any submission and identify semi-natural vegetation and other wildlife habitats.

Flood Risk Assessment

8.7 The site does not lie close to any major water courses and it does not have a history of flooding. In these circumstances it is unlikely that it will be liable to flooding and in this regard a Flood Risk Assessment will not be required.

Drainage Impact Assessment

8.8 A Drainage Impact Assessment should be included in any submission and address issues such as the development's impact on the catchment area and waste and surface water drainage solutions, including details of proposed SUDS.

Energy Efficiency

- 8.9 Developers must submit a statement for the Council's approval detailing how energy efficiency measures and low and zero carbon technologies will be incorporated into the development, and the level of CO₂ reduction that these will achieve.

Eco-Homes

- 8.10 An Eco-Home statement should demonstrate how advice has been sought from a licensed assessor at an early stage in the project to ensure that the estimated rating will be obtained. A full list of licensed assessors can be found at the EcoHomes website (www.ecohomes.org).

Landscaping Structure & Planting Statement

- 8.11 The statement should include a statement on future maintenance of the proposed and existing planting.

Refuse Vehicle Access Strategy

- 8.12 This strategy should include details of suitable turning areas for refuse vehicles, swept path analysis and details of bin locations.

Waste Management

- 8.13 Details of a waste management scheme should be discussed at an early stage with the Council's Waste Management team.

Checklist for key submission requirements

Key Parts of submission	Included in submission?
Pre-application Consultation Report	
Design & Access Statement	
Transport Assessment	
Phase 1 Habitat Survey	
Drainage Impact Assessment	
Energy Efficiency Statement	
EcoHome Statement	
Landscape Structure & Planting Statement	
Refuse Vehicle Access Strategy	

Contacts:

SBC Development Management

Ian Aikman (Development Manager), Council
Headquarters, Newtown St Boswells, Melrose, TD6 0SA
Tel: 01835 825060 E-mail: IAikman2@scotborders.gov.uk

Julie Hayward (Principal Planning Officer (Cheviot)), Council
Headquarters, Newtown St Boswells, Melrose, TD6 0SA
Tel: 01835 825060 E-mail: JHayward2@scotborders.gov.uk

SBC Plans & Research

Charles Johnston (Principal Officer - Plans & Research), Council
Headquarters, Newtown St Boswells, Melrose, TD6 0SA
Tel: 01835 826671 E-mail: CJohnston@scotborders.gov.uk

SBC Countryside & Heritage

Andy Millar (Countryside & Heritage Manager), Council
Headquarters, Newtown St Boswells, Melrose, TD6 0SA
Tel: 01835 825062 E-mail: AMillar@scotborders.gov.uk

Andy Tharme (Ecology Officer), Council Headquarters,
Newtown St Boswells, Melrose, TD6 0SA
Tel: 01835 826514 E-mail: ATharme@scotborders.gov.uk

Jon Bowie (Developer Negotiator) Council Headquarters,
Newtown St Boswells, Melrose, TD6 0SA
Tel: 01835 825060 E-mail: JBowie@scotborders.gov.uk

SBC Technical Services (Road User Group)

Derek Inglis (Assistant Road User Manager),
Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA
Tel: 01835 824000 E-mail: RElliot@scotborders.gov.uk

SBC Technical Services (Environmental Services)

Julie Rankine (Waste Strategy Manager),
Council Headquarters - Scott House (A),
Sprouston Road, Newtown St Boswells, Melrose, TD6 0QD
Tel: 01835 825111 Email: JCRankine@scotborders.gov.uk

SBC Technical Services (Environmental Services)

Jason Hedley (Parks Manager), Galashiels Area Office,
Paton Street, Galashiels, TD1 3AS.
Tel: 01896 661770 E-mail: JHedley@scotborders.gov.uk

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Alison Clifton, Planning and Economic Development, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA. Telephone: 01835 825060.

E-mail: ped@scotborders.gov.uk

Annex A - Developer Guidance

Introduction

The main aim and principle of the Scottish Borders Local Plan is to support and encourage sustainable and high quality development. The Council produce planning briefs that set out the development vision and the main strengths, weaknesses, opportunities and constraints on housing sites allocated in the Local Plan to achieve this.

The Council has also produced detailed guidance in the form of Supplementary Planning Guidance (SPG) on a number of topics. The Council is continually adding to the list of SPGs that needs to be considered when developing development proposals. The full list of SPGs and draft SPGs is available on the Council's website.

The aim of this supporting document to planning briefs is to set out guidance to developers that apply to all or most allocated housing sites. As all sites are different in character and landform they also have different strengths and potential constraints to address to be able to achieve a sustainable place through the use of **energy efficient design**, creation of **sustainable buildings, landscape enhancements** and creation of **streets and spaces**.

This document will direct developers to existing SPGs and the main Structure Plan and Local Plan policies and other policy documents which need to be considered when working up development proposals. The list of polices is not exhaustive and the document will evolve over time and be amended to include up to date policies and recommendations. Council departments and sections referred to in this document can be contacted on 0300 100 1800 or see detailed contact list in planning briefs.

Energy efficient design

Sustainable design

The Council is committed to improving the sustainability of the built environment of the Borders. The Building Research Establishment's "EcoHomes" has a recognised standard of sustainable design. This covers the following topic areas:

- Energy
- Transport
- Pollution
- Materials
- Water
- Land use and ecology
- Health and wellbeing
- Site / building management.

Developments will be expected to achieve the "Eco-Homes" rating of "Excellent". This standard is assessed using the Building Research Establishment Environmental Assessment Method (BREEAM) and can be applied across the spectrum of housing types. The Eco-Homes excellent standard can be achieved through creative design such as making best use of natural daylight and choosing construction materials that are appropriate to the climatic conditions of the development site. This means that even starter homes which are very price sensitive can be built to these standards (where the incorporation of technologies such as solar panels and wind turbines may not be financially viable).

The Eco-Homes standard includes making full use of energy conservation techniques, including:

- Reduction of primary energy use and reduction of CO² emissions through, for example, the siting, form, orientation and layout of buildings which maximise the benefits of heat recycling, solar energy, passive solar gain and the efficient use of natural light; and the use of planting to optimise the balance between summer shading and winter heat daylight gain.
- Reduction of water consumption through for example use of water butts for garden use, low-water consumption white goods, showers and WC's, grey water recycling for internal use.
- Green specification of materials including those for basic building elements and finishing elements.
- Reduction of construction waste through for example sorting and recycling construction waste on-site.
- Designing for life-cycle adaptability.

Advice should be sought from a licensed assessor at an early stage in the project to ensure that the estimated rating will be obtained. A full list of licensed assessors can be found at the Eco-Homes website (www.ecohomes.org) or by contacting the BREEAM office, (see contacts Appendix 2).

Construction methods should allow for building deconstruction which enables fittings and materials to be re-used and / or recycled at the end of the building's life.

Renewable energy and energy efficiency

Development proposals should comply with all relevant national policy to reduce carbon emissions from development, to achieve high standards of energy conservation and to provide on-site renewable energy production where appropriate. These provisions are highlighted in Policy G1 (5) – 'Quality Standards for New Development' of the Local Plan and in the 'Renewable Energy' SPG. Developers must comply with these policies and provide evidence of how they have addressed them. Onsite energy generation should be incorporated into the development wherever possible as well as sustainable building construction and design.

The Scottish Borders Structure Plan Policy I21 "Small Scale Renewable Energy Technologies" states:

"Proposals for community and small scale renewable energy generation (or related techniques) will be encouraged where they have no significant adverse impact on the natural and built environment or amenity of the area."

"All developers, whatever the nature of their proposals, will be encouraged to consider the potential to use materials, designs and technologies which either reduce the impact of energy consumption or reduce the environmental impact of energy generation when formulating proposals."

The Local Plan Principle 1 'Sustainability' states:

"In determining planning applications and preparing development briefs, the Council will have regard to the following sustainability principles which underpin all the Plan's policies and which developers will be expected to incorporate into their developments..."

"...(5) the efficient use of energy and resources, particularly non-renewable resources."

Local Plan Policy G1 (5) identifies the standards which will apply to all development, including that:

“...in terms of layout, orientation, construction and energy supply, the developer has demonstrated that appropriate measures have been taken to maximise the efficient use of energy and resources, including the use of renewable energy and resources and the incorporation of sustainable construction techniques in accordance with supplementary planning guidance referred to in Appendix D,”

The planning system supports low and zero carbon development through the use of energy efficiency, micro-generation and renewable energy systems. The Council’s approved SPG on ‘Renewable Energy’ requires all future developments with a total cumulative floorspace of 500m² or more to reduce carbon dioxide (CO₂) emissions by 15% beyond the 2007 Building Regulation CO₂ emissions levels. This 15% reduction should be considered a minimum requirement.

The SPG on Renewable Energy states:

- (1) The Council now requires all future developments with a total cumulative floorspace of 500m² or more to reduce carbon dioxide emissions (CO₂) by 15% beyond the 2007 Building Regulations carbon dioxide emission levels.
- (2) To achieve this 15% reduction, consideration should first be given to energy efficiency and building design measures.
- (3) Where the 15% reduction cannot be met through energy efficiency and design measures then on-site low or zero carbon technologies (LZCT) including renewable energy systems should be used.
- (4) Developments under 500m² are also strongly encouraged to achieve an additional 15% reduction in carbon dioxide emissions through these measures.
- (5) All applications for planning permission will also now require a statement on how energy efficiency measures and low and zero carbon technologies have been incorporated into the development proposal.

Planning Advice Note 84 Reducing Carbon Emissions in New Development (PAN84) provides information and guidance on achieving and demonstrating reduced CO₂ emissions.

To achieve the required reduction in CO₂ emissions the development should first give consideration to energy conservation measures and sustainable design and construction techniques to reduce the energy demand of the development. Once energy demand has been minimised consideration should then be given to the use of low and zero carbon technologies (LZCT) for on-site heat and / or power generation. LZCT includes community heating schemes and combined heat and power schemes which would serve the development as whole.

Developers must submit a statement for the Council’s approval detailing how energy efficiency measures and low and zero carbon technologies will be incorporated into the development proposal, and the level of CO₂ reduction that will be achieved.

In this respect, developers should bear in mind the timescale for development in relation to Government proposals for progressive increases in CO₂ reductions to meet the 2016 target of net zero carbon emissions for new dwellings. Council aspirations are in line with Government thinking on carbon neutral developments. Meeting these targets is increasingly likely to involve site-wide approaches and communal energy technologies rather than installations on individual dwellings.

Broad guidance on the CO² emissions reductions achievable from a range of sustainable energy technologies is provided in the table below:

Scale of technology	Name of technology	Potential CO ₂ emissions reduction
Site-wide / communal	Biomass district heating	Up to 70%
	Gas combined heat and power (CHP)	Up to 50%
	Biomass combined heat and power (CHP)	Up to 50%
	Wind turbine(s)	Up to 50%
Individual dwelling	Biomass boiler	Up to 65%
	Solar photovoltaic cells / panels	Up to 35%
	Ground source heat pump	Up to 35%
	Advanced improvements to the building fabric	Up to 30%
	Solar thermal hot water	Up to 25%
	Air source heat pump	Up to 20%
	Intermediate improvements to the building fabric	Up to 20%
	Micro wind turbine	Up to 5%
	Micro combined heat and power	Up to 5%

Source: Entec report for Scottish Borders Council (April 2008)

This table is for indicative purposes only. The Energy Saving Trust and specialist suppliers and contractors will be able to provide up-to-date information and advice which may be of use to developers in formulating proposals.

Water and wastewater capacity

Local Plan policy Inf5 'Waste Water Treatment Standards' outlines the Council's view of the preferred way of dealing with wastewater. In terms of water and wastewater capacity and network issues early contact with Scottish Water is recommended.

Sustainable urban drainage systems (SUDS)

Provision for SUDS that effectively manage the flow of rain water runoff by treating it within the site and accords with current design principles are required in all developments. Guidance is outlined in Local Plan policy Inf6 'Sustainable Urban Drainage' and in PAN61 'Planning and Sustainable Urban Drainage Systems'. SEPA require two levels of treatment to be included in large housing sites, and SUDS should be located out with the 1:30 year flood plain. Scottish Water and SEPA can provide more detailed advice.

Flooding

A number of sites allocated in the Local Plan have issues in terms of flooding. Policy G4 'Flooding' in the Local Plan and SPP7 'Planning and Flooding' sets out the main policy context on flooding. The table below provide the risk framework included in SPP7. The risk framework categorises flood risk into three groups ('little or none', 'low to medium' and 'medium to high') based on annual probability of flooding and provide a planning response to the different levels. As the nature of constraint differs from site to site, early contact with SEPA and the Council's section for Flood Protection is recommended.

THE RISK FRAMEWORK - The Planning Response to Flood Risk (Coastal, Tidal and Watercourse)

This framework has to be read in the context of the whole SPP.

1. Little or no risk area

Annual probability of watercourse, tidal or coastal flooding: less than 0.1% (1:1000), i.e. less frequently than the so-called 1:1000 year flood

Appropriate Planning Response - No constraints due to watercourse, tidal or coastal flooding.

2. Low to medium risk area

Annual probability of watercourse, tidal or coastal flooding: in the range 0.1% - 0.5% (1:1000 - 1:200)

Appropriate Planning Response

It will not usually be necessary to consider flood risk unless local conditions indicate otherwise. Suitable for most development. A flood risk assessment may be required at the upper end of the probability range (i.e. close to 0.5%) or where the nature of the development or local circumstances indicate heightened risk. Water resistant materials and construction may be required depending on the flood risk assessment. Subject to operational requirements, including response times, these areas are generally not suitable for essential civil infrastructure, such as hospitals, fire stations, emergency depots etc. Where such infrastructure has to be located in these areas or is being substantially extended, they must be capable of remaining operational and accessible during extreme flooding events.

3. Medium to high risk area (see the 2 sub areas below)

Annual probability of watercourse, tidal or coastal flooding: greater than 0.5% (1:200)

Generally not suitable for essential civil infrastructure, such as hospitals, fire stations, emergency depots etc. schools, ground based electrical and telecommunications equipment. The policy for development on functional flood plains applies. Land raising may be acceptable.

3(a) Within areas already built-up - Appropriate Planning Response

These areas may be suitable for residential, institutional, commercial and industrial development provided flood prevention measures to the appropriate standard already exist, are under construction or are planned as part of a long term development strategy in a structure plan context. In allocating sites preference should be given to those areas already defended to that standard. Water resistant materials and construction as appropriate.

3(b) Undeveloped and sparsely developed areas - Appropriate Planning Response

These areas are generally not suitable for additional development, including residential, institutional, commercial and industrial development. Exceptions may arise if a location is essential for operational reasons, e.g. for navigation and water-based recreation uses, agriculture, transport or some utilities infrastructure, *and* an alternative lower risk location is not achievable. Such infrastructure should be designed and constructed to remain operational during floods. These areas may also be suitable for some recreation, sport, amenity and nature conservation uses (provided adequate evacuation procedures are in place). Job-related accommodation (e.g. caretakers and operational staff) may be acceptable. New caravan and camping sites should generally not be located in these areas. Exceptionally, if built development is permitted, flood prevention and alleviation measures are likely to be required and the loss of storage capacity minimised. Water resistant materials and construction as appropriate. Land should not be developed if it will be needed or have significant potential for coastal managed realignment or washland creation as part of an overall flood defence.

Interpretation of the Risk Framework

(a) The annual probabilities relate to the land at the time an application is submitted or a land allocation is made.

(b) In the longer term the calculated probabilities of flooding may be affected by climate change, improved data/methods and land uses elsewhere in the catchment.

(c) As paragraph 33 explains this framework necessarily simplifies the situation

Source: SPP7 Planning and Flooding

If a flood risk assessment is required it should be undertaken in accordance with SEPA's technical guidance. The guidance notes are available on www.sepa.org.uk/customer_information/planning/flood_risk.aspx.

Contaminated land

Some sites may have issues with potential land contamination because of previous land uses. The Council's policy on contaminated land is outlined in Local Plan policy G2 'Contaminated Land' and more guidance is available in PAN33 'Development of Contaminated Land' and from the Council's Environmental Health section.

Waste management and recycling

Waste management facilities for recycling and collection should form an integral part of all developments in line with Local Plan policy G1 'Quality Standards for New Development'.

All housing developments including flats are required to have sufficient storage and access to all containers for refuse and recycling. Containers must be stored to be accessible at all times on collection days and the Council must agree collection points for flats prior to construction.

Collection point should be accessible from adopted highway roads, to be suitable for the weight of the waste collection vehicles. Access into the site should also be appropriate for waste collection vehicles. Parking areas should be planned to prevent obstruction of refuse and recycling stores, and to allow containers to be pulled out and emptied without being blocked. Recommended maximum reversing distance is 12 metres, in line with British Standards 5906 (2005), although longer distances can be considered if they are straight routes free from obstacles and visual obstruction. Well-connected streets are beneficial for larger vehicles as shorter routes can be used and reversing can be avoided.

The gradient between stopping point of the waste collection vehicle and storage/collection point should not exceed 1:12 and dropped kerb is required at the planned kerbside location for collection of refuse and recycling containers.

Pathways intended to be used to wheel containers must be wide enough to accommodate the container and a crewmember, therefore 1 metre must be added to the width of the container to estimate the minimum necessary path width. Pathways that are used for refuse collection must be level and have up-stands no higher than 6mm.

Developments in excess of 25 units are required to submit a Refuse Vehicle Access Strategy. This should include details of a suitable turning area for refuse vehicles, a swept path analysis of refuse vehicle turning movements and details of bin locations within residential curtilages and on collection day. Developments of less than 25 units should be able to demonstrate suitable turning facilities. Turning heads for refuse vehicles are not required on side roads less than 20 metres long that do not take access from a classified road.

Development in excess of 100 units will be expected to provide or contribute towards local community recycling facilities, these will be in addition to kerbside recycling. This will be assessed upon the expected future needs of the area.

Contact the Council's Environmental Services section for detailed advice on waste management facilities and recycling.

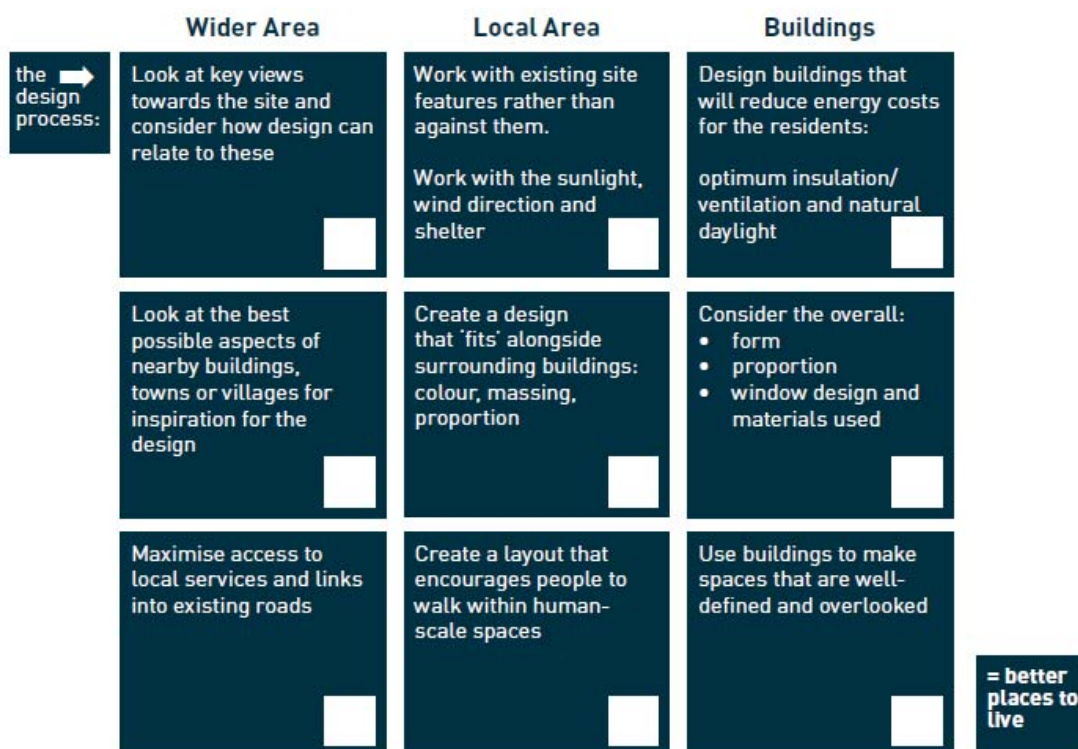
Waste material needed in the construction of the development should only be carried in if a waste management licence is in effect or SEPA are aware of the activity. Contact SEPA for more details.

Sustainable buildings

Design and placemaking

The Council has produced a SPG on 'Placemaking and Design' (currently draft). The document sets out the key sustainable placemaking objectives that any new development in the Scottish Borders should strive to achieve.

Key considerations that need to be considered to achieve high quality buildings and places are summarised in the figure below:



National guidance is available in a number of documents including 'Designing Places: A Policy Statement for Scotland', PAN67 'Housing Quality' and PAN77 'Designing Safer Places'.

Designing out crime

The Council has an approved SPG on 'Designing out Crime in the Scottish Borders' that aims to improve awareness amongst the development industry and householders, and includes practical guidance to, ensure the following topics are considered to create an attractive and safe environment:

- Planning of sites (including phasing)
- Layout of sites (roads and footpaths)
- Layout of development (casual surveillance)
- Landscaping (location and type of planting and maintenance)
- Lighting
- Design (site and house design)

National guidance is available in PAN 77 'Designing Safer Places'.

Affordable housing

The requirement for affordable housing should be met in line with Local Plan Policy H1 ‘Affordable Housing’ and the SPG on Affordable Housing. The proportion of affordable housing to be provided will be in accordance with the present policy and depends on what housing market area a specific site is included in. Affordable housing units are likely to be required on site and should be designed to integrate with other houses on the site.

The current levels of contributions are included in the table below.

Housing Market Area	Affordable Housing Requirement (%)
Berwickshire	20
Central Borders	25
North Ettrick and Lauderdale	15
North Roxburgh	20
North Tweeddale	25
South Roxburgh	25
South Tweeddale	25

The Council has moved to four housing market areas, and revised levels will be produced in a forthcoming SPG revision.

Built and cultural heritage

Some sites in the Local Plan will be located close to, or in conservation areas or close to listed buildings. For new development not have negative impact on the built heritage the Council has outlined its policies in BE1 ‘Listed Buildings’ and BE4 ‘Conservation Areas’. Other relevant policy documents are Historic Scotland’s Memorandum of Guidance on Listed Buildings and Conservation Areas.

Structure Plan policy N14, N15 and N16 and Local Plan policy BE2 ‘Archaeological Sites and Ancient Monuments’ requires detailed investigation where a development proposal impact on Scheduled Ancient Monuments, nationally important sites not yet scheduled, or any other archaeological or historical site. National guidance is available in SPP23 ‘Planning and the Historical Environment’. The Council’s Archaeology Officer can provide more detailed advice.

Landscape enhancements

Open space, green space and play areas

Policy G1 ‘Quality Standards for New Developments’ in the Local Plan and Structure Plan policy C6 ‘Open Space’ covers the provision of open space in new developments. Structure Plan policy C7 ‘Play Areas’ needs to be considered as well as the SPG on ‘Green Space’ when preparing development proposals.

The SPG on Green Space state that the Council may, in line with SPP11, require developers:

- “To provide or fund additional provision where there are identified quantitative deficiencies in provision within the appropriate distance thresholds of a proposed development, or where the development will result in quantitative deficiencies.
- To contribute to the enhancement of existing provision when there is an identified qualitative deficiency in provision within the appropriate distance thresholds of a proposed development and one effect of the development will be to increase the demand pressure on these spaces and facilities.”

The requirement for developments can be very different and the Council will use quantity standards set out in the SPG to determine the scale of contributions required towards new off-site provision or

the enhancement of existing off-site provision. Details of the standards are included in the SPG and it also encourages pre-application discussions with Planning Officers.

The SPG sets out the requirements for different groups including children and teenagers.

Advice on national level is available in SPP11 'Open Space and Physical Activity' and PAN65 'Planning and Open Space'.

Ecology, habitats and trees

Local Plan policies NE3 'Biodiversity', NE4 'Trees, Woodlands and Hedgerows' and the SPGs on 'Trees and Development', 'Landscape and Development' and 'Biodiversity' provide guidance on these issues and list what is required for developments.

The main principle for protection of biodiversity is to promote development that is sustainable and protect biodiversity so there is no net loss of biodiversity. The degree of protection of a site depends on its position within the hierarchy of designations to protect species and habitats.

The key considerations in terms of landscape are;

- Landscape implications of planning applications in terms of site context, proposed layout, future use and maintenance
- Minimise impact by retaining existing trees, shrubs, boundary features etc. wherever possible.

In terms of trees and development, developer should;

- Ensure development schemes include measures to safeguard trees and where appropriate to supplement an area's tree cover
- Provide detailed tree and land survey for application sites in close proximity to trees, or on site which trees are growing.

Detailed arrangements for future maintenance of landscaping on a site will be requested as part of any planning application. Early contact with the Council to discuss biodiversity, trees and landscaping issues is recommended.

Landscape designations

A number of allocated sites are located in the proximity of landscape designations, for example Gardens and Designed Landscapes, National Scenic Areas, Areas of Great Landscape Value, Special Area of Conservation and Site of Special Scientific Interest. These designations are protected against adverse impact from development through Local Plan policies BE3 'Gardens and Designed Landscapes', NE1 'International Nature Conservation Sites', NE2 'National Nature Conservation Sites', EP1 'National Scenic Areas' and EP2 'Areas of Great Landscape Value' as well as Structure Plan policies and national policies. Planning proposals for sites in proximity should detail the impact on these areas and how to mitigate the adverse impact.

Creation of streets and spaces

Roads and access

Road design should not be conceived in isolation, but as an element in the overall design of the development. The Council's 'Standards for Development Roads' should serve as a guide for the form of development on the site, but should be flexible enough so as not to inhibit the design of an innovative less car dominant layout which respects the landform and character of the area. More details are available in Local Plan policies Inf2 'Protection of Access Routes', Inf3 'Road Adoption Standards' and the Council's Transportation Standards (Scottish Borders Local Plan Appendix D) and in PAN76 on 'New Residential Streets' and the forthcoming 'Designing Streets' manual. The national documents promote/ will promote an informal system of well connected streets with natural traffic calming (building lines, squares, shared road surfaces etc) built in and equal priority given to all

transport modes such as passenger transport, walking and cycling. Developers are advised to contact the Council's Technical Services Department for further advice.

Parking

In a development where car parking spaces are allocated to individual properties the provisional requirement will be two car parking spaces per dwelling unit (discounting garages). There will be a 25% requirement for visitor parking to be provided in groups of two spaces or more. For communal car parking the provisional requirements, which include visitor parking, is 1.5-1.75 spaces per dwelling unit. More details are available in Local Plan policy Inf4 'Parking Provision and Standards' and the Council's Transportation Standards (Scottish Borders Local Plan Appendix D). Developers are advised to contact the Council's Technical Services Department for further advice.