

COMMUNITY DESIGN STATEMENT FOR STOW- ON-THE-WOLD AND SWELL

May 2017

CONTENTS

- Synopsis
- Community Design Statement
- Appendix 1 – Stow Parking Standards
- Appendix 2 – Visual Guide
- Map 1 – Parish Boundaries
- Map 2 – Development Boundaries
- Map 3 – Conservation Boundaries

SYNOPSIS

1. GENERAL INFORMATION

1.1 This is a repeat of the Cotswold District Council Design Code with particular policies applicable to Stow and the Swells added.

1.2 All proposed development including signage within the boundaries of the two parishes will comply with the Neighbourhood Plan. The parish boundaries are shown on Map 1 attached. No aspect of the Community Design Statement is retrospective.

1.3 Where the Community Design Statement states that an item is to be approved this will be to the approval of the Planning Committee of Stow Town Council acting in concert where appropriate with the Parish Council of The Swells.

1.4 There are separate design requirements for within and without the Conservation Areas. See Map 3 attached showing the Conservation Area boundaries.

1.5 No development will take place outside of the development boundaries (see Map 2 attached) unless it is a proposal by a Community Land Trust, by a person carrying out agricultural or forestry business whereby the provisions of the Permitted Development Orders will apply, or where there is an isolated structure in danger of collapse due to demonstrable long term abandonment.

1.6 Parking provision. All proposals must have parking provision as set out in the Neighbourhood Plan or a Community Infrastructure Levy payment of £20,000 for each parking space which is not provided must be paid to Stow-on-the-Wold Town Council or The Swell Parish Council prior to any development commencing for developing area wide parking facilities.

1.7 Green infrastructure. Landscaping and the space between buildings is as important to protecting and enhancing the visual qualities of the parishes as the buildings themselves. There are comprehensive and mandatory requirements for these elements within the Code.

2. DESIGN AND MATERIALS

Generally the Cotswold vernacular is to be adopted and the analysis of what this is and the materials and details which contribute to it are given in the Community Design Statement. Following the Cotswold vernacular is mandatory within the Conservation Areas but variations on the vernacular theme will be considered in all other areas of the parishes' built environment.

3. SUSTAINABILITY

No visible features for sustainable technologies will be allowed within the Conservation Areas but these will be encouraged outside as will non-visible technologies inside the Conservation Areas.

4. **ADVERTISING**

There are strict rules in place prescribing the form of permanent advertising that can be placed on buildings, again divided between specific rules for the Conservation Areas and more relaxed rules for outside of these boundaries. There are also specific prohibitions on mobile advertising such as A-boards and the like placed on pavements and other parts of both the public realm and the visible private realm.

Note that an Article 4 Direction is to be put in place in all the Conservation Areas.

The Planning Committees of Stow Parish Council and/or The Swells Parish Council will be happy to discuss proposals at a very early stage and all applicants are encouraged to take advantage of this offer to avoid potential disappointment.

COMMUNITY DESIGN STATEMENT

1. Background

- 1.1 The Cotswolds is an outstandingly beautiful area, rich in built and natural heritage. The aim of this Community Design Statement is to ensure that the highest standards of new development, respecting the distinctive qualities of Stow-on-the-Wold and the Swells (SatS) are achieved for the benefit of current and future generations.
- 1.2 This Community Design Statement should be used in conjunction with national guidance, including the Planning Practice Guidance (PPG). The PPG emphasises the importance of good design as a key aspect of sustainable development. It encourages high quality and inclusive design that establishes a strong sense of place and responds to local character. This document uses the Cotswold District Council's (CDC) Design Code from the emerging Local Plan and augments it.
- 1.3 This Statement is intended to cover all aspects of design within the SatS context. It is relevant to a wide range of development, from householder extensions and alterations to major residential schemes and commercial proposals. It is a material consideration in planning decisions and, set within the context of the Local Plan, carries considerable weight.
- 1.4 It may, in some cases, be appropriate to produce site specific Community Design Statements for significant development schemes. **Proposals for schemes containing 10 dwelling units or more or in excess of 1,000m² of new or altered floor space must be notified to Stow Town Council (STC) or The Swells Parish Council (SPC) as applicable for additional requirements before design work begins.**
- 1.5 All good design is informed both by the needs of the current and future users, and by a proper understanding of the site and its setting. These considerations are of particular importance where there is an existing high quality built and natural environment, as is clearly evident in SatS and the Cotswolds as a whole.
- 1.6 There is a wealth of information on the natural, built and historic environment of the district which is continually being expanded. Reference should be made to the Stow-on-the-Wold and the Cotswold District Council (CDC) websites for the most recent information and guidance produced by the Council and other organisations, including: landscape character assessment; conservation area appraisals; design guidance for individual architectural features; and community design statements. Site-specific information should also be sought, and the characteristics of the site and its wider surroundings should be carefully studied.
- 1.7 The CDC's validation process clearly outlines the types of assessment that might be appropriate. These are likely to include, for example, landscape visual impact assessments, historic environment statements, and ecological appraisals. The type and scope of assessment required will relate to the development proposed and to the level of potential impact of that development.
- 1.8 **There are more restrictive and prescriptive policies which apply in the Conservation Areas set out in this document.**

2. Landscape, Settlements and Streets

- 2.1** Careful study should be made of the context of any new development. Each site will have its own characteristics, and a specific landscape or townscape setting. The proposed development should respond to this.
- 2.2** Settlements are distinctive in how they sit within the landscape. They have their own unique layouts and patterns of streets. These characteristics should be reflected in the location and design of new developments.
- 2.3** Cotswold towns typically have many buildings tightly arranged at their core, with building lines set immediately on, or close to, the rear of the pavement. Many feature gently curving streets, and are centred on wide thoroughfares or market places. Others set out in a linear fashion, or are more dispersed and rural. Nearly all settlements incorporate important open spaces. A few grand houses might sit impressively in dominating locations, but the majority of buildings in the countryside appear nestled within their landscape setting, and are not prominent or located on the skyline.

Stow-on-the-Wold's location on top of the wold is unique. An understanding of the impact of any development proposal on key views is critical.

- 2.4** Traditional Cotswold street scenes contain buildings of a variety of scales, heights and architectural styles. Together, however, there is a sense of rhythm, harmony and balance, and this should be continued in any new development. The particular character of existing streets should be respected, including gaps between buildings, which can often be important. New additions might add interest but should not appear out-of-keeping.
- 2.5** In designing new development, close attention to the site and its setting should work at all levels, from the overall principle, density and grain, to the scale, form, roofscapes, elevations and detailed features of the buildings, and to the landscaping surrounding them.
- 2.6** Whatever the design approach it is important to ensure that development not only respects local character but also develops a sense of place in its own right. This is particularly important for larger schemes, where some individuality in design for the whole development, or for areas within the development, will help the site to form its own identity and character, whilst still respecting the wider context.

3. Scale and Proportion

- 3.1** New buildings should be well proportioned and relate to the human scale, and to their landscape or townscape context.
- 3.2** Excessive or uncharacteristic bulk should be avoided. New buildings should generally not dominate their surroundings, but should complement the existing structures or landscape, and sit comfortably within their setting.
- 3.3** New buildings, other than those in some town centre contexts, should be modest in height, particularly when forming a transition from countryside to settlement.
- 3.4** Extensions to existing buildings should be in scale and character with the parent building. Additions should not dominate the original building, individually or cumulatively. Subservience in mass and height is often important, making apparent the building's evolution.

4. Architectural Style – The Cotswold Vernacular

- 4.1** SatS are quintessentially English. The distinctive traditional architecture of the area is famous worldwide. Buildings have, for many centuries, had a relatively uniform and consistent style, resulting from the use of the local stone and traditional construction techniques. This is known as the Cotswold vernacular.
- 4.2** Many new buildings are designed in the Cotswold vernacular style and, if done correctly, this follows a great tradition. It is critical that new vernacular proposals are carefully researched and reflect the qualities of traditional architecture of the area, including materials, proportions and roof forms, as well as the siting, scale and detailed design of architectural features.
- 4.3** New designs should not draw on existing buildings that have been “unsuccessful” or that have not respected local distinctiveness. Poor imitations of true vernacular architecture should be avoided. At the same time there should not be blind copying or slavish replication of specific buildings or detailing. New vernacular proposals should be inspired by the best of the past, carrying the key qualities and essence of the Cotswold style, but also utilising new technologies and best practice to address the environmental, economic and social concerns of today.
- 4.4** It should be noted that the Cotswold vernacular is not entirely consistent within SatS. There are subtle variations in architectural forms and features, and in materials, that result in areas of differing character, which should again be reflected in new development.
- 4.5** Some key qualities of the Cotswold vernacular are:-
- a. The use of local limestone for walling, and split limestone slates for roofs.
 - b. A general simplicity of form and design is typical, often giving buildings an understated appearance, with any ornamentation usually limited to architectural features.
 - c. Restricted gable widths, resulting in narrow plan depths to many buildings.
 - d. Steep roof pitches, dictated by the use of the stone slates.
 - e. A variety of roof forms, sometimes a simple single ridge with plain roof slopes and windows set under the eaves (the unbroken quality of the roof slopes often being important), and sometimes forward-facing steep gables. Roof slopes are also often broken by smaller “gables”, or dormers, some more substantial in stone, and others, timber-framed and rendered.
 - f. Valleys traditionally formed by stone slates swept to a curve. Plain shallow eaves and verges, with an absence of overhangs, and without any exposed rafter feet, fascias or bargeboards.
 - g. Chimneys, originally stone (often ashlar), and then commonly red brick from the nineteenth century. Tall chimneys, often set to the ridge line, with stacks normally integral and flush to gable end walls.
 - h. Window openings well-spaced and fairly small, with sizeable areas of wall in-between. Openings usually centrally placed with gables, with end walls containing chimneys usually blank, or sparsely and asymmetrically fenestrated.
 - i. Two and three light windows most common. Generally a hierarchy to the openings, with wider ground floor windows below smaller upper floor windows.
 - j. Stone mullion window surrounds, directly glazed or containing metal casements, and sometimes with stone hood moulds above. Alternatively simple flush timber casements, with slender glazing bars.
 - k. Doors usually solid timber boarded, sometimes containing a small glazed panel.

- l. Porches of varying styles. Some solid stone on flank walls or with carved hoods but also many lightweight canopies, as gables or flat hoods supported on brackets in timber.
- m. Garden areas enclosed by boundary treatments, mostly typically dry stone walling.

4.6 From the eighteenth century, a larger number of buildings were constructed showing the influences of classical architecture. Roofs set behind parapets become more common, as well as the use of gable tabling. Unlike fully classical set pieces, such as some country houses and large town houses, many more buildings applied certain elements of classicism, whilst retaining a vernacular flavour. For examples some farmhouses were given a polite, symmetrical façade with sash windows.

4.7 A distinctive interpretation of the Cotswold vernacular continued through the Victorian period, with many architect-designed estate cottages and terraces, as well as civic buildings. Gothic or Tudor inspired architectural features were sometimes employed. Exposed rafter feet and decorative bargeboards and finials are occasionally seen. From the Victorian period, with the coming of the railways, the use of blue slate for roofing became more common.

4.8 The Cotswold vernacular is also well known for its relationship with the Arts and Craft movement. Arts and Crafts buildings had a distinctive character but drew heavily on the vernacular and emphasised quality of materials and craftsmanship, internally and externally.

5. Architectural Style - Contemporary

5.1 Original and innovative proposals that reinforce a sense of place and help raise the standard of design generally are welcomed. A contemporary design should make strong local references and respect elements of the Cotswold vernacular, in order to maintain the architectural distinctiveness of the area.

5.2 On most listed buildings; in some prominent locations, or generally within consistently historic and traditional village and town street scenes, a contemporary building may appear too starkly out-of-keeping. This is more often the case in an area such as the Cotswolds, which has such a strong vernacular. There are however opportunities to explore a less conventional design approach in the vernacular tradition, and this is encouraged.

5.3 The massing of contemporary buildings should often be broken, especially in historic settings, to avoid overly horizontal proportions and a monolithic appearance. The scale and modulation of contemporary buildings should respond to the context, for example vertical articulation to reflect narrower historic plots within the town centre. These should also usually be appropriate architectural interest within elevations.

5.4 The use of traditional local materials, most notably natural stone, appropriate proportions, and a high standard of workmanship will help to ensure that new developments are harmonious with their surroundings. There should be an emphasis on simplicity of design, with detailing neatly resolved and of the highest quality.

5.5 In some instances the use of modern, non-local materials may contribute towards a successful contemporary design. This might include the use of more extensive areas of glazing, zinc or copper roofs, or timber cladding. However, obvious local references should still be made.

5.6 Modern design may also facilitate the incorporation of sustainable features more readily than when following a traditional design ethos. Key points that relate to the Cotswold context include the use of locally sourced materials, and the incorporation of heating and energy generation that utilises local resources, such as woodland products.

6. Materials and Craftsmanship

Stonework

6.1 The most important, unifying aspect of the traditional architecture of the Cotswold is the use of the local stone. Cotswold stone is an oolitic limestone that has been quarried locally for centuries and used for walling, roofing, paving and architectural elements. **This must be used within the Conservation Areas.**

6.2 The colour of Cotswold stone varies across the District, from lighter creams and some greyer tones to the south, to deeper creams and rich honey colours further north. It is vital that the colour chosen is appropriate for each locality, when extending or altering existing stone buildings, or when constructing new buildings.

6.3 There are various styles of walling stone within the Cotswolds. Many higher status buildings are constructed in ashlar stonework. This consists of straight cut, finely tooled blocks of stone, laid to their natural bed, with very tight mortar joints.

6.4 More commonly walls are constructed of Cotswold rubble stone. This includes neater squared and dressed stonework, usually given a flatter tooled face. Many more buildings are built up in rougher, less worked rubble stone, and some in very shallow coursed field stone. Rubble stonework is generally laid random, but most often consistent, course sizes.

6.5 Mortars are traditionally limed based. The use of lime mortar is a requirement in some situations, most commonly on listed buildings. It is also suitable for other traditional structures. Where a more modern mix is permissible, the inclusion of lime, white cement and local sand (including some larger aggregate sizes), is often found to be successful for new rubble stonework. The aim is for a mortar that dries to a colour to blend with the stone. The effect should generally be unified stonework rather than obvious stones against mortar. Usually joints are brushed back to give a rougher texture, finished flush or marginally recessed from the faces of the stones. All new developments must provide a 1m² sample panel for SaTs approval before commencement.

6.6 Other walling materials

The use of lime washes and renders is particularly characteristic of southern parts of the Cotswolds, such as Cirencester and Tetbury. Sometimes rubble stonework is traditionally given several coats of lime wash, in colours ranging from whiter tones to stronger ochres. Lime washes protect stonework and give buildings a distinctive soft appearance, usually continued across architectural elements such as stone mullion window surrounds and hood moulds.

6.7 Many Cotswold vernacular buildings were rendered historically, and in some cases the stonework seen today was never intended to be exposed. Traditionally most renders are a roughcast type, with a thrown pea-shingle coat, and a lime wash finish. This gives a soft, interesting and locally distinctive appearance. Some buildings, usually those with classical design influences, and typically in town centres, are finished in smooth render. In all cases use a lime not cement, based mix.

6.8 Other traditional building materials also make an important contribution to local character. Some red brick is seen, more commonly from the nineteenth century onwards, and more often in town contexts and for outhouses across much of the Cotswolds.

6.9 Stone Slates

Cotswold stone slates are constructed from limestone, split along its natural bed and dressed to various slate sizes. It is then laid to courses diminishing in size from the eaves up to the ridge. A steep roof pitch is required. Ridge tiles are traditionally sawn stone, and valleys formed by slates swept to the curve. This widespread roof covering is one of the most distinctive characteristics of Cotswold vernacular architecture. All natural stone slate roof repairs or replacements inside the Conservation areas must match the existing.

6.10 Artificial Cotswold stone slates are available, and have improved in quality. They are still, however, not the authentic, traditional material. They have a subtly different appearance and they do not fully imitate the visual qualities and variations of the natural material, and do not weather and develop a patina with age in quite the same way. On listed buildings and in some other sensitive historic settings they may not be permissible. They are appropriate for use on many unlisted buildings and housing developments within SatS subject to approval of sample sections of roof.

6.11 Other roofing materials

From the nineteenth century onwards there is more use of blue-grey Welsh slate, for re-roofing, and often for lean-tos and outhouses, town houses and agricultural buildings. Roof pitches are generally shallower. In most contexts, the stone slate (or artificial stone slate) should remain the dominant material in new vernacular developments, and some natural blue slate can also be used.

6.12 Windows and Doors

A high quality of materials is expected generally within new development. Slender metal frames may be appropriate within stone dressings or within contemporary designs, but windows are generally required to be traditional timber side-hung casements or sliding sashes.

6.13 The framing of casements should be balanced between opening and non-opening lights. Modern storm-proof detailing is not allowed inside the Conservation Areas and is generally discouraged. Generally flush casements window construction should be used, with attention paid to achieving slender glazing bars. Detailing should include plain chamfered external beading, to replicate traditional putty lines or actual putty glazing.

Double glazing in “historic” systems, such as “Slimlite” is generally acceptable subject to approval inside Conservation Areas.

6.14 Timber doors would also usually be provided. Wider planks are often appropriate for boarded doors. Panelled doors should be of a period style appropriate to the building.

6.15 1:5 details will be required for all joinery within the Conservation Areas but photographs of examples will be sufficient for all other areas.

6.16 Finishes

The choice of finishes can make a vast difference to the character and appearance of buildings, such as window and door paint colours. The use of stained timber should generally be avoided as it is not a traditional finish and does not complement Cotswold stone. Colours should normally be selected from a fairly traditional palette, starting with the CDC standard colours. **Approval of the colour within the Conservation Areas will be required.**

6.17 The nature and colour of other external woodwork should generally harmonise with the colour of the walling materials. Lintels, posts and weatherboarding are commonly oak. The most sympathetic finish to these features is often completely untreated. The wood then weathers and silvers with time to successfully complement the stone, and assist in blending both vernacular and contemporary developments into their setting.

7. Boundary Treatments and Surfacing

7.1 The use of traditional materials also extends to the landscaping surrounding buildings.

7.2 Dry stone walling is of course indigenous to the area and seen widely. Correctly laid walls require a skilled craftsman. They are traditionally topped with stones set on edge (combers), but are sometimes are given a simple curved concrete capping.

7.3 There are also examples of red brick walls and other boundary treatments including railings. Painted railings, vertical and set into low walls, are seen in town or village centre contexts, with horizontal parkland style railings often used in more rural settings. Mixed native species hedging can be used as part of successful landscaping schemes, sometimes planted alongside post-and-rail fencing within agricultural surroundings. Wattle fencing can also be used for screening in many contexts, again sometimes whilst planting is established.

7.4 **Modern incongruous forms of boundary treatment are forbidden, especially in prominent locations. These include close-boarded and other forms of modern timber fencing, concrete block walls or certain types of hedging such as Leylandii cultivars.**

7.5 Within traditional street scenes and to front gardens lower forms of traditional boundary treatments should be maintained, so as not to obscure the frontage of buildings and result in uncharacteristic high enclosures to the road edge. Privacy should be established using planting.

7.6 Paving is traditionally limestone flags. Stone cobbles, blue engineering bricks and other traditional setts are commonly seen. Crushed limestone or bound gravel can also be sympathetic surface finishes.

7.7 High levels of craftsmanship will be required to use both modern and traditional materials appropriately and to ensure high quality developments are delivered. It is often the detail and sensitivity of the work that makes all the difference in achieving a successful outcome. Skilled craftsmen are also often able to repair historic features, avoiding the need for more extensive replacement of fabric.

8. Sustainable Design

8.1 There is now a greater awareness of the need to ensure that developments are sustainable in their design and construction. The potential impacts of climate change can be addressed through the incorporation of better insulation and renewable energy technologies and the use of local and recycled building materials.

8.2 This can be achieved both within new developments and in alterations to existing buildings. Many aspects of sustainable design need to be considered at the onset of site planning to ensure that they can be achieved, for example the use of building orientation to maximise passive solar gain or to provide sustainable urban drainage systems (SuDS).

8.3 Other issues are controlled via the Building Regulation system, but property owners and developers are encouraged to exceed the requirements of those Regulations. Detailed guidance on sustainable design is not provided within this Statement as there is sufficient guidance provided elsewhere, for example in the national Planning Guidance (PPG) and from Historic England. **Visible solar panels, solar thermal tubes and similar technologies will not be allowed inside the Conservation Areas although specialist double glazing will be allowed. All such proposals must be formally applied for to the relevant Stow-on-the-Wold Town Council or the Swells Parish Council.**

9. Inclusive Design

9.1 An “inclusive” design approach will help a range of users within the community, including older people, those with physical impairments and medical conditions, and families. There are marked demographic changes in Stow, particularly with increasing numbers of older people.

9.2 **No further restrictive developments or care homes for elderly people will be allowed. Stow already has a higher percentage of such developments than any other town in England of comparable size.**

9.3 New dwellings can be designed to ensure that occupiers can remain in their own homes as long as possible, without the need for costly additional interventions, perhaps by following Lifetime Homes principles.

10. Public and Visible Private Realm

Public Realm

- 10.1** The design of the public realm, including private open spaces where adjacent to public open spaces and highways is also crucial. Getting out and about is of vital importance if older people are to remain healthy and active members of the community and generally the quality of the public realm massively contributes to the attractiveness of SatS. The following are to be considered.
- a. Open spaces, including streets and parks should be designed with adequate seating, gently sloping access routes, measures to reduce fear of crime, and an attractive appearance, so that people are encouraged to use them.
 - b. Open spaces, including pavements, should be well maintained to avoid trip hazards and other obstacles to safe use.
 - c. Pedestrian crossings should be designed taking into account sensory impairments, and giving people with limited mobility adequate time to cross the road.
 - d. Community spaces should be incorporated into developments to improve social connections.
 - e. Community spaces and facilities should have adequate WC provision.
 - f. Public buildings should be designed with excellent inclusive access.

11. Effective Green Infrastructure and High Landscape Quality

- 11.1** High quality, well-integrated and carefully designed green infrastructure (GI) and landscape provision is crucial to the long term success of developments, ensuring that the maximum multi-functional benefits are achieved for those that live in, work and visit new developments and their surrounding areas. The spaces in between new buildings, and the connections between a new development and the existing townscape or landscape, are equally important as the design of the structures themselves. The detail of the GI and the landscape provided on a development site will be related to various factors including the nature of the site itself, and the type, size and impact of the development. Key principles to achieving well designed GI and high quality landscape include the following:

a) National and local standards & best practice

The amount, type and design of GI should be informed by the appropriate national and local standards, guidance and best practice, including the Accessible Natural Greenspace Standard from Natural England and the national allotment provision recommendations from the National Society of Allotment and Leisure Gardeners.

b) Local character

The design of newly created elements of GI and landscape should be inspired by and enhance the character of the existing GI, landscape, biodiversity and built environment of the site and the wider area.

c) Existing landscape features

GI design and distribution should be informed by existing landscape, ecological and historic features. For example stone walls, hedgerows, trees and ponds should be retained and successfully integrated into the GI network.

d) Heritage assets

A new development site may include or fall within the setting of historic buildings and structures, and archaeological sites. The GI network should be designed, used and managed in such a way as to protect and enhance the heritage assets and their settings, including key views and buffer areas.

- e) Interface with existing properties**
The interface between a new development and any existing adjacent properties should be designed to respect the amenity of existing residents and to ensure that the existing and new developments are well integrated. **No specific distances or angles of vision are prescribed.**
- f) On-site GI network**
This should function as a network of interconnected green (and blue/aquatic) spaces, which fulfil various functions including: formal sport; recreation; pedestrian and cyclist routes; accessible natural green space; structural landscaping; SuDs; and wildlife habitat. Most of the elements of the GI should be multi-functional.
- g) Distribution of GI across the site**
The GI network should be designed to ensure that all residents, employees and visitors have convenient access to green spaces. This should be achieved through dispersal of meaningful and usable areas across the site. Elements of the GI should be of sufficient size to be functional and easily managed. The GI and landscape provision should be located so that it makes best use and enhances important local views.
- h) GI and landscape provision on individual plots**
The landscape design of individual plots and the areas immediately surrounding them (eg roadside verges) should be of high quality and should reflect the landscape, ecological and built character of the area. Private spaces such as gardens should be of an appropriate size for the dwelling provided, and should be designed to ensure privacy and adequate daylight. Private spaces should be clearly recognisable as such, through the use of suitable boundary treatments.
- i) Inter-relationship with off-site GI**
The on-site GI should be designed to ensure that it links physically with off-site GI features to maximise opportunities for ecological connections; footpath cycle links; continuity of landscape features etc.
- j) Off-site GI enhancements**
Where possible enhancements of off-site GI assets should be achieved, for example increasing public access to nearby land and better management of wildlife sites in the locality.
- k) Sustainable surface water drainage solutions**
The principle approach to the SuDs infrastructure should be to ensure that as much of it as possible is provided on the surface, mimicking the natural drainage of the site and using the swillies in Stow. This will reduce the burden on the existing sewerage system. The SuDs infrastructure should not only serve a drainage role, but also contribute to the visual amenity and the wider environmental performance of the development and its management should be fully integrated with the management of other aspects of GI.
- l) Green features on buildings**
Green features (living roofs and walls, bird and bat boxes etc) should be incorporated into new and existing buildings where appropriate outside of Conservation Areas.
- m) Biodiversity enhancements**
Opportunities should be taken within all areas of GI (and the built environment) to enhance biodiversity through species choice, creation of new habitats, land management etc. There should be linkages with existing biodiversity assets and networks, and increasing access to nature for people.

- n) **Species choice**
Within planting schemes, species choice should be guided by appropriateness to the local areas (with an emphasis on native species); suitability for its function (eg winter screening); value for wildlife; and resilience to climate change.
- o) **Street trees**
Wherever possible street trees should be planted to improve amenity and environmental performance. Street trees can also be used to help to define the character of different areas of development.
- p) **Road junctions**
The landscape design of new or significantly altered road junctions, particularly at visually prominent locations, should be of high quality, reflect the landscape character of the area, help to give a sense of place, and ensure greater legibility. **Road design has to be demonstrated to be safe at a defined speed but does not have to follow Gloucestershire County Council design exemplars.**
- q) **Pedestrians and cycle routes**
The walking and cycling network, which will form part of the GI, should encourage "active travel", in line with the highway user hierarchy principle. On-site routes should link to off-site non-vehicle routes, particularly those that lead to key destinations such as shops and schools. These routes should be designed so that they are also available to the existing residents and businesses in the locality and should be implemented early in the delivery of any major development.
- r) **Healthy lifestyles**
GI should be designed to encourage healthy lifestyles for all, including: encouraging walking and cycling; provision of formal and informal sport facilities; providing volunteering opportunities; and food production.
- s) **Provision for all sectors of the community**
The amount, distribution and type of GI across a site (and any off-site GI enhancements) should be based on an assessment of the needs of the new residents and other users of the site. Consideration should also be given to helping to meet any shortfall in existing provision.
- t) **Accessibility**
The majority of the GI should be accessible, both physically and socially, to all sectors of the community, providing attractive, safe, welcoming and engaging spaces for local people. It should meet the needs of all sections of the community, including "hard to reach" groups and those who may require specific provision (for example seating to assist those with limited mobility).
- u) **Timing of "construction of GI"**
Where appropriate, elements of the GI network should be "constructed" in advance of built development. Where this is not appropriate, the timing of their "construction" should be tied to the relevant phase of the built development.
- v) **Long-term management**
The management and monitoring of GI should usually be controlled by a management plan. The plan should clearly set out who will be responsible for the management of the GI and landscape provision. Management plans should be implemented in full and regularly reviewed. Where appropriate the local community should be involved in the management of GI.

12. Master Planning and Objectives

12.1 Stow, “The Square”.

The long term aim is to make The Square more pedestrian friendly and to change the lighting scheme. Community Infrastructure Levy payments will be required from all future housing developments in Stow to help pay for this. This will be a standard charge of £5,000 per dwelling unit except for property developed by the Stow-on-the-Wold Community Land Trust and other “affordable housing” developments.

12.2 Community Land Trust (CLT).

As a result of growing public concern expressed by Stow residents at Neighbourhood Plan consultative meetings on the lack of affordable housing for local people, the Stow-on-the-Wold Community Land Trust (Stow CLT) has been set up with the backing of Stow Town Council. Housing Needs Surveys in 2012 and 2015 both identified a need for a minimum of 27 affordable homes in a 31% response poll.

The community in Stow faces very high house prices that prevent local people entering the local housing market. In seeking to retain a local community, Stow CLT will facilitate the development of truly affordable housing for current and future local people, based on actual earnings in the area. It is therefore the preference of Stow Town Council that a Community Land Trust or equal is the organisation through which all new affordable housing will be developed.

12.3 Density of new developments.

No specific density figures are given.

12.4 Parking.

All new developments in the plan area must have “on site” parking as defined hereafter in Appendix 1. Where this is not possible payment at a rate of £20,000 per parking space is to be paid to STC or SPC for town wide parking improvements. The need to pay does NOT apply to a CLT or other “affordable housing” developments.

12.5 Allotment numbers.

These are to be maintained at current levels.

12.6 Bin stores.

All new developments must have concealed “on site” bin storage. Where this is not possible in a conversion or similar scheme then a Community Infrastructure Levy payment of £1,000 for each development unit will be paid to STC for communal facilities.

12.7 Community Infrastructure Levy, Stow-on-the-Wold Community Land Trust and affordable housing.

Each development for open market housing whether created from new or generated from the conversion of existing buildings will be required to make an agreed contribution in the form of land, housing units and/or money to Stow Town Council or Stow-on-the-Wold Community Land Trust. The amount is negotiable but will never be zero.

12.8 Major Schemes.

Larger and/or contentious proposals will be required to erect an accurate scaffold framework showing the volume of the proposals and/or produce a 3D computer or physical model to demonstrate the scheme’s impact on its environs.

12.9 Article 4 Direction.

All Permitted Development Rights in Conservation Areas are to be removed.

13. Detailed Design

Key Design Considerations for Specific Development Proposals

13.1 Extensions to existing buildings

Extensions to existing buildings should be in scale and character with the original building, and in-keeping with its setting, whether traditional or contemporary in design as demonstrated in this list

- a) Extensions should respect the scaling, proportions, materials and character of the building.
- b) They should not diminish the quality or integrity of that building, and should not detract from its surroundings.
- c) Excessive bulk should be avoided. Extensions should not dominate the original building, either individually or cumulatively.
- d) They should generally be subservient in height, area and overall mass to the original building, leaving the form and evolution of the building apparent.
- e) The location and massing of an extension, its roof form and the treatment of its elevations should respect the building. Usually, a similar solid to void ratio will be followed, with the location, spacing and size of openings in-keeping with the existing architecture.
- f) Simplicity of design is important. Extensions should appear as a natural part of the evolution of the building and should look "right".
- g) It may often be necessary to adopt a design approach in-keeping with the original building, especially when dealing with listed buildings or prominent locations but in some cases adopting a contemporary approach may be equally acceptable.
- h) Whether vernacular or contemporary, materials should be used that make reference to the existing building, and to the local distinctiveness and architectural traditions of the area. New materials need not be identical to the existing, but should harmonise with them.
- i) To vernacular buildings, integral garages should be avoided.
- j) Conservatories are to be located on private rear elevations, not seen within the street scene.
- k) When dealing with vernacular dwellings or those in sensitive historic settings a solid roof treatment to garden rooms is usually most appropriate.
- l) Dormers should be in-keeping with the building to which they are added in their placement, scale and design.
- m) Porches should be sympathetic in style. They may sometimes be deemed harmful where they are proposed on very simple, flat-fronted buildings or where they obscure features of interest, particularly on listed buildings. But stone gabled structures can sometimes be permissible, and often lighter-weight traditional canopies can more successfully overlay an historic building.
- n) The gaps between buildings may be an important part of the street scene, in which case the rhythm and relief the spaces provide should be preserved.
- o) Extensions should respect the privacy and amenity of neighbours, giving due consideration to issues of daylight or overbearing effect.
- p) There should be sufficient space within the curtilage for at least the existing parking provision and for amenity purposes and to ensure that there is not over-development.

13.2 Garages and other outbuildings

Garages and outbuildings should be carefully sited, scaled and designed so as not to detract from the character of the main building or its setting. Key requirements are:

- a) All new outbuildings should relate to the scale and character of the main building, and the plot in which it sits. For example, a large garage may look out-of-keeping within the context of a modest cottage, where traditionally only smaller outhouses might be expected.
- b) New outbuildings should not be excessive in number. A larger number of outbuildings, seen in relationship to the main building, might result in visual clutter and might detract from the surroundings.
- c) In some sensitive contexts, such as the setting of some listed buildings or within certain parts of a conservation area, garages may not be permissible, where for example they detract from the contribution a traditional property and its garden makes to the area, or where breaching the front boundary and introducing vehicular access to the garden is considered harmful.
- d) Integral garages should not be formed within traditional buildings and should not be designed into new vernacular style houses. In such cases, garages should be detached.
- e) Garages and other outbuildings should generally not be positioned forward of the street-facing or principal elevation(s) of the building. They should be pushed back to the rear of the building, so as not to compete with or detract from it.
- f) Where adopting a vernacular design approach, single garages are often more appropriate, as their smaller mass and narrower gables are more in-keeping with traditional outbuildings. Garage door openings should be placed within the gable end of the building, with the ridge running the length of the roof.
- g) Where double or larger garages are permissible, these are better orientated with their doors under the eaves and with their wider gables concealed from view. Two car width doors are not permissible. Roof lines should generally be kept low and incorporating accommodation above the garage, with associated openings and external stairs, may not always be permissible.
- h) Traditional outbuildings in the Cotswolds are generally of stone construction, occasionally with posts and boarding infilling below open eaves. Local stone is therefore often most appropriate and traditional for the construction of new outbuildings and garages.
- i) Large new timber buildings are not so characteristic of the Cotswolds. Of course smaller timber sheds and summerhouses are widely permissible. Traditional design, sensitive scaling and siting, and a subdued timber finish are important for such structures to blend in with their garden setting.
- j) Bracing to the posts of car ports and other open fronted outbuildings should be avoided.
- k) In sensitive locations garage doors should be side hung, vertically boarded and given a suitable (usually painted) finish. In new housing schemes the style and finish of the garage doors should at least imitate this traditional appearance.
- l) There should be adequate space for manoeuvring of vehicles, but overly wide visibility splays and sweeping drives should generally be avoided. For more modest properties, entrances should maintain a more low-key appearance. Tracking diagrams showing vehicle manoeuvring will be required.
- m) Large stone piers, finials and ornate gates are forbidden, unless the access is for a high status building. High solid boarded gates should also be avoided where this is uncharacteristic or blocks important views. Often timber field gates or other traditional, low, open gates, set simply within low stone walls are most appropriate.
- n) Only minimal openings should be created in front boundaries. Traditional enclosures, such as walls, railings and hedges, should be maintained and not removed to establish off-street parking.

13.3 New build houses in the Cotswold vernacular style

The design and materials used should reflect the key attributes of the traditional buildings of the area, whilst providing energy-efficient and liveable modern homes as in this list. This also applies to individual houses

- a) A mixture of house types, including a good representation of terraces and semi-detached, with only some detached. An organic layout achieving interesting street scenes, with attractive open spaces, suitably enclosed and given active frontages.
- b) Simple and traditional forms, with limited gable widths, plan depths often being achieved through rear gabled "additions". Steep roof pitches.
- c) Avoid over-fenestration and over-scaled window openings. Windows should be spaced and generally centrally placed within gables, with a hierarchy of opening sizes. Gable end walls should be left blank or with limited openings.
- d) Use of natural local limestone in Conservation Areas and in sensitive locations and high quality artificial stone elsewhere.
- e) Stone of an appropriate colour to the locality.
- f) Usually rubble stonework, laid to random but consistent courses with mortar of a good colour match to the stone, with rough texture, brushed back flush.
- g) Some use of high quality through-coloured render, or roughcast texture.
- h) Natural or artificial stone tiles to roofs, laid to diminishing courses, with some use of natural blue slate.
- i) Very limited bargeboards to verges; fascia boards to eaves and exposed rafter feet.
- j) The inclusion of chimneys, built up in traditional stone or brickwork, and flush to gable end walls.
- k) Dormers and porches of traditional design.
- l) Doors and windows recessed into the walls of the building.
- m) Appropriate colour stone facing lintels, to the depths of the reveals. Alternatively oak lintels, left untreated to silver. Stone or stone slates to sills.
- n) Flush timber casements within natural stone mullion window surrounds.
- o) Slender metal casements within natural stone mullions and window surrounds.
- p) Front garden areas traditionally enclosed by natural dry stone walls and some railings.
- q) Traditional stone (or occasionally brick) boundary walls separating rear gardens from streets.
- r) Sensitive boundary treatments to outer edges of housing developments will be required.

13.4 Large commercial, industrial and agricultural buildings

Such buildings should be sited, scaled and designed sensitively, using appropriate materials and finishes. The impact of associated features should also be minimised.

This list is the main check list but CGI images and/or scaffold demonstrations of volume will also be required. New commercial or industrial buildings are more often located in the context of larger settlements, or other similar development. Their design should respond to their specific surroundings.

- a) Large new buildings within town centres, such as office blocks and care homes should be sensitive to their historic context.
- b) Careful consideration should be given to scale and massing, responding to any surrounding historic grain and built forms.
- c) It is often difficult to reconcile larger buildings and the Cotswold vernacular style, as there are not traditional precedents at that scale, so a contemporary approach is often more suitable.

- d) Breaking the mass of a new building into modules, with varying roof lines and vertical articulation, is often valuable, especially within historic context.
- e) The highest quality of materials and detailing would be expected in sensitive settings.
- f) For large industrial or agricultural buildings in less sensitive settings some modern forms of cladding may be permissible, but sometimes traditional and higher quality materials are still appropriate, such as timber boarding.
- g) These buildings should be finished in dark or other appropriately subdued colours. This may include untreated timber or an equivalent stain.
- h) The scale and massing of buildings should respond to their landscape or townscape context. For example a low profile should be maintained and consideration should be given to breaking up the mass of a large new building (by varying in height, or using two small units rather than one).**
- i) Buildings should be carefully positioned to fit in with the landform, and not in locations where they will dominate the surroundings (for example on the skyline or in the middle of a flat plateau).
- j) New farm buildings should generally be integrated within the existing farmstead.
- k) The landscape, heritage and other sensitivities of the site should be fully assessed, including for example the impact on longer views within the AONB.
- l) Extensive tree and hedge planting can help to assimilate the buildings into their surroundings but care should be taken to avoid the planting itself changing the character of an area, or the screening being necessary to conceal what may be an inappropriate development.
- m) Artificial bunds to hide new developments are also rarely successful, as they are out-of-character with natural landforms.
- n) Security features such as lighting, cameras and fencing should be carefully designed to minimise their impact.
- o) The impact of associated features, such as fuel tanks and outside storage areas, should be minimised by screening etc.
- p) New access roads can damage features such as trees and hedges, and existing tracks should be used wherever possible.
- q) New surface treatments should be in character with the surrounding area.
- r) Traditional boundary treatments should be used such as dry stone walls, and post-and-rail fencing with hedging.
- s) High sheet metal gates or other solid gates are likely to detract. Low barred gates, particularly timber, are more in keeping with a traditional rural character.

13.5 Barn conversions

In designing a barn conversion the aim should be to preserve the traditional agricultural appearance of the building and the contribution it makes to the surrounding landscape. **The general requirement is for barns to be used for agricultural or storage purposes. Full justification for converting a barn into residential will be required in all cases.**

- a) Barn conversions should be designed sympathetically. A scheme should work around the building, rather than the building being subjected to unnecessary changes. Often a creative approach is required.
- b) Barns and other historic agricultural structures should be conserved, and converted where appropriate in their existing or original form, maintaining their traditional construction.
- c) Extensions should be limited and should not change the overall massing and form of the historic buildings.
- d) The building should be capable of conversion without extension or any significant degree of re-building.
- e) New openings in exterior walls should be avoided, preserving the often blank character of the walls of many barns and other traditional agricultural structures.

- f) Use should be made of existing openings. New glazing should be recessed within these, and should be a simple, functional design, avoiding domestic styles.
- g) Screens within large threshing barn openings should be deeply recessed. Screens within open fronted animal shelter or cart shed structure should be set back to the rear of, and generally detached from, the columns or posts.
- h) Sometimes new narrow ventilation slit type openings or new small square pigeon-hole type openings may be permissible.
- i) New openings in the style of single doorways or pitching doors (typically in gable end walls) are occasionally permissible.
- j) Roof slopes are typically unbroken expanses of stone slates or blue slate. Sometimes the absolute minimum of modestly scaled conservation style rooflights is permissible.
- k) Dormers should be avoided altogether, as well as other features typical of domestic buildings, such as chimneys, conservatories and porches but painted steel flues can be acceptable.
- l) In minimising new external openings, and maximising natural light to rooms from existing openings, it is usually most appropriate to maintain an open plan to much of the interior of a barn. Smaller rooms might be housed in existing attached structures, use might be made of mezzanine floors and "pods" inside the main volume can be very effective.
- m) Retaining large spaces to listed barn interiors is an important requirement, so that their full historic volume and scale is appreciated from within the building.
- n) Historic features should be preserved as far as possible within all barn conversions, and is of course a particular requirement for listed buildings. Such features can include roof timbers, floor structures, stairs or ladders, partitions, historic surfaces, and other fixtures, such as animal stalls and feeders, and even farm machinery.
- o) Upgrading of a barn interior to achieve habitable spaces should be sympathetic, especially within listed buildings. For example, in inserting ceilings, principal roof timbers should be left exposed. Wall linings should be reversible, should allow the masonry to breathe, and should not conceal features of interest. New floors might overlay old surfaces of interest, preserving them beneath, if it is not possible to leave them exposed.
- p) Services and installations on or around the building (such as lighting schemes, alarm boxes and other security devices, post boxes, and aerials or satellite dishes) should be minimised and sympathetically sited, designed and finished. Potential night time light pollution should be considered.
- q) New outbuildings, such as garages and sheds, should be avoided, as these new structures detract from the simplicity and original form of a barn or farm complex, and generally have a more domestic appearance.
- r) Boundary treatments should be traditional and appropriate to the rural setting, such as hedging or low dry stone walls.
- s) New tracks, accesses and gateways should be designed to minimise the impact on the agricultural character of the surroundings.
- t) The landscaping around the building should aim to avoid obvious domestication. The extent of the residential curtilage should be limited, to minimise the impact of garden uses, and associated planting and paraphernalia. It should be particularly tightly drawn where a close relationship survives between a barn and its open field setting, and in these cases should generally be contained within enclosed courtyard areas.
- u) Landscape schemes should be soft and low-key, and inspired by the rural surroundings. For example hard surfaces and subdivisions should be avoided, and planting should generally be native species.

- v) Barns and other traditional agricultural structures may provide wildlife habitats for a range of important species and any impacts should be fully resolved with adequate biodiversity mitigation and enhancements put in place.

13.6 Shop fronts

The design of new shop fronts or the careful alteration of existing shop fronts is important in maintaining the historic character and vibrancy of town and village centres.

- a) Historic shop fronts should be preserved, including any features of significance, such as blind boxes and historic signage.
- b) Where alterations of historic or traditional shop fronts is proposed, this should be sympathetic to the building and the wider area.
- c) New or replacement shop fronts should maintain the divisions between historic plots and buildings. Shop fronts for wider retail units should maintain the appearance of smaller traditional shop fronts.
- d) New or replacement shop fronts should respond to the character and architectural style of the remainder of the building.
- e) **New or replacement shop fronts should be well proportioned and detailed, for example with solid low stall risers, appropriate glazing divisions and suitably scaled fascia boards.**
- f) Materials and finishes should be appropriate to the building and the area. In most town and village contexts painted timbers shop fronts and fascia boards are required.
- g) Security measures should be sympathetic, for example toughened glass or internal shutters **and are to be approved by STC or SPC**. External roller blinds are not allowed.
- h) **Specialist double glazing units may be allowed.**

13.7 Signage

Sympathetic signage is vital in preserving the amenity and historic character of buildings and areas. **Rigorous control of signage and street advertising ("A" boards etc) will be exercised by STC on both public and visible private land.**

- a) Signage should be appropriate to the shop front, building and wider area.
- b) Signage should not be visually dominant or incongruous. It should also not clutter the surroundings.
- c) New signs should be limited in number and scale, so as not to detract from the quality of a building or area.
- d) Fascia boards are often integral to shop fronts and should be appropriately proportioned. Where applied to other building frontages they should be modestly scaled and carefully placed to avoid close proximity to architectural features.
- e) In some cases, most often on listed buildings, new fascia boards may be harmful to the character of the building, especially where historic town houses are occupied by business premises. In which case, alternative forms of signage may have to be explored. Sometimes a hanging sign may still be permissible, or small plaque type signs.
- f) In most contexts painted timber fascias are most appropriate, either with traditional painted lettering or sympathetic applied letters. A simple frame to the edge of an applied timber fascia boards is usually appropriate. Occasionally a simple square-edge matt finish aluminium sign may be permissible.
- g) Similarly, in sensitive historic settings, hanging signs should be framed painted timber, hung on simple or traditional metal brackets.

- h) Very bright and garish colours should be avoided, especially where these appear incongruous and detract from the historic character of a building or area.
- i) **Lighting of signage is forbidden inside the Conservation Areas. Limited and subtly installed external illumination is sometimes permissible, usually for business premises with evening opening hours, but in the most sensitive contexts this may also be considered harmful. Internal illumination of signs is unacceptable.**
- j) The amount of information on new signage should be limited as far as possible, usually to just the business name, in order to avoid visual clutter. The inclusion of telephone numbers, websites and unnecessary information about the business should be avoided. Often subtle small signs set behind, or applied to windows, can provide additional details.

STOW ON THE WOLD & THE SWELLS DESIGN STATEMENT - APPENDIX 1

STOW PARKING STANDARDS

Stow-on-the-Wold has a very serious parking problem which is getting steadily worse through the dual failures of the current planning system and the lack of enforcement and control of those spaces which do exist. The protests of the town to the relevant authorities are ignored so this section is a core part of the Neighbourhood Plan and it will be rigorously applied throughout the Plan area.

The table below is a minimum provision in all cases. Where a type of development is not specifically mentioned then the proponent should discuss the proposal with Stow Town Council and the Swells Planning Committees whereupon a number of spaces will be agreed.

These standards apply to both within and without the Conservation Areas. Garages do not count except in large houses, subject to negotiation (4 bedrooms and over)

Parking Table

1. 1 bedroom flat	1 space, but for multiple units 1.5 per unit
2. 1 bedroom house	1 space, but for multiple units 1.5 per unit
3. 2 & 3 bedroom houses	2 spaces
4. 4 & greater number of bedroom houses	Minimum 4 spaces
5. Commercial	1 car space per 50m ² gross internal area and space for a large van in front of the loading access in light industrial units.
6. Offices	1 car space per 25m ² of gross internal area
7. Hotel & guesthouses	1 car space per bedroom and ½ a space per member of staff.
8. Care and other residential homes or complexes.	Individually assessed to ensure continuous available parking capacity for staff (including an element for handover periods), deliveries, occupants and visitors. In assessing this requirement the fundamental principle is that no parking associated with the home / complex shall be allowed to overflow outside of the curtilage or need parking provision in the public domain.
9. Visitor parking	Minimum 1 per 2 units of 2 bedroom and greater houses.

In all cases there must be room for safe manoeuvring onto and within the site but the exacting provisions of Highway Authorities Guidance can be re-interpreted (subject to supplying professional proof) to respect the more dense development of the existing urban and village fabric.

Access onto roads controlled by Gloucestershire Highways will have to be agreed with that authority in conjunction with discussions with the Stow Town Council or The Swells Parish Council. Generally this document should be read with the current Gloucestershire Manual for Gloucestershire Streets and where this document is silent the Gloucestershire Manual will apply.