



**REPORT of  
INTERIM HEAD OF PLANNING SERVICES**

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**to  
PLANNING AND LICENSING COMMITTEE  
2 MARCH 2017**

**DRAFT MALDON DISTRICT DESIGN GUIDE AND PROPOSED PUBLIC  
CONSULTATION**

**1. PURPOSE OF THE REPORT**

- 1.1 To seek the Committee's approval for the Draft Maldon District Design Guide (**APPENDIX A**) to go out to public consultation.

**2. RECOMMENDATION**

That the Draft Maldon District Design Guide is approved for public consultation.

**3. SUMMARY OF KEY ISSUES**

- 3.1 Policy D1 Design Quality and Built Environment of the submitted Local Development Plan 2014 – 2029 (LDP) sets out ten criterion that all development must have regard to reflective of the unique character and distinguishing features of the District. Policy D1 LDP states that: *In addition, all developments must demonstrate that they are in general conformity with the design principles set out in the emerging 'Maldon District Design Guide SPD' and any other relevant local development documents, neighbourhood plans or Village Design Statements (VDSs) adopted or endorsed by the Council.*
- 3.2 The Committee approved the Project Brief (**APPENDIX B**) to appoint consultants to prepare the draft Maldon District Design Guide on 14 January 2016. That Project Brief took full account of the objectives set out in LDP Policy D1 and evidence base documents to ensure that all development is of a high quality design wherever it is located to enhance environmental quality whether natural built or historic; is inclusive to ensure that all development can be used by all people and to deliver green infrastructure benefits; to reduce social exclusion and seek to improve people's access to housing, employment and services and facilities and to connects people and places by sustainable modes of transport particularly through the provision of safe and attractive pedestrian and cycle routes. BDP were appointed as our consultants in April 2016.
- 3.3 The Draft Maldon District Design Guide (MDDG) incorporates supporting evidence base documents focussed on Policy D1 requirements, for example, the Maldon District Characterisation Assessment and Maldon District Landscape Character Assessment and references existing Neighbourhood Plans, Village Design Statements

and Conservation Area Reviews and Appraisals to inform the design process from a planning and visual context analysis. It is intended that future plans, studies and statements will be referenced and linked to in the MDDG as and when prepared and endorsed. It is intended that the MDDG will be a digitally interactive document whereby documents are accessed via direct web links.

- 3.4 An officer working group made up of cross-cutting service areas has ensured a coordinated and collaborative approach to produce the draft MDDG. A special Development Management workshop tested the draft MDDG's effectiveness as a planning tool and its usability for both decision makers and consultees on real applications. In this regard a number of technical documents and appendices have been prepared to support the draft MDDG and to expand on particular design elements within the in the document.
- 3.5 These are:
- Appendix 1 – Technical Documents:
    - Vehicle Car Parking Standards Supplementary Planning Document (SPD), Maldon District Council (MDC) 2006, (or successor document)
    - Essex Design Guide Road Type Table, Essex County Council (ECC), 2017
    - National Space Standards, the Department for Communities and Local Government (DCLG), 2015
    - Technical Document 1 - Noise, MDC, 2017
    - Technical Document 2 - Air Quality, MDC, 2017
    - Technical Document 3 - Older Persons Housing, MDC, 2017
    - Technical Document 4 - Landscape and Arboriculture, MDC, 2017
  - Appendix 2 – How to Measure Density
  - Appendix 3 – How to write a Design and Access Statement
  - Appendix 4 – How to write a Heritage Statement
- 3.6 The MDDG is intended to be a Supplementary Planning Document (SPD) and will be used by:
- Applicants and developers when preparing their development schemes;
  - Planning officers to assess the design quality of development proposals when determining applications and offering pre-application advice; and
  - Members when assessing development proposals.
- 3.7 It is proposed to present the draft MDDG to Members on 1 March 2017 by the Urban Design Officer to show how the draft MDDG works in practice.

## 4. CONCLUSION

- 4.1 The Draft Maldon District Design Guide sets out the design considerations and design quality expected in the District for all development proposals and aligns with Policy D1 LDP and supporting the LDP as a whole.
- 4.2 The public consultation will be for a minimum of six weeks and outcomes will be reported back to this Committee in due course. Our consultants will assist with the public consultation detailed in paragraph 4.6 of the approved Project Brief (**APPENDIX B**) and will include direct consultation with existing agents, architects and planning consultancies, relevant stakeholder and statutory consultees by web-based consultation, exhibition based consultation and community workshops.
- 4.3 Public consultation is a necessary element of the Council's processes to give weight to Policy D1 and an element of soundness to the LDP.
- 4.4 It is intended that the Maldon District Design Guide will become a Supplementary Planning Document (SPD) as a Tier 3 document to the LDP and henceforth will become a material consideration in the planning process.

## 5. IMPACT ON CORPORATE GOALS

- 5.1 Planning supports corporate goals which underpin the Council's vision for the District and in particular protecting and shaping the District and balancing the future needs of the community.

## 6. IMPLICATIONS

- (i) **Impact on Customers** – Planning applications for all development will be determined in accordance with the Maldon District Design Guide ensuring delivery of high quality design.
- (ii) **Impact on Equalities** – The Maldon District Design Guide will inform inclusive development and social cohesion through good design.
- (iii) **Impact on Risk** – The draft Maldon District Design Guide has been prepared in accordance with the submitted Local Development Plan.
- (iv) **Impact on Resources (financial)** – The costs related to the public consultation will be met through the community engagement resource for the LDP.
- (v) **Impact on Resources (human)** – Project Management of the Maldon District Design Guide is in-house by the Urban Design Officer.
- (vi) **Impact on the Environment** – The Maldon District Design Guide will assist the Council in promoting high quality and inclusive design and sustainable development to support new and existing communities and safeguard the character and distinctiveness of the District.

Background Papers:

Local Development Plan 2014 – 2019 as submitted for examination

Maldon District Vehicle Parking Standards SPD, MDC, 2006

Technical Housing Standards - nationally described space standard, DCLG, 2015

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