Planning Brief
Council Offices

Trevanion Road
Wadebridge

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CORNWALL
COUNCIL

July 2010

1. INTRODUCTION

1.1 Cornwall Council is committed to the delivery of affordable housing to meet the needs of the local community. Communities tell us that affordable housing is one of their highest priorities and to address this the Council is looking at a range of different funding sources and methods to deliver affordable housing for local needs. In July 2009 the Council was successful in being one of only 10 authorities invited to bid for funding under the affordable housing Private Finance Initiative (PFI) to support provision of new homes and extra care schemes in the County. A questions and answers sheet about PFI is attached to this brief for your assistance.

1.2 One of the ways the Council can take a lead in delivering affordable housing is through the use of its own land. In developing a proposal to submit to central government under the PFI project it has had to focus on land which it owns or can be provided for nil cost.

1.3 The following therefore is one of a range of briefs being produced to support the bid. Each will explore the opportunity for development of the sites for affordable housing or extra care focused schemes. The briefs will be used to guide any future development partner in developing proposals.

1.4 This document sets out the Council's intentions for the future use of its offices at Trevanion Road, and the requirements and expectations for the future development for affordable housing. The brief has been produced to confirm that the Council wishes to see this site developed for housing and to provide the community, stakeholders and potential partners details for information and consultation.

2. BACKGROUND

2.1 The council offices have been earmarked for the development of approximately 31 dwellings which could include 18 rented dwellings and 13 intermediate affordable shared equity or low cost sales. Some accommodation could be provided in a single building which would include flats but a significant number of units would be in the form of two storey houses.

3. THE SITE AND ITS SURROUNDINGS

3.1 The site is effectively in two parts on either side of Hill Road and is about 0.48 hectares. There are two existing principal buildings known as Armdale and Trevanion. These buildings are Victorian or early Edwardian and although some of their original qualities survive they have been variously altered and extended to facilitate their current uses.

3.2 The area is predominated by late nineteenth century buildings essentially arranged in terraces to the western side of Trevanion Road. Trevanion Road to its lower end has older smaller scale cottage type terraces and further up there are larger Victorian/Edwardian properties of impressive scale set back with formal front gardens. This marked the late nineteenth century early twentieth century expansion of the town. A flavour of these properties is shown in the photographs below.

3.3 The site is situated approximately 200 metres to the south of the town

centre and is within easy walking distance of all the main shops and services provided in Wadebridge.

3.4 Vehicular accesses to the site are currently via a singular point onto Hill Road on the north side and from New Park Road on the south side.

3.5 The site is mainly surrounded by two and three storey dwellings. The current offices are on two sites either side of Hill Road which runs off Trevanion Road. The area is not currently in a Conservation Area but we propose to extend the boundary of the Conservation Area to include this part of the town. A draft Conservation Area Appraisal and Management Plan have been prepared which should be referred to for more detailed analysis.

Location Plan

4 PLANNING HISTORY

4.1 There is no planning history relevant to the Council's proposal for residential development of this site.

5 PLANNING POLICY CONTEXT

Adopted Development Plan

5.1 Relevant policies are contained in adopted planning documents, including the North Cornwall District Local Plan 1999, the Cornwall Structure Plan 2004 the emerging Regional Spatial Strategy for the South West. Relevant policies are listed below and will need to be taken into account in the preparation and determination of any planning application.

North Cornwall District Council Local Plan 1999 'Saved' Policies

HSG1 Development in Towns and Main Villages
HSG10 Group Schemes
DVS1 General Design and Amenity Considerations
DVS2 Landscaping and Protection of Site Features
DVS3 Amenity Considerations
DVS4 The Design and Layout of Housing Schemes
DVS5 Roads and Footpaths
DVS6 Vehicle Parking and Servicing
DVS8 Sewage Treatment and Disposal

'Saved' Supplementary Planning Guidance (SPG)

Design Strategy for the Built Environment 1999
Supplementary Planning Guidance - The Negotiation of Community Benefits (revised 2008)
North Cornwall District Council Design Guide

Cornwall Structure Plan 2004 'Saved' Policies

Policy 1 Principle for Sustainable Development
Policy 2 Character Areas, Design & Environmental Protection
Policy 3 Use of Resources
Policy 8 Housing
Policy 9 Mix & Affordability of Housing
Policy 10 Location of Housing Development
Policy 15 Implementation, Monitoring & Review
Policy 16 Overall Distribution of Development
Policy 28 Accessibility

Emerging Local Development Framework (LDF)

5.2 The Local Development Framework (LDF) for Cornwall which is emerging, will ultimately form the replacement Development Plan for the area. The Local Development Scheme and Statement of Community Involvement are likely to be published shortly. The intention is that the Core Strategy and a DPD on housing will be produced and adopted before 2012.

6. DEVELOPMENT CONSIDERATIONS

Archaeology and Architectural Issues

6.1 None of the buildings on the site are statutorily listed. The original building known as Armdale is fundamentally intact with timber sash windows etc, however there is an unsightly portable cabin tacked onto the back. It would be regrettable to lose the façade of this building, its prominent position at the inner elbow of the road. There would also be an issue of unbalancing the pair of semi-detached dwellings of which the other half is in private ownership, but clearly there would be merit in rationalising the site by removing the portable cabin.

6.2 The site on the east side of Hill Road, occupied by Trevanion is the larger part of the site and is essentially a detached Edwardian property set back into the site with several poorly tacked on additions which detract from its original character and which have been built in the original large curtilage, of this former dwelling. These include two substantial single storey wings. The main core of the original building could be described as intact, however it has had the unsympathetic treatment of plastic windows (potentially reversible) and its setting has been compromised from being surrounded by a sea of parking. The building does not front Trevanion Road but is side onto it, originally designed as a substantial town dwelling set in generous grounds of which from Trevanion Road it still reads in this way.

6.3 There are a number of poorly designed buildings behind the main building including a small old 1960's fire station. There would be a lot of potential in rationalising the site, demolishing the various additions and inconsequential detached buildings. In terms of demolishing the main building then firstly it would be prudent to see if it could be retained as the focus to the re-developed site with new build constructed to complement it. The preference in sustainable terms is that we are not demolishing a building which has potential in conversion and merit in retaining.

6.4 If this proves impractical or unviable a scheme for total demolition of the Trevanion building, which ultimately enhances or preserves the character of the area and which picks up on the context of the area in terms of position, scale, materials and detailing would be quite reasonable but this would need to be conveyed through the skills of an Architect producing a high quality design.

Access, Parking and Highway Considerations

6.5 A Transport Assessment will not be required to support a planning application, but the design and layout must be based on advice and subsequent pre-application discussions with Highways officers.

6.6 Vehicular access is likely to remain from Hill Road and New Park Road, most likely in their current locations.

6.7 Consideration should be given to establishing a car share scheme/club for the new development.

Drainage

6.8 Development on this site should meet current standards relating to sustainable drainage, as set out in Planning Policy Statement 25 (PPS25).

Trees

6.9 A full Tree Survey has already been undertaken by the local authority, there is a general presumption in favour of retaining all trees wherever

possible. Removal of any mature trees will require justification and a detailed landscaping scheme which includes any appropriate replanting should be prepared in consultation with council officers and should form part of the detailed proposals.

Ecology

6.10 If bats are present within buildings on the site, appropriate licences must be obtained from Natural England and the provision for crevice roosting bats must be included within any replacement new buildings. The specific numbers, types and locations of artificial roosts sites will be negotiated with the bat consultants and the Council's ecologist pending the approval for demolition by Natural England and the selection of the final development plan for the site. Examples of roost designs that could be incorporated into the new buildings are available from the local authority.

6.11 Appropriate landscaping and building layouts for bats must also be considered when developing the design of the development. Landscaping should include a high proportion of insect attracting plant species. Building layouts and landscaping should preserve and provide flight lines to and from roosts.

Design Guidance

6.12 As part of the redevelopment of the former Council Offices site Cornwall Council will require the following:

- Consideration should be given to the reuse and conversion of the main part of the building known as Trevanion.
- The building known as Armdale must be retained and incorporated as part of the final redevelopment. The design should enable it to be retained, refurbished and fitted out as part of the development.
- The existing boundary wall to the site should be retained in any future redevelopment scheme.
- The main features of the principal buildings i.e. bay windows, use of local stone, slate, brick quoins and deep timber verge detailing to roofs and should be incorporated in some way in the redevelopment of the site.
- The existing landscape buffer to Trevanion Road and Hill Road should be retained and enhanced as a feature in the new development.
- Each of the five road frontages of the scheme should be influenced by the historic layout and use of the site of the site i.e. as large town houses. The ancillary uses of the scheme such as parking should ideally be located, carefully at the front of the site to create an 'active' frontage.
- The form and scale of the development should take into account the ridgeline features of those building which already front Trevanion Road to the north and south of the site. On the return frontages along Hill Road and New Park Road the smaller, two storey scale should predominate the design.
- The layout of the site should encourage permeability and incorporate pedestrian linkages to nearby local shops and other facilities.
- The layout should seek to restrict car movement within the site and limit parking to not more than one car space per dwelling.

6.13 Development will be expected to meet Code for Sustainable Homes Level 4 as a minimum.

6.14 Consideration should be given to incorporation of public art into any development proposal.

Planning Obligations

6.15 The developer will be expected to prepare and enter into a Section 106 agreement to limit the occupation of the affordable housing to local people in housing need in accordance with the Council's standard Section 106 clauses.

6.16 In addition to provisions relating to affordable housing, the private sales dwellings will be expected to include on site and/or any off site financial contributions for local infrastructure such as recycling, equipped play area/ public open space and provision for highway infrastructure.

6.17 The relevant adopted policies for off site contributions currently vary across the county. It is estimated that the current cost per dwelling will range from £456 – 1,834 for on site contributions to play and recreation (depending on the dwelling size), while off-site contributions will range from £321 – 1,472. However, given the likely delivery period for sites and the proposed development of a new countywide policy position on planning obligations, it is proposed that a sum of £10,000 per open market dwelling is assumed for appraisal purposes. The current brief assumes the scheme will be for 100% affordable homes on that basis, no contributions will be sought.

6.18 That Council's standard Section 106 provisions set out the hierarchy of local lettings, definitions of qualifying persons, local connection etc. For this site the local connection for rural areas and small towns will apply. The full definitions are attached.

6.19 Where a site is meeting a range of housing needs in addition to social rented housing, intermediate homes must satisfy the policy requirements of the Council and Planning Policy Statement 3 (PPS3) in terms of the future occupation, local connection and affordability of the dwellings. Restrictions under the Housing (Right to Enfranchise) (Designated Protected Areas) (England) Order 2009 No 2098 will apply to homebuy shared ownership dwellings are in place for all rural sites.

Services

6.20 It is anticipated that all necessary services will be available.

Flood Risk

6.21 The site is located within Flood Zone 1, i.e. the site has a less than 1 in 1000 annual probability of flooding.

7. PLANNING APPLICATION REQUIREMENTS

7.1 The following sets out the minimum requirements for submission of a planning application:

- Appropriate planning application forms and fee
- Location Plan
- Detailed Plans, elevations and streetscape proposals
- Proposals for boundary treatments
- Site sections and massing studies
- Hard and soft detailed landscape proposals and schedules
- Design and Access Statement - including landscaping scheme - A Design and Access Statement is a compulsory element of any planning application and should be prepared in accordance with CABE guidance.
- Statement of Community Involvement - The Statement of Community Involvement (SCI) sets out the local authority's minimum standards

for public involvement and should be used as the basis for community consultation.

- The completed Ownership Certificate (A, B, C or D – as applicable) as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995;
- In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 6 of the Town and Country Planning (General Development Procedure) Order 1995 must be given and/or published in accordance with this Article;
- Affordable Housing Statement;
- Planning obligation – Draft Head(s) of Terms and Proof of Title;
- The appropriate fee.

8. CONSULTATION

8.1 This consultation brief seeks to set out the basis by which Cornwall Council will wish to progress with a partner the provision of housing on this site. This document forms the first stage of engagement, and the results from this stage will help to develop a final brief.

8.2 Each brief will be subject to consultation with the relevant town and parish council, key partners in the community and the public. To make your views on the document known please write to:

Mark Evans
Development Officer
Cornwall Council
Planning & Regeneration (East 1)
3/5 Barn Lane
Bodmin
PL31 1LZ

8.3 Alternatively you can email comments mark.evans@cornwall.gov.uk. To include your views at this stage, we need to receive them by 5pm on Monday 16th August 2010.

8.4 Please note that comments made at this stage cannot be treated as confidential, and will be made available for public inspection before and after the document has been finalised.

8.5 The Council's Draft Statement of Community Involvement (SCI) sets out our commitment to keeping residents and the community informed on the progress of consultations, including how feedback will shape our thinking. As part of this, we will produce a summary of the feedback we receive from this stage of consultation and explain how it will be fed into the final brief.

8.6 Our SCI also sets out that we would expect our partner developer to submit, with their planning application, a Statement of Conformity that clearly shows how they have complied with the SCI. The preparation and submission of a Statement of Conformity will help the Council to determine the application more swiftly by providing clear evidence of community involvement in the preparation of an application. A suggested template for a Statement of Conformity is included in Appendix 4 to the Draft SCI. Future developers will be expected to consult with the local community in the development of their detailed proposals.

9. PLANNING BRIEF ADOPTION PROCESS

9.1 The Planning Briefs will be considered by the Planning Policy Panel in September 2010 and subject to that adopted as supplementary planning guidance to provide greater certainty for its future development.

10. ENVIRONMENTAL IMPACT ASSESSMENT

10.1 The proposed development is below the indicative threshold for issuing a screening opinion under Annex A to Schedule 2 of the EIA Regulations 1999 (as amended) and the site is not defined as a 'sensitive' location within Schedule 3. On this basis of the information available the Council has determined that a negative Screening Opinion will be issued to the effect that an Environmental Statement will not be required. A copy of the screening decision, including a formal statement of the reasons and supporting information and relevant documents are available on request.

11. SITE PHOTOGRAPHS

South side of site

New Park Road

Trevanion Road

Hill Road frontage

View east from Hill Road

View east from Hill Road

South east corner of Trevanion

South East elevation of Armdale

APPENDIX A
PROPOSED LOCAL CONNECTION POLICY

Rural and Small Towns Local Connection Definition

"**Area Local Connection**" means a connection with the Primary Area (parish) the Secondary (adjoining parishes) or Tertiary Area (Cornwall) as appropriate and demonstrated by that person or a member of their Household to the reasonable satisfaction of the Council:

(a) having lived for a period of at least 10 years out of the first 16 years of their life at a permanent residence in the parish

(b) being permanently resident therein for a continuous period of at least three (3) years immediately prior to the offer of the relevant Affordable Dwelling; or

(c) being formerly permanently resident therein for a continuous period of five (5) years; or

(d) having his or her place of permanent work (not including seasonal employment) therein for a continuous period of at least three (3) years immediately prior to the offer of the relevant Affordable Dwelling; or

(e) having demonstrated to the Council's satisfaction special circumstances which give rise to a pressing and exceptional reason to reside within the parish which cannot be met in another way. Such circumstances may include (but not be limited to) the need to provide or receive care and support or relevant educational, social and economic factors.

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