



Elmbridge Local Plan

Proposed Submission Development Management Plan

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Executive Summary

The Development Management Plan contains the day-to-day policies against which planning applications and enforcement action will be assessed. These policies will ensure that development contributes to the wider, strategic aims of the Core Strategy, providing further detail where necessary in order to deliver the long-term spatial vision for Elmbridge. They will also replace many of the 'saved' policies in the Replacement Elmbridge Borough Local Plan 2000.

The Plan supports the 'management' approach to sustainable development, using land efficiently, looking for solutions, promoting early engagement and involving the community. This will allow the Council to manage and plan for development, infrastructure and growth, alongside the Settlement Investment and Development Plans as part of the Elmbridge Local Plan.

Purpose

Elmbridge Borough Council adopted its Core Strategy in July 2011. This sets the overarching strategy for the Borough which adopts a local approach to the promotion of sustainable growth, through directing the right sort of development to the right places, whilst protecting the environment and providing community infrastructure.

Whilst the Government promotes the production of a Local Plan, a single document that deals with all matters relating to the management and planning of development, local authorities do have the option to develop their Local Plan through a series of separate related documents. Given that the Council's Core Strategy is up to date, compatible with the Government's National Planning Policy Framework, and has its own locally assessed housing requirement, continuing to develop the Local Plan portfolio is the most sensible way forward. This has the benefits of putting in place the mechanisms for effective delivery of the Council's strategy, working closely with the local community in order to reflect their needs and aspirations as far as possible, and also providing clarity and certainty for those who wish to develop within the Borough.

The delivery of our strategy will only be successful if we engage with all those who are affected by new development, infrastructure and services, and all those who provide it. The Council is committed to taking a strong leadership role, co-ordinating skills resources and knowledge, and will adopt a proactive approach to the planning and management of development in order that we deliver what we have set out to deliver in the Core Strategy.

The Core Strategy sets out a commitment to produce further documents as part of the Local Plan, which include Settlement Investment and Development Plans and the Development Management Plan.

The **Development Management Plan (DMP)** contains the day-to-day policies against which planning applications and enforcement action will be assessed. They will focus on positive outcomes rather than negatively worded policies with strict criteria that attempt to 'control' development. The DMP will take the development management approach to the next level: front-loading the process by combining positive guidance and support to applicants on who to engage with and how their proposal will be assessed.

The planning application process has been moving towards a more positive, proactive approach to shaping, considering, determining and delivering development proposals. This approach is known as 'development management'. It is led by the Local Planning Authority, working in collaboration with developers, stakeholders and the community to seek solutions to the delivery of high quality sustainable development and achieve the objectives set out in the Core Strategy. The approach encourages early engagement, pre-application discussion and resolving issues at the beginning of the process.



Local workshops were held during August and September 2012. The aim was to raise awareness of the work being carried out by the Council and the benefits of adopting a plan-led, development management approach. They enabled us to discuss local concerns regarding growth and new development as well as identifying important sites for protection, potential sites for development and priorities for infrastructure.

Over 150 people attended the workshops. These have helped to increase understanding by the local community about the benefits of adopting a proactive approach to the consideration of development, and their comments helped to shape the preparation of the Development Management Plan.

‘Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that local plans, as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of an area.’

National Planning Policy Framework

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1 Introduction

The Elmbridge Local Plan

1.1 The Elmbridge Core Strategy was adopted in July 2011. This sets the overarching strategy for the Borough. It adopts a local approach to the promotion of sustainable growth, through the direction of the right sort of development to the right places, whilst protecting the environment and providing community infrastructure.

1.2 In considering the soundness of this planning strategy for the Borough, the independent planning inspector wrote:

‘In terms of housing, employment and other development, the plan provides for growth, reflecting the Government’s agenda, and generally it strikes the right balance between needs and demands’.

‘In its approach to the Green Belt the plan is also consistent with the Government’s planning for growth agenda. This makes clear that wherever possible the answer to proposals should be yes, while ensuring the key sustainable development principles set out in national policy would not be compromised.’

1.3 Since the adoption of the Core Strategy, the Government published the National Planning Policy Framework. This is referred to throughout the document as ‘the Framework’, as used by the Government in planning appeals and to avoid over-use of acronyms. Following a detailed assessment, the Council considers that its Core Strategy is compatible with the Framework¹. However, the Core Strategy forms only part of the Elmbridge Local Plan and a commitment has been made to prepare further documents for completeness. The diagram overleaf illustrates the family of documents that make up the Council’s Local Plan and how they relate to each other.

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¹[Framework Compatibility Self-Assessment Checklist available at www.elmbridge.gov.uk/planning/policy]

Progress so far

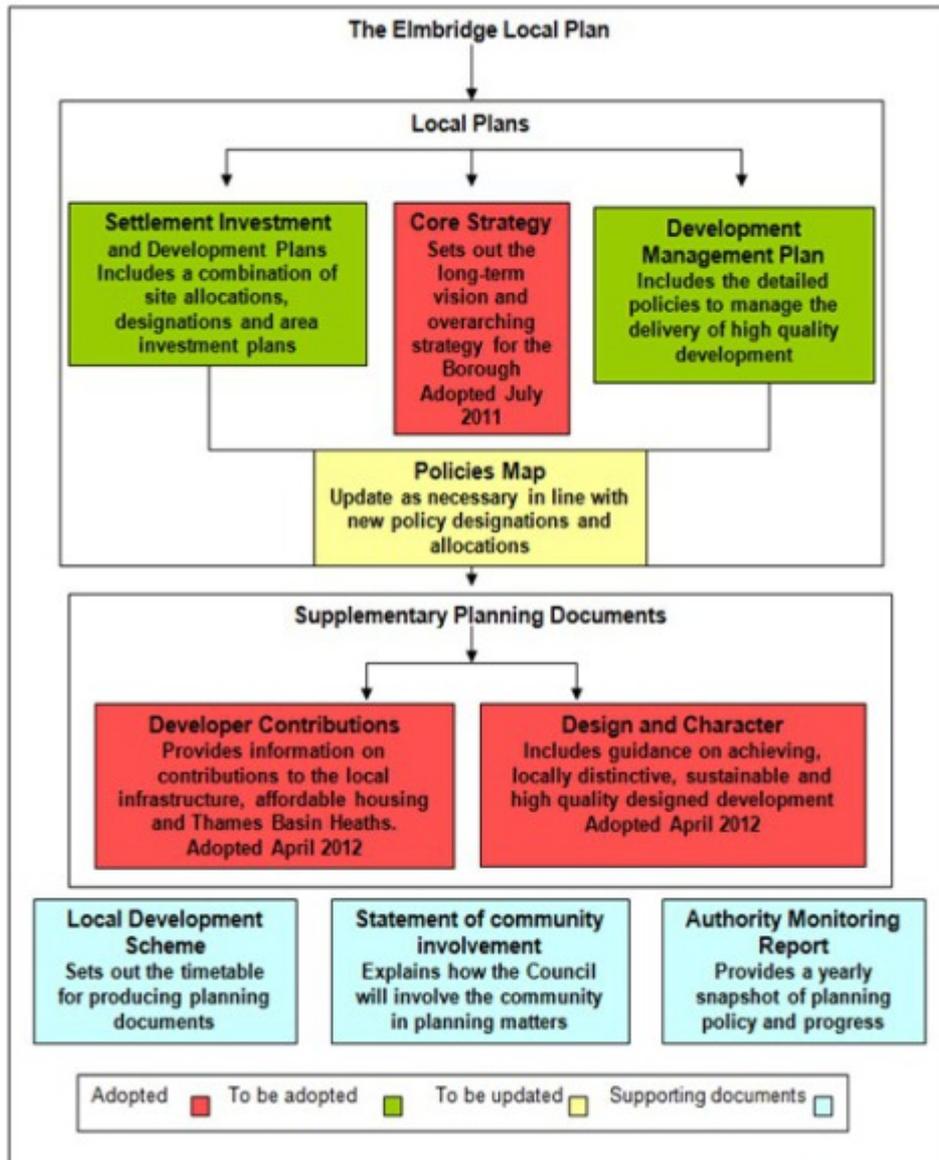
1.4 In response to local concerns about the impact of new development on local character and infrastructure, the Council prioritised the production of two documents which were adopted in April 2013:

- Design and Character Supplementary Planning Document
- Developer Contributions Supplementary Planning Document.

1.5 In addition, a Community Infrastructure Charging Schedule, which was adopted at the beginning of 2013, will provide a comprehensive package of the contributions expected to be made by developers dependant on the nature of their proposal. The aim is to provide clarity about expectations prior to buying land, and ensure that new development contributes to the creation of an environment where growth is not stifled through lack of infrastructure and investment.

1.6 The Council is now producing the remaining documents which will complete its Local Plan. Alongside the Development Management Plan, this will include the Settlement ID (Investment and Development) Plans.

Elmbridge Local Plan diagram



The role of the Development Management Plan

1.7 Taking into account their relationship to national policy and other Local Plan documents, Development Management policies address current and new issues, particularly since the publication of the Framework. They are positive in style to encourage the management of sustainable development and not to 'control' proposals.

1.8 The Development Management Plan also provides specific policies for assessing the detail of development on sites that are delivered having been 'allocated' through the Settlement Investment and Development Plans. When considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the Framework. It will always work proactively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the area.

1.9 New development will be assessed against a number of local and national policies, including those contained in the Framework, depending on the planning issues raised by the proposal. These may be contained within the Core Strategy or elsewhere in the Development Management Plan. Where key links to other policies have been identified, cross-references have been included in the text. However, these are not exhaustive and it will always be advisable to read the full document to ensure that all relevant policies are addressed, particularly the Universal Policies that will be applicable to many types of development irrespective of its location. Applicants will need to submit information to support the application and should therefore consult the list of national and local validation requirements. There may also be other requirements, such as Environmental Impact Assessments, that are not directly referenced within the policies and will be dependent on the scale and sensitivity of the proposal.

Structure of the plan

1.10 The document begins with an overarching policy on the **Presumption in Favour of Sustainable Development**, setting out the approach Council will adopt in the consideration of proposals. This policy was adopted as an interim statement following publication of the National Planning Policy Framework and will form the cornerstone of the Development Management Plan policies and their approach.

1.11 The policies that follow are divided into three sections that cover Universal Policies, Making Places and Open Spaces. There will be overlap between these broad areas and cross-referencing between policies but they help to set out a structure to the document that will improve its usability.

Universal Policies

1.12 These policies cover a number of areas that are not specific to certain types of development or affected by particular designations. They are intended to address a variety of issues that will require assessment on most applications, such as design and amenity, parking and access, and landscape and trees, plus other considerations including the pollution effects of a development.

Making Places

1.13 These policies cover the built environment, focusing on development that supports housing, social and community infrastructure and employment uses, as well as proposals for advertisements and telecommunications equipment.

Open Spaces

1.14 These policies cover development affecting the natural environment, including the Green Belt, open land, nature conservation and rivers.

Monitoring

1.15 The Core Strategy sets the overarching strategy for the Borough and the Development Management Plan is key to ensuring the delivery of the strategy by providing the detail to manage decision-making on a daily basis. Monitoring of the policies within the Development Management Plan is essential to ensure the objectives of the Core Strategy are delivered in order to achieve the Council's Vision². As with the Core Strategy, the Development Management policies will be monitored through the Council's annual Authority's Monitoring Report (AMR).

1.16 The Development Management Plan will contribute to and support the Core Strategy's role in setting out a plan for the future development of the Borough. The Council's Objectives as set out in the Core Strategy cover all aspects of sustainability, working in partnership to address environmental, social and economic issues across the Borough. The following table indicates the individual Objectives that the policies in the Development Management Plan will support:

	Core Strategy Objective	DM Policy
1	To retain the high quality of life experienced by most Borough residents and share the benefits across all sections of the community, within and overall context of stabilising and ultimately reducing the Borough's ecological footprint.	DM1
2	To protect the unique character of the Borough, and to enhance the high quality of the built, historic and natural environment.	DM2 DM12 DM17 DM18 DM20
3	To deliver high quality buildings and neighbourhoods that enhance character, improve people's sense of safety and security and promote healthier lifestyles.	DM2 DM7 DM14 DM19
4	To reduce people's reliance on driving, by directing new development to sustainable locations, promoting attractive and convenient alternatives to using the private car and, in so doing, reducing congestion and pollution caused by traffic.	DM3 DM4 DM7 DM11
5	To promote sustainable lifestyles, and limit the use of natural resources, reducing the need to travel and maximising the use of renewable energy.	DM2 DM3 DM4 DM7 DM11

2.[See Core Strategy]

6	To continue to protect the Green Belt, in order to prevent the coalescence of the Borough's towns and villages and retain the distinctiveness of our local communities.	DM17 DM18
7	To take part in a co-ordinated approach to the management of the Borough's waterways in a way that protects and enhances their distinct role and character and their biodiversity value, improves water quality, and that minimises their potential to flood.	DM2 DM5 DM13 DM21 DM22
8	To enhance the distinctiveness and diversity of the landscapes within the Green Belt, and to promote improvements to our network of strategic and local open land and green corridors, balancing the desire to increase access to the open countryside with the need to protect and enhance biodiversity interests.	DM6 DM17 DM18 DM20 DM21
9	To provide sufficient housing to meet the local target of 3,375 additional units in the most sustainable locations in the urban area.	DM3 DM4 DM10
10	To address inequalities, promote better integration and increase opportunities for people who live in the less affluent areas of the Borough.	DM9 DM10
11	To supply homes and land that address local housing needs in terms of mix, size, design and tenure.	DM10
12	To adopt a viable approach to contribute to increasing the supply of affordable housing as a key priority.	DM10
13	To meet the needs of an increasingly ageing population through a variety of measures, including lifetime homes, specialist accommodation and care and support services that respond to their needs.	DM9 DM10
14	To provide for the identified pitch requirements of Gypsies, Travellers and Travelling Showpeople in sustainable locations supported by good quality facilities.	-
15	To maintain a thriving economy by providing an adequate supply of land and buildings, in the right places, to support a diverse range of business and commercial activity.	DM11 DM14 DM16
16	To continue to support the Borough's variety of tourist attractions whilst protecting the amenities of those who live close by and provide an adequate supply of visitor accommodation in appropriate and sustainable locations.	DM2 DM13 DM14 DM22
17	To support and develop the distinctive roles of our town and village centres, in order that they provide a strong focus for commercial and community development	DM3 DM9 DM11 DM14 DM15

18	To respond to the social and physical infrastructure needs arising from new development in a way that delivers sustainable growth.	DM8 DM9 DM16 DM17
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1.17 As the Development Management Plan policies support the Core Strategy Objectives, they will be monitored using the same indicators within the Objective Led Performance Framework. Where necessary the Council will create new indicators and delete obsolete ones to meet changing circumstances, for example to address changes to national policy. Under the provisions of the Localism Act 2011, changes to monitoring requirements have given local planning authorities more scope to decide what is included within their monitoring information. As well as monitoring the outcome of policies individually, the AMR will also assess the effects of policies holistically to assess whether or not they are proving effective at delivering sustainable development. Where any negative effects are identified, remedial action will be suggested.

2 Policies

Overarching approach

DM1 - Presumption in favour of sustainable development

- a. When considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will always work proactively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the area.
- b. Planning applications that accord with the policies in this Local Plan will be approved without delay, unless material considerations indicate otherwise.
- c. Where there are no policies relevant to the application or relevant policies are out of date at the time of making the decision then the Council will grant permission unless material considerations indicate otherwise – taking into account whether:
 - i. Any adverse impacts of granting permission would significantly and demonstrably outweigh the benefits, when assessed against the policies in the National Planning Policy Framework taken as a whole; or
 - ii. Specific policies in the Framework indicate that development should be restricted.

2.1 Policies within the Local Plan combine to deliver a positive approach in favour of sustainable development. This policy sets out this clear presumption and how it will be applied when considering development proposals against other Development Management policies on specific issues and those in the Local Plan as a whole. It emphasises the importance of working with applicants, neighbours and other interested parties to find solutions in order to deliver high quality, sustainable development in Elmbridge.

Core Strategy links	Objectives CS1 - Spatial Strategy
Framework paragraphs	14, 15
Other documents or guidance	n/a

Universal Policies

DM2 - Design and amenity

All new development should achieve high quality design, which demonstrates environmental awareness and contributes to climate change mitigation and adaptation. The Council will permit development proposals that demonstrate that they have taken full account of the following:

- a. All development proposals must be based on an understanding of local character including any specific local designations³ and take account of the natural, built and historic environment. Development proposals will be expected to take account of the relevant character assessment companion guide in the Design and Character SPD.
- b. Proposals should preserve or enhance the character of the area, taking account of design guidance detailed in the Design and Character SPD, with particular regard to the following attributes:
 - Appearance
 - Scale
 - Mass
 - Height
 - Levels and topography
 - Prevailing pattern of built development
 - Separation distances to plot boundaries
 - Character of the host building, in the case of extensions⁴
- c. Proposals should take account of landform, layout, building orientation, massing and landscape to minimise energy consumption incorporating sustainable design and construction requirements as set out in the sustainability section of Chapter 5 of the Design and Character SPD.
- d. Development proposals should create safe and secure environments and reduce opportunities for crime.
- e. To protect the amenity of adjoining and potential occupiers and users, development proposals should be designed to offer an appropriate outlook and provide adequate daylight, sunlight and privacy. This is particularly

3.[These include Special Low Density Residential Areas, Thames Policy Area, the Green Belt, open space and heritage assets.]

4.[Residential extensions should also take account of advice contained within the Home Extensions Companion Guide to the Design & Character SPD]

important when considering proposals for windows, external staircases, balconies, raised terraces and roof gardens.

2.2 One of the key objectives of the Core Strategy is to protect the unique character of the Borough, and to enhance the high quality of the built, historic and natural environment. This Development Management policy seeks to ensure all new development represents high quality design whether it is a small-scale householder extension or a larger mixed-use scheme. The adopted spatial strategy featured in the Core Strategy directs new development to the urban area with continual protection of the Green Belt. This results in pressure on the Borough's urban settlements to accommodate new development. With limited land available to build, infilling, conversions and redevelopments must be designed to a high standard in order to protect the character of settlements local people value so highly.

2.3 This policy must be used in conjunction with the Design and Character SPD as it provides the guidance needed to achieve the policy. For example the main documents explains the design process, advising on how to assess character, appraise a site, develop a design concept and design a final scheme for submission. There is a chapter dedicated to sustainability which tackles how applicants can best meet sustainability objectives within their development. Understanding and following the design process featured in the SPD is a fundamental aspect in the delivery of high quality development and will be essential to meeting the policy.

2.4 Understanding character is crucial to the success of a development. The policy requires that applicants take account of character assessment companion guide (part of the Design and Character SPD) as this will ensure the development is in keeping with and enhances the unique character of the Borough. This provides the applicant with the knowledge of the local characteristics featured in every sub area across the 8 urban settlements of Elmbridge. Reference to the Borough's special low density residential areas are featured in the relevant sub area analysis, which provides the specific design guidance for these local areas.

2.5 Levels of crime are relatively low in Elmbridge, however fear of crime is disproportionately high compared with the actual level of crime. This policy will help to ensure development is designed to prevent crime thus making places safer, which will help to reduce the fear of crime people experience in the Borough.

2.6 This policy covers amenity issues, which should be integral to the design of any development proposal, including changes of use. Specific guidance relating to layout, privacy and amenity is covered in the Design and Character SPD, however this policy will ensure that people's amenity is not damaged by poorly designed development. Policy relating to development of land located to the rear of existing residential properties can be found at DM10 Housing (d).

2.7 Working at every scale of development, this policy applies to householder proposals including extensions and alterations. However, for more detailed design guidance applicants should use the Home Extensions companion guide, which gives greater detail on achieving high quality home improvements.

2.8 This policy is intended to provide the basis for assessing design and amenity in a universal manner. Development proposals will be expected to take account of other relevant policies that address specific issues including access and parking (with particular reference to policy DM7), flooding, landscape and trees.

Core Strategy links	CS17 - Local Character, Density and Design
Framework paragraphs	56 – 68
Other documents or guidance	Design & Character SPD including Companion Guides for the Character of Elmbridge, all 8 settlements and Home Extensions.

DM3 - Mixed Uses

- a. The Council will encourage a diversity of uses in town and district centres and will resist large, single use buildings unless mixed use development has first been explored and discounted for viability and feasibility reasons.
- b. Mixed use development should be appropriate to the character of the area and ensure that the proposed uses are compatible with one another and existing uses nearby.
- c. The proposed development site should maximise opportunities for sustainable travel, make use of the range of services and facilities in the area and promote opportunities for contact between different members of the community.
- d. New development should achieve high quality design that creates a pleasant yet functional place for people to live and work. It should offer an appropriate standard of accommodation for the types of use proposed, including providing adequate outlook, privacy, ventilation and prevention of nuisance from commercial to residential uses.
- e. Access to the building should be clearly defined, secure and integral to the design of the proposal. Where provision is made on site for deliveries and servicing, the scheme should include sufficient space to avoid conflict between vehicles and pedestrians and create a safe environment.

2.9 Mixed use development, often incorporating residential flats, can be an efficient way of using land, especially in town and district centres. This helps the Borough to achieve the aims of the Core Strategy by maximising development opportunities in the urban area, promoting sustainable locations and continuing to preserve the Green Belt. The Framework also recognises that residential development can play an important role in ensuring the vitality of centres and encourages local planning authorities to set out policies that encourage residential development on appropriate sites.

2.10 This policy provides additional detail to support Core Strategy policy CS18 - Town Centre Uses, which includes the promotion of higher density mixed use schemes in town and district centres. It is acknowledged that some uses within the same site or building may be less compatible than others and therefore careful consideration needs to be given to the design, location and access arrangements of mixed use developments so that negative effects, particularly on future residents, can be avoided. However, it also recognises that mixed use development is commonplace in town and

district centres and that the diversity of uses and the character and vitality of the area can be eroded by large, single use buildings.

2.11 The Elmbridge Design & Character SPD contains specific guidance on achieving high quality, high density mixed use schemes in town centres within the Case Studies.

Core Strategy links	CS1 - Spatial Strategy CS2 - Housing Provision, Location and Distribution CS3-11 - Settlement Policies CS16 - Social and Community Infrastructure CS17 - Local Character, Density and Design CS18 - Town Centre Uses CS23 - Employment Land Provision
Framework paragraphs	17 (9th bullet), 23 (9 th bullet), 69 (1 st bullet)
Other documents or guidance	Design & Character SPD

DM4 - Comprehensive development

- a. Comprehensive development that achieves a co-ordinated approach with adjoining sites will be encouraged, especially when it may result in additional benefits to the Borough such as, for example, improved access arrangements, a wider mix of housing, integration of key external natural and biodiversity links through the development site or provision of on-site playspace.
- b. Developers and landowners of adjoining sites will be encouraged to work together with each other and key partners to deliver comprehensive development.
- c. To avoid piecemeal development, proposals for a site adjacent to another site with development potential should demonstrate that all reasonable attempts to develop the sites comprehensively have been exhausted. Development proposals that fetter the potential for developing an adjoining site will not be supported.
- d. In assessing proposals for separate sites in the same and/or public control or ownership that involve sharing and/or transferring uses between the sites, the Council will give careful consideration to balancing the benefits of such development to the Borough as a whole with the aims of sustainability and achieving mixed communities whilst making efficient use of land.

2.12 Piecemeal development can be hard to plan for and ensure that adequate infrastructure is in place to meet the needs of existing and future occupiers. A more advantageous scheme may be able to be delivered if sites come forward in a co-ordinated manner. This may involve ensuring an appropriate access that can serve a larger scheme, the ability to provide a greater mix of housing types and tenures on site, by providing on-site playspace that otherwise would not have been required due to the size of the site or linking external natural and biodiversity features through the development site that would support wider green infrastructure and enhance existing natural assets. Similarly, this policy also aims to prevent proposals that unduly prejudice the development of an adjoining site in future, for example by limiting amenity and outlook.

2.13 There are other documents and evidence bases, such as the Settlement ID Plans and the Strategic Housing and Employment Land Availability Assessment, that are publicly available and identify sites that have been put forward for redevelopment. It may be useful for developers and landowners to consult these documents and liaise

with Planning Services in order to ascertain whether any developments are proposed on neighbouring sites that would benefit from being considered together.

2.14 In a similar way to adjoining sites within different ownership, sites that are not geographically contiguous but are within the same ownership warrant careful consideration and a more strategic approach to their assessment. An applicant may wish to develop a site for a particular purpose but ‘decant’ a use that is beneficial to the Borough onto an alternative site within their ownership or control, such as on-site affordable housing or a social/community facility. In such cases, the Council will be mindful of any additional advantages this approach could bring, over and above those inherent to the independent development of these sites, but also any negative impacts to local communities caused by displacing important uses.

Core Strategy links	CS1 - Spatial Strategy CS2 - Housing Provision, Location and Distribution CS16 - Social and Community Infrastructure
Framework paragraphs	17 (8th, 9th and 11th bullets)
Other documents or guidance	Settlement ID Plans, SHELAA

DM5 - Pollution

a. Noise, odour and light

All development that may result in noise or odour emissions or light pollution will be expected to incorporate appropriate attenuation measures to mitigate the effect on existing and future residents. New development located near to existing noise, odour or light generating uses will be expected to demonstrate that the proposal is compatible and will not result in unacceptable living standards, for example through the mitigation measures, the design of the building and its orientation and layout⁵.

b. Floodlighting

Floodlighting of sports grounds and historic/architectural features will be permitted provided there is no unacceptable harm to biodiversity, intrinsically dark landscapes, such as the Green Belt, or the local character and amenity of the area, taking into account the benefits to and/or impact on:

- i. The use and viability of the facility,
- ii. Nature conservation and wildlife,
- iii. Residential amenities and the wider community, and
- iv. Highway safety.

Support will be given to the replacement of existing lighting to minimise its impact and improve energy efficiency. Applicants should consider incorporating mitigation measures to prevent light spillage beyond the focus of the lighting and should limit hours of use to reasonable times.

c. Air quality

Within designated Air Quality Management Areas⁶, the Council will promote measures to improve air quality and will expect development proposals to avoid introducing additional sources of air pollution. For proposals falling within an Air Quality Management Area and/or where the Council considers that air quality objectives are likely to be prejudiced, applicants will be expected to submit a detailed specialist report which sets out the impact that the proposed development would have upon air quality. Planning permission will not be granted for proposals where there is significant adverse impact upon the status of the Air Quality Management Area or where air quality may have a harmful

5.[See also DM14 - Evening Economy]

6.[The current list of AQMAs can be found at www.elmbridge.gov.uk/envhealth]

effect on the health of future occupiers of the development, taking into account their sensitivity to pollutants, unless the harm can be suitably mitigated.

d. Water quality

Development proposals should be designed and/or located to prevent or limit the input of pollutants into water bodies and the groundwater. Sustainable Drainage Systems (SuDS) should be incorporated wherever practical to reduce the discharge of surface water to the sewer network.

e. Land contamination

Development affecting contaminated land will be permitted provided that the site is remediated to ensure it is suitable for the proposed use, taking into account the sensitivity of future occupants/users to pollutants, and that remedial decontamination measures are sufficient to prevent harm to living conditions, biodiversity or the buildings themselves. All works, including investigation of the nature of any contamination, should be undertaken without escape of contaminants that could cause risk to health or the environment.

To minimise the impact of development and potential sources of pollution, the Council will seek appropriate conditions attached to planning permissions to secure mitigation measures.

2.15 One of the Council's key planning objectives is to focus development in the most sustainable locations, using land efficiently and protecting the Green Belt. However, development in urban locations may have an impact upon or be affected by existing sources of pollution, such as noise, odour, contaminated land and poor air quality. The Sustainability Appraisal, which is carried out for all new policies, promotes sustainable development through better integration of social, environmental and economic considerations into the preparation of planning documents. Baseline information is supplied, which identifies sustainability issues and problems that will inform the policies with the effect of addressing areas of concern.

2.16 The information shows that there are a number of indicators that are not performing well or that are below the target and it is essential that policies are developed that can have a positive benefit on sustainability by ensuring new development does not worsen current trends or improves upon them. For example, some of the Air Quality Management Areas in the Borough are higher than the national annual objective for nitrogen dioxide emissions and are therefore flagged as areas of concern.

2.17 This policy aims to ensure that development in the Borough is sustainable by taking account of sources of pollution that affect the local environment and seeks improvements, such as the remediation of contaminated land, and mitigation measures where necessary. The inclusion of proactive environmental improvements and habitat enhancement and/or creation as part of a development proposal would also serve to improve current diffuse pollution risks to the Borough's waterways and biodiversity generally so DM21 - Nature conservation and biodiversity will also be relevant.

Core Strategy links	CS15 - Biodiversity CS25 - Travel and Accessibility
Framework paragraphs	109, 110, 120, 121, 122, 123, 124, 125
Other documents or guidance	Information available from the Environmental Health & Licensing Team at www.elmbridge.gov.uk/envhealth EU Water Framework Directive

DM6 - Landscape and trees

Development proposals should be designed to include an integral scheme of landscape, tree retention, protection and/or planting that:

- a. Reflects, conserves or enhances the existing landscape and integrates the development into its surroundings, adding scale, visual interest and amenity,
- b. Contributes to biodiversity by conserving existing wildlife habitats, creating new habitats and providing links to the green infrastructure network,
- c. Encourages adaptation to climate change, for instance by incorporating Sustainable Drainage Systems (SuDS), providing areas for flood mitigation, green roofs, green walls, tree planting for shade, shelter and cooling and a balance of hard and soft elements,
- d. Does not result in loss of, or damage to, trees that are, or are capable of, making a significant contribution to the character or amenity of the area, unless in exceptional circumstances the benefits would outweigh the loss,
- e. Adequately protects existing trees including their root systems prior to, during and after the construction process,
- f. Would not result in the loss or deterioration of irreplaceable habitats including ancient woodland and ancient or veteran trees, unless in exceptional circumstances the benefits would outweigh the loss, and
- g. Includes proposals for the successful implementation, maintenance and management of landscape and tree planting schemes.

To ensure high quality landscape schemes and depending on the scale, nature and location of the development, the Council will seek appropriate conditions attached to planning permissions to secure various improvements. These may include tree retention and protection, the submission and implementation of a landscape or tree-planting scheme, surface materials, screen walls, fences and planting.

Tree Preservation Orders (TPOs)

In considering consent for works to trees protected by TPO, the Council will:

- i. Assess the amenity value of the tree or woodland and the likely impact of the proposal on the amenity of the area, and

- ii. In the light of this assessment consider whether or not the proposal is justified, having regard to the reasons put forward in support of it.

Trees in conservation areas

In considering works to trees protected by virtue of their location within a conservation area the Council will assess the amenity value of the tree or woodland and the likely impact of the proposal on the amenity of the area. The Council will then either:

- i. Make a TPO if justified in the interests of amenity. The proposal would then have to be the subject of a formal application under the TPO, or
- ii. Decide not to make a TPO and allow the six week period to expire, at which point the proposed work may go ahead as long as it is carried out within two years from the date of the notice.

2.18 Elmbridge has a variety of landscapes, which contribute to its local character and distinctiveness and is highly valued by local residents. These form part of the essential green infrastructure, such as open spaces, woodland, farmland, gardens and blue infrastructure such as rivers, lakes and reservoirs. Much of this falls within the Green Belt and has other designations such as habitats and historic landscapes of local, national and international importance. A number of these are covered by other Local Plan policies on open space and views, Green Belt, nature conservation, rivers and heritage.

2.19 Although described as relatively urban, Elmbridge's towns, villages and residential areas contain a wealth of green landscapes including tree-lined roads, verges, greens, parks, playing fields and private gardens. These have important environmental and biodiversity value as well as playing an essential role in the landscape character of the area⁷.

2.20 This policy seeks to ensure that developers consider the local landscape at the outset of the development design process and make sure this is reflected in their landscape proposals. It should be read in conjunction with DM2, which covers Design and Amenity. Depending on the scale, nature and location of the development a thorough survey, appraisal and analysis of the site and its surroundings will usually be essential. Consideration should be given to the retention of existing trees, hedgerows and other features, new planting, boundary treatments and the hard and soft elements. The presence of trees within or adjacent to the development site will require supporting arboricultural information prepared by a person who has, through relevant education,

7.[See the Design & Character SPD Companion Guide: The Character of Elmbridge.]

training and experience, gained expertise in the field of trees in relation to construction. This information will provide the basis for evaluation. Planting schemes should use native species and/or those native to the area and not rely on the use of fast growing coniferous or evergreen hedges for screening purposes.

2.21 There are a number of useful documents including the landscape design section in the Design and Character SPD and the Thames Landscape Strategy, plus it is the Council’s intention to produce a future Tree and Landscape Strategy. These together with other specialist information will be used by the Council to assess landscape and tree planting schemes.

2.22 Trees make an important contribution to the character and appearance of the Borough. Trees which are healthy and are of high amenity value can be protected by the making of a Tree Preservation Order (TPO) under the Town and Country Planning Act 1990. Tree Preservation Orders can help to protect trees from inappropriate treatment and prevent their removal, as permission must first be sought from the council to carry out most types of tree surgery. Appropriate protection of TPO trees and those identified for retention will be expected in line with good practice during construction of a development.

Core Strategy links	CS1 - Spatial Strategy CS12 - The River Thames Corridor and its Tributaries CS14 - Green Infrastructure CS15 - Biodiversity CS17 - Local Character, Density and Design
Framework paragraphs	58, 61, 114, 118, 156, 170, 206
Other documents or guidance	Design and Character SPD ‘Landscape Design’ Thames Landscape Strategy

DM7 - Access and parking

a. Access

- i. The layout and siting of accesses should be acceptable in terms of amenity, capacity, safety, pollution, noise and visual impact.
- ii. Access to and from the highway should be safe and convenient for pedestrians, cyclists and motorists.
- iii. Provisions for loading, unloading and the turning of service vehicles are expected to be designed into the scheme ensuring highway and pedestrian safety.
- iv. The proposal should minimise the impact of vehicle and traffic nuisance, particularly in residential areas and other sensitive areas.

b. Parking

- i. The proposed parking provision should be appropriate to the development and not result in an increase in on-street parking stress that would be detrimental to the amenities of local residents. In such instances, a minimum provision of one space per residential unit will be required⁸
- ii. Garaging, cycle stores and car parking designs should be integrated into the scheme and respect the character of the area.
- iii. Hardstanding should be designed and constructed with permeable (or porous) surfacing. Impermeable paving should be limited and the use of soft landscape maximised.
- iv. Provision of car, cycle and disabled parking should accord with the Elmbridge Parking Standards at Appendix 1.

c. Public car parks

- i. Public off street parking will continue to be provided where it supports the economic or recreational use of the immediate area and provides dual use allowing parking for residents and shoppers/employees, particularly in town centres.
- ii. New park and ride proposals will be assessed against their impact on highway capacity, traffic congestion, amenity of local residents and

8.[An individual assessment will be made on the minimum level of parking to be provided for non-residential development in areas of on-street parking stress.]

- land within sensitive designations⁹, together with the potential benefits to the provision of sustainable transport links.
- iii. The Council will encourage the improvement and retention of station car parking unless the existing provision exceeds the need or the redevelopment would re-provide sufficient lost spaces.
 - iv. The cumulative impact of changes to station car park provision will be considered in terms of the possible knock on effect with regard to the impact on number and length of car journeys, increased demand on another train station or impact on traffic safety, congestion or residential amenity in surrounding streets.

2.23 One of the objectives of the Core Strategy is to reduce people's reliance on driving, by directing new development to sustainable locations, promoting attractive and convenient alternatives, including public transport, and in doing so reducing congestion and pollution caused by traffic. Policy CS25 - Travel and Accessibility sets out the overarching policy for sustainable travel and accessibility for the Borough and deals with issues such as submitting transport assessments, improving transport infrastructure and the environmental impact of transport.

2.24 It is recognised that car ownership in Elmbridge is high. The 2011 census shows that 88% of the Borough's households have access to a private car or van, while 46% own two or more private vehicles. The accessibility of the A3 and M25 to many of the region's strategic locations makes driving a key transport mode in the Borough. In addition to the high level of car use, public transport is limited in some settlement areas, although there are a number of regularly used bus services that operate in the settlements to the north of the Borough such as Claygate, Molesey and the Dittons. As many of the Borough's residents commute to London, train stations are well used but often located away from the town or district centres, resulting in people driving to the stations.

2.25 The high trip rate of the Borough's residents to work, train stations and local services result in congestion on the roads and emissions that adversely affect air quality. The Core Strategy aims to minimise the effect of trips by encouraging new development in accessible locations, encouraging use of sustainable transport modes and applying maximum parking standards, including consideration of zero parking for certain town centre developments. However, in many instances zero parking will not be acceptable and this is often the case in areas where on-street parking stress is a particular problem and there is no suitable alternative provision. In such cases, the Council will require one parking space per residential unit for new developments in order to ensure that the existing pressure to park on nearby roads is not exacerbated. The level of parking that should be provided on non-residential developments in areas

9.[Designations may include Green Belt, open space, sites of biodiversity importance, conservation areas and flood zones. Policies covering these designations will also need to be satisfied.]

of parking stress will be individually assessed, taking into account the availability of other parking and travel options for shoppers, workers and visitors in that location. The onus will be on the applicant to demonstrate why zero parking is appropriate in a given location. This Development Management policy supports the aims of the Core Strategy by providing detailed parking standards that are also based on maximums and ensuring that proposals affecting public car parks are carefully considered in terms of the wider impact on the Borough.

2.26 Accessibility is an important factor to a development proposal and this policy ensures that various environmental and highway safety issues have been addressed. In order to improve air quality and mitigate pollution from vehicles, the council will expect a development proposals to comply with criteria a) and c) in policy DM5 - Pollution. It is important to note that the design and layout of access should be designed at the outset of the proposal, as this will determine the layout of the rest of the development. The site must be accessible to a range of users including those with disabilities and people using pushchairs.

2.27 The design of parking areas, turning points and garaging is key to the success of the development and can have a positive impact on the area if designed well. The use of soft landscape and permeable surfacing can have positive environmental implications preventing flooding and drainage issues from occurring. All of these elements will be assessed by the Council to ensure an environmentally sustainable development.

2.28 As well as considering these elements, the Council will also refer to the Design and Character SPD that provides guidance on parking and vehicular access within the Layout chapter. It covers landscape design, the storage of cars and bicycles and incorporates designing out crime. The case studies also provide possible solutions to incorporating safe access and accommodating parking within a development.

2.29 The policy states that development will be approved if it accords with the Elmbridge Parking Standards. These are outlined at Appendix 1 and are broadly in line with the 2004 parking standards. However the Framework advises that local planning authorities should take into account the accessibility of the development when setting local standards. As well as doing this, the standards have taken account of the Surrey Vehicular and Cycle Parking Guidance, which provides a guide on accommodating electric charging points and minimum cycle parking in order to promote more sustainable methods of transport across the Borough.

2.30 There are 28 Council owned car parks in the Borough, which are located close to the town and village centres and have 'Park Mark' safety awards. These allow people to access local shops and contribute to the local economy. There are also a number of Council owned car parks that are located close to sports clubs and or open spaces. A Parking Plan commissioned by the Council's Environmental Care Team provides an assessment of the use of all these car parks, many of which are in high demand. Only

in instances of significant under-use will alternative uses be considered in line with the Core Strategy and National policy.

2.31 Although the introduction of park and ride schemes could help provide local people and visitors accessibility to a number of key events and locations in and on the borders of the Borough, the location of these will have to be assessed carefully so not to cause traffic congestion, noise pollution or disturbance to residential area.

2.32 Many people living in Elmbridge commute to London using the train stations across the Borough. Located away from the majority of town and village centres and some residential areas, station car parks are essential to their daily journeys to and from work. This policy seeks to ensure that these car parks are retained where necessary and that the impact of any change in parking provision is assessed strategically across the Borough.

Core Strategy links	CS25 - Travel and Accessibility
Framework paragraphs	32 – 40
Other documents or guidance	Manual for Streets 2007 & 2010 Design and Character SPD

DM8 - Refuse, recycling and external plant

Appropriate waste and recycling facilities must be provided on all new developments, including changes of use. Proposals will be acceptable provided that:

- a. The location and design of bin storage, waste facilities and any proposed external plant, such as air conditioning units and extract flues, have been considered at the outset and are integral to the development,
- b. The design and siting of bin storage and external plant respect the visual amenities of the host building and the area, and
- c. Storage points for refuse and recycling are accessible for collection vehicles as well as regular users.

2.33 New development, whether residential or commercial, conversion or change of use, will produce waste from its users. In order to encourage recycling and reduce waste as one of the Core Strategy's Objectives (5), it is important that new development incorporates adequate waste facilities and storage points.

2.34 These facilities and storage points must be considered at the outset of a design proposal and not added on at the end of the design process. Establishing the number and dimensions of the bins required for the proposal is key to ensuring an integrated and successful bin storage solution. Poorly designed bin stores added as an 'afterthought' to the scheme often have a negative impact on the streetscene. The same applies to external plant, which includes air conditioning units, extract systems, flues and ducts, which usually require sensitive siting, especially on existing buildings.

2.35 The policy seeks to ensure bin storage and plant is sited and designed carefully in order to prevent any negative effects on amenity and the street scene. It is also vital that refuse and recycling facilities are easily accessible for regular users and collection vehicles.

2.36 The Council's Environmental Care Team has produced 'Guidance on the storage and collection of household waste' which provides detailed advice on the dimensions of wheelie bins, the design of storage areas and access requirements. Tailored designs will be required for flatted development and commercial development.

Core Strategy links	n/a
Framework paragraphs	n/a
Other documents or guidance	Design & Character SPD Guidance on the storage and collection of household waste (Environmental Care Team)

Making Places

DM9 - Social and community facilities

- a. New development for social and community facilities¹⁰ will be encouraged provided that:
 - i. It meets identified local need,
 - ii. The site is in a sustainable location that is safe and accessible to the local community,
 - iii. It will accord with the character and amenity of the area, particularly in residential areas,
 - iv. It achieves a high quality design that allows for flexible use and provides inclusive access for all, and
 - v. The level of parking provision and the effects on traffic movement and highway safety are acceptable¹¹.
- b. The Council will support mixed-use, shared, flexible and adaptable buildings and spaces that meet the needs of the community, subject to the above provisions, and will encourage collaboration between service providers, the community and key partners.

2.37 The Council recognises the important role that social and community infrastructure has in supporting the needs of people who live or work in the Borough and the additional pressure as the population grows and development takes place. The strategic approach to social and community infrastructure, including its loss, is set out in Policy CS16 of the Core Strategy.

2.38 Local communities are very protective of existing uses but are also open to considering more flexible approaches to providing facilities in existing or new buildings and spaces to make the most efficient use of sites in sustainable locations. This approach is supported in National policy, which promotes local authorities creating a shared vision with communities of the facilities they wish to see. Opportunities may arise in the future which can deliver improvements and enhancements to existing community buildings by managing assets in a more integrated manner.

10.[Social and community facilities include those listed in Core Strategy policy CS16 (schools, further and higher education facilities, health centres, GP surgeries, dentists, child care premises, care homes, libraries, community halls, day centres, children centres, indoor and outdoor recreation and sports facilities, theatres, cinemas and museums, and any other facility owned by a publicly funded body to provide front line services) and those additional facilities referred to in Paragraph 70 of the National Planning Policy Framework (local shops, meeting places, cultural buildings, public houses and places of worship)]

11.[Parking provision and access should accord with policy DM7 - Access and Parking]

2.39 Providing facilities in sustainable locations that are accessible to local communities reduces reliance on the private car and encourages healthier methods of travelling. Due to the cost of land in Elmbridge, new development may come forward in the form of extensions and changes of use to existing building that may be substandard or inappropriate in their current form rather than purpose-built structures. Therefore, the design of the building or space will be highly important, so as to integrate with the character of the area and existing infrastructure, whilst supporting dual or multiple uses. The Design & Character SPD offers guidance on all types of development and how it can respect the local character within each sub-area. The case studies on mixed-use development will also be useful in town and village centre locations and DM3 - Mixed Uses will also be relevant.

2.40 Communities will have more say in the creation of new facilities as part of the Settlement ID Plan allocations and by having input into how funds from the Community Infrastructure Levy are spent. In facilitating the development of social and community uses that are important to local people, the policy aims to promote inclusive and sustainable neighbourhoods and encourage the range of organisations that provide them to work together with each other, the Council and the community.

Core Strategy links	CS16 - Social and Community Infrastructure
Framework paragraphs	28, 69, 70, 71, 72, 73, 74
Other documents or guidance	Settlement ID Plans, Design & Character SPD

DM10 - Housing

a. **Housing mix**

Housing development on sites of 0.3 hectares or more should promote house types and sizes that make most efficient use of land and meet the most up to date measure of local housing need, whilst reflecting the character of the area.

b. **Loss of housing**

In accordance with CS2 of the Core Strategy, development that results in a net loss of housing units will be resisted unless it can be demonstrated that it would result in benefits that would outweigh the harm. Consideration will be given to the type and quality of accommodation that will be lost; the contribution it makes to the range of housing in the Borough including low cost housing that supports local businesses, for example Houses in Multiple Occupation and accommodation above shops; and the importance of the new use to the community.

c. **Living standards**

Proposals for new housing development or the conversion of larger dwellings into smaller units will be expected to offer an appropriate standard of living, internally and externally. Minimum space standards will be applied to all new housing development (including conversions) in line with the table below. Residential accommodation should offer residents an appropriate level of light, outlook (particularly when the accommodation is lit solely by rooflights) and amenity, including gardens or outdoor space, commensurate with the type and location of housing proposed.

d. **Development on garden land**

Housing development on garden land and/or to the rear or side of existing residential property will be appropriate provided that:

- i. The scheme as a whole has been well designed to respect the character of the area,
- ii. The relationship between buildings within and outside the site ensures that privacy and amenity of existing and future residents are preserved,
- iii. The means of access is appropriate in size and design to accommodate vehicles and pedestrians safely and to prevent harm to the amenities of adjoining residents, and

iv. A high standard of landscape is incorporated into the design.

e. Ancillary accommodation

Ancillary residential extensions, including ‘granny annexes’ and staff accommodation, should be subservient to the main dwelling and be capable of incorporation into the main house if no longer required. Freestanding units that can demonstrate they are genuinely ancillary to the occupation of the main house will be considered in light of the character and amenities of the area and may be subject to conditions restricting their occupancy. Separate, freestanding, independent accommodation will be treated in the same way as a proposal for a new dwelling.

Minimum Space Standards

	Dwelling type bedroom (b)/ persons- bedspaces (p)	Gross Internal Area (GIA)
Flats	1p	37
	1b2p	50
	2b3p	61
	2b4p	70
	3b4p	74
	3b5p	86
	3b6p	95
	4b5p	90
	4b6p	99
	2 Storey Houses	2b4p
3b4p		87
3b5p		96
4b5p		100
4b6p		107
3 Storey Houses	3b5p	102
	4b5p	106
	4b6p	113

2.41 Proposals for new housing should be in accordance with Policy CS19 - Housing Type and Size of the Core Strategy in order to ensure that a mix of housing is achieved across the Borough to meet identified need. It is acknowledged that achieving this mix may conflict with market forces in the Borough and that viability will also be a determining factor. As such, whilst CS19 applies to all new residential development, the above policy will have specific regard to sites over 0.3 hectares (i.e. those that will be expected to accommodate more than 10 units on the basis of a minimum density of 30 dwellings per hectare). This will enable greater scrutiny of larger schemes that may have capacity to achieve a broader mix than smaller sites, in order to address any imbalance in meeting local need.

2.42 Resisting the loss of residential units is a key factor in maintaining the Borough's housing supply, in order to deliver new homes within the urban area and prevent pressure on the Green Belt, in accordance with the Core Strategy. Given the cost of home ownership and rental in Elmbridge, certain types of accommodation such as flats above shops and Houses in Multiple Occupation (HMOs) have an important role in providing relatively low-cost housing for people who often work nearby or even in the same building, which can be regarded as a highly sustainable way of life. This can ease the pressure on 'formal' affordable housing provision and supports local shops, restaurants and businesses. Whilst the Council is not promoting the creation of additional HMOs, it will resist their loss. There are currently more than ten licensed HMOs in the Borough, which are occupied by more than six persons who form more than one household. Planning permission is not required for a change of use from a dwelling (Class C3 of the Use Classes Order¹²) to small scale houses in multiple occupation with three to six occupants (now Class C4), nor to change back again to Class C3¹³. This means that the Council does not have, nor seeks to have¹⁴ planning control over such development but through this policy the development of larger HMOs can be managed to ensure that residential accommodation is not lost through their change of use or replacement with fewer units, unless there are overriding factors that support the proposal. Alongside this, the Council's Housing Services Team will continue to seek to regulate HMOs through the licensing regime to ensure they are effectively managed and maintained.

2.43 The Core Strategy aims to promote housing schemes in the urban area in the most sustainable locations. This means making efficient use of land, increasing densities where local character allows and maximising opportunities in town centres. Without careful planning, this can have the result of reducing the quality of accommodation in designing viable, high density schemes. Residential schemes that do not achieve acceptable living standards are often symptomatic of overdevelopment, poor design, an inappropriate location for housing or a combination of these.

12.[The Town and Country Planning (Use Classes) (Amendment) (England) Order 2010]

13.[The Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2010]

14.[By using an Article 4 direction under the Town and Country (General Permitted Development) Order to remove permitted development rights]

2.44 In considering proposals for new development, the Council proposes applying minimum internal space standards¹⁵. This is a new provision in the Elmbridge Local Plan due to concerns that some developments have been proposed that are not large enough to offer the future occupant(s) a decent standard of living or to provide lifetime homes in accordance with Core Strategy policies CS17 - Local Character, Density and Design and CS20 - Older People to meet Objective 13¹⁶. Particularly when the housing market is buoyant, the Borough can experience pressure on even the smallest of sites for residential units, such as the conversion of storerooms behind or above retail premises or the subdivision of larger units to form smaller flats or bedsits. Although the creation of smaller units is often welcomed, there is also a responsibility to ensure that such housing is not excessively small to result in a poor standard of living for its occupants.

2.45 Similarly, the Council will also look at the quality of individual units to ensure that each has appropriate levels of amenity for future residents. Whilst the expectations for living in a town centre flat, for example, should reflect those of an urban environment with all the benefits it can bring, the standard should not fall below reasonable levels.

2.46 The Framework states that it is for Local Authorities to consider the case for setting out policies that resist inappropriate development of residential gardens¹⁷. In Elmbridge, 'backland' development has made a meaningful contribution to the supply of housing as an efficient use of land, particularly large and underused gardens, and in some locations has become established as characteristic of the area. As such, the Council is not seeking to resist all development of residential gardens. However, housing development of this type needs very careful consideration and benefits from early engagement with all interested partners to develop a scheme that is sensitive to the constraints such sites will have in order to preserve the character of the area and the amenities of neighbouring residents. Proposals in the Green Belt would also need to take account of DM17 and DM18 to establish at the outset whether the housing development is 'appropriate' in principle.

2.47 The Council is mindful that housing development needs to respond flexibly to the changing needs of families by accommodating additional relatives or staff. The policy on ancillary accommodation aims to meet such needs whilst recognising that separate buildings within the curtilage of larger dwellings can have a negative impact on the character of the area and may not have suitable amenity space or access arrangements to be used as an independent house. Conditions may therefore be appropriate in order to set the parameters for the occupation of the extension or buildings and to retain control where appropriate.

15.[Proposed space standards to be consistent with those used as Elmbridge's minimum floorspace requirements for affordable housing (see the Developer Contributions SPD) and by other local planning authorities, such as the standards contained in the London Plan 2011.]

16.[To meet the needs of an increasingly ageing population through a variety of measures, including lifetime homes, specialist accommodation and care and support services that respond to their needs]

17.[Paragraph 53 of the National Planning Policy Framework.]

Core Strategy links	CS1 - Spatial Strategy CS2 - Housing Provision, Location, and Distribution CS311- Settlement Policies CS17 - Local Character, Density and Design CS19 - Housing Type and Size CS20 - Older People CS21 - Affordable Housing CS25 - Travel and Accessibility CS27 - Sustainable Buildings
Framework paragraphs	47, 49, 50, 53, 54, 55
Other documents or guidance	Design and Character SPD Developer Contributions SPD

N.B. General design and amenity policy for residential development is contained in DM2 Design & Amenity

DM11 - Employment

- a. Encouragement will be given to employment development that has a positive impact on the local area and supports:
 - i. Sustainable economic growth,
 - ii. Existing business sectors, whether expanding or contracting,
 - iii. Knowledge driven, creative or high technology industries, and
 - iv. The vitality and viability of town, district and local centres.
- b. When considering the loss of non-strategic employment sites, the Council will take into account the wider benefits to the community, as well as the current and future demand for the existing use and the local need for the proposed use, based on an individual assessment. Applicants will be expected to demonstrate that the site has been marketed unsuccessfully for employment purposes for an appropriate period of time at a reasonable market rate¹⁸. The benefit to the community should be proportionate to the loss of the use and the contribution it would make to achieving Core Strategy objectives.
- c. Flexible working will be encouraged through the provision of purpose-built live/work units where they achieve a high standard of internal and external design and are compatible with the character of the surrounding area. Such units must ensure that an appropriate residential environment is provided and that each use does not compromise the other.
- d. Proposals for working from a dwelling, which require planning permission as a material change of use, will be supported provided that the use:
 - i. Remains linked to the residential use and does not operate as a separate commercial unit,
 - ii. Will not have a significant adverse effect on residential amenity, and
 - iii. Has an acceptable impact on the highway, taking account of whether the site can accommodate associated parking and vehicle movements without unreasonable disturbance to neighbouring dwellings.

In order to facilitate economic growth, conditions will be used where necessary to provide solutions to individual circumstances, such as to manage the size,

18.[A reasonable market rate will be dependent on the age, condition and location of the premises.]

times and frequency of deliveries, limit the approval to a temporary permission and/or grant a permission personal to the occupier of the dwelling and the operator of the business.

2.48 The Council is committed to delivering growth in the Borough and the Core Strategy is a key tool that plans positively to accommodate employment growth, promote efficient use of land in the urban area and support vibrant town, district and local centres, whilst taking account of their respective roles. This Development Management policy provides additional detail and criteria for managing and assessing development proposals in order to facilitate sustainable economic growth and to reinforce the national policy objectives in the Framework. A key element of this policy is to provide and support flexibility for employment uses and between these uses and others, in order to respond to changes in the market. However, it is important that any new use of an employment site is also in an appropriate and sustainable location, for example by ensuring that retail development, whilst serving an employment function as a provider of jobs, is focused in town centres. The Settlement ID Plans will explore opportunities for designating further primary and secondary shopping frontages, such as in local centres where their retail function in particular settlements may warrant greater protection.

2.49 Elmbridge experiences relatively low unemployment levels¹⁹, with many Elmbridge residents commuting out of the Borough to London or other areas for work. Significant numbers of people commute into the Borough to work because of the high cost of home ownership in Elmbridge. There is currently a relatively high vacancy rate within certain types of employment sites, such as offices²⁰, and there is evidence of changing markets for office buildings in terms of size and location. Demand for general industrial use buildings (B2) is also expected to decline. These changing markets warrant a flexible approach, which links to the review of Strategic Employment Land as part of the Settlement ID Plans. Policy CS23 - Employment Land Provision allows for the redevelopment of sites not designated as Strategic Employment Land where a new use may offer wider benefits to the community. Such benefits might include the provision of residential accommodation in a sustainable location, particularly where local accommodation needs can be met, such as affordable housing or a site for Gypsies and Travellers, or the provision of a community facility serving a local need. There may also be visual benefits to bringing a vacant, maybe derelict building back into use. Inherent to considering whether a new purpose would be beneficial to the community is assessing the demand for the existing employment use and using evidence of current market trends, such as the latest Employment Land Review and the applicant's own attempts to market the site for employment purposes, usually for a

19.[Source: Census 2011]

20.[Elmbridge Employment Land Review - www.elmbridge.gov.uk/planning/policy]

period of no less than 12 months but in some instances a longer period may be required.

2.50 The Council encourages flexible working practices, recognising the social and economic benefits of working from home and the significant number of people who are self-employed and/or work from home currently or wish to do so in future²¹.

Advancements in technology mean that there is more scope for residents to work from home, either within a purpose built live-work unit or by utilising an area within an existing dwelling. By supporting small-scale economic activity and an entrepreneurial culture, there is potential for some of these businesses to expand and eventually take up conventional, larger business premises and contribute to the growth of the economy. Planning permission often is not required to work from home but where the level of activity alters the character of the property as a residential dwelling, a material change of use will have occurred. This policy provides criteria for assessing whether such use would be appropriate on a case-by-case basis, taking into account the impact on wider amenity.

Core Strategy links	CS1 - Spatial Strategy CS18 - Town Centre Uses CS23 - Employment Land Provision
Framework paragraphs	18, 19, 20, 21, 22
Other documents or guidance	Employment Land Review, Town Centre Audit

21.[Source: Experian ©]

DM12 - Heritage

Planning permission will be granted for developments that protect, conserve and enhance the Borough's historic environment. This includes the following heritage assets²² :

- Listed Buildings and their settings
- Conservation Areas and their settings
- Parks and Gardens of Special Historic Interest and their settings
- Scheduled Monuments and their settings
- Areas of High Archaeological Potential and County Sites of Archaeological Importance (CSAIs)
- Locally Listed Buildings and other identified or potential assets (including non-designated locally significant assets identified in the local lists compiled by the Council).

a. Listed Buildings

- i. The Council will encourage appropriate development to maintain and restore Listed Buildings, particularly those identified as being most at risk.
- ii. Development to, or within the curtilage or vicinity of, a listed building or structure should preserve or enhance its special interest and its setting.
- iii. A change of use of part, or the whole, of a Listed Building will be approved provided that its setting, character and features of special architectural or historic interest would be preserved or enhanced. Consideration will also be given to the long-term preservation that might be secured through a more viable use.
- iv. Partial demolition of a Listed Building, including curtilage buildings, will be resisted unless the character or appearance of the listed building and its setting will be improved.
- v. Total demolition of a Listed Building will be refused.

b. Conservation Areas

- i. Development proposals should take full account of the Council's Conservation Area Character Appraisals and Management Plans for the relevant area.
- ii. Proposals for all new development, including alterations and extensions to buildings, their re-use and the incorporation of energy efficiency and

22.[These are listed in Appendix 2. Conservation Areas, Parks and Gardens of Special Historic Interest, Scheduled Ancient Monuments and Areas of High Archaeological Potential are shown on the Policies Map]

renewable energy technologies, must have a sensitive and appropriate response to context and good attention to detail.

- iii. Development within or affecting the setting of a conservation area, including views in or out, should preserve or enhance the character and appearance of the area, taking account of the streetscape, plot and frontage sizes, materials and relationships between existing buildings and spaces.
- iv. Open spaces, trees and other hard and soft landscape features important to the character or appearance of the area should be retained or be in keeping with the character of the area.
- v. Demolition of buildings and/or structures will be granted consent provided that the building and/or structure to be demolished makes no material contribution to the character or appearance of the conservation area and that permission has been granted for their sensitive replacement or redevelopment.

c. Parks and Gardens of Special Historic Interest

- i. Parks and gardens identified as being of special historic interest, including landscape features and buildings, and their setting, will be protected and their sensitive restoration encouraged.
- ii. Any proposed development within or conspicuous from a historic park or garden will be permitted provided that it does not detract from the asset.

d. Scheduled Monuments and County Sites of Archaeological Interest (CSAIs)

- i. Development that adversely affects the physical survival, setting or overall heritage significance of any element of a Scheduled Monument or CSAI will be resisted.
- ii. Any new development should be sensitive to these criteria and positively act to enhance the monument or CSAI overall and ensure its continued survival.

e. Areas of High Archaeological Potential²³

- i. Proposals for development should take account of the likelihood of heritage assets with archaeological significance being present on the site, provide for positive measures to assess the significance of any such assets, and enhance understanding of their value.

f. Locally Listed Buildings and other identified heritage assets

23.[For the purposes of this policy the Council considers an Area of High Archaeological Potential to comprise either an area specifically identified on the policies map as such, or outside of these areas, any major development area of 0.4ha or greater]

- i. The Council will seek to retain these, ensuring new development does not harm the character, appearance or setting of the building or asset.

Where harm or loss to a heritage asset is considered by the Council to be justified by the scale and nature of public benefits of the proposed development, developers will be required to record and advance understanding of the significance of the asset to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence publicly accessible.

2.51 The Framework identifies protecting and enhancing our natural, built and historic environment as a key role for the planning system in achieving sustainable development. It recognises that heritage assets are an irreplaceable resource and that they should be conserved in a manner appropriate to their significance. Elmbridge has a rich historic environment that has evolved around historic estates, towns and villages and this helps to create the Borough's local character and distinctiveness.

2.52 In accordance with the Borough's spatial strategy, development will be located in the urban area, which includes many of the historic towns and villages throughout Elmbridge. It is therefore important that development has a positive impact on the historic environment and that all new development affecting a heritage asset conserves or enhances the character and appearance of the area. Proposed advertisements on historic buildings and/or within a conservation area, shopfront replacements and alterations and associated signage are covered in policy DM15 - Advertisements, shopfronts and signage.

2.53 This policy aims to ensure that applicants understand that new development needs to respond to local character and history and integrate into the natural, built and historic environment. It encourages high quality development that reflects the identity of local surroundings and materials, while not preventing appropriate innovation. Applicants should make attempts to engage with the local community and consult with local heritage and conservation groups, which may be able to offer valuable local insight and knowledge. Environmental improvements and adaptation to climate change should be encouraged but sensitive design and siting is required to prevent any undue harm to the historic asset. Additionally some change of use and conversion applications can bring a heritage asset back to life and enhance its vitality, appearance and setting.

2.54 A list of the Borough's heritage assets is included in Appendix 2, however these are likely to change during the life of the Plan. New heritage assets can be identified and scheduled or the historic significance of existing assets can be reassessed and downgraded. Areas of High Archaeological Potential (AHAPs) could also be subject to change as sites in the Borough are excavated prior

to development and their potential can then be reassessed depending on the findings of archaeological survey work. Surrey County Council plans to review existing AHAPs in future.

2.55 Produced in partnership with the local community, development proposals should take full account of the Council’s Conservation Area Character Appraisals and Management Plans for the relevant area. The Council will use these to encourage appropriate development and manage change. The Design and Character Supplementary Planning Document 2012 also provides character assessments for each settlement including key design guidelines and should be used in association with more specialist heritage advice and information. It is the Council’s intention to produce a future Heritage Strategy, which will set out in more detail how the historic environment will be conserved and enhanced in the Borough.

Core Strategy links	CS1 - Spatial Strategy CS17 - Local Character, Density and Design Threaded through CS3-CS11
Framework paragraphs	126-141
Other documents or guidance	PPS5 Guidance (or subsequent amended version), English Heritage 'The Setting of Heritage Assets'

DM13 - Riverside development and uses

Development proposals and uses will be considered acceptable provided they:

- a. Sympathetically reflect their riverside location and respect the riverside outlook and orientation, protecting and enhancing the individuality and character of the river and its landscape in accordance with the Thames Landscape Strategy, including views and vistas. This is particularly relevant to development proposals that are within or conspicuous from the Thames Policy Area or fall within or adjacent to conservation areas. In all riverside locations, it will be appropriate for a strip of land to be retained free of development to maintain the open character of the riverside as well as providing important maintenance space and public access, in the interests of biodiversity and alleviating flood risk,
- b. Demonstrate the retention, restoration, improvement to or introduction of river-related uses which make a contribution to its special character,
- c. Protect, conserve and actively enhance the landscape and biodiversity of the river and do not adversely affect water or ecological quality in the area in accordance with the Water Framework Directive²⁴,
- d. Protect and promote the history and heritage of the river, including landscape features, historic buildings, important structures and archaeological resources associated with the river and incorporates existing features,
- e. Support opportunities to improve provision for public access to the riverside and/or protects and improves existing access points and links to the riverside, and
- f. Take into account the changing situation with respect to guidance relating to water movement, flood risk, climate change, biodiversity and navigation. All development proposals within a high flood risk area will need to take account of Core Strategy policy CS26 Flooding.

2.56 The River Thames and its tributaries, the River Mole, River Ember, River Wey and the Wey Navigation, are key features of the Borough and fulfil important amenity, biodiversity, transport, leisure and recreation roles. They also form an essential part of

24.[Water Framework Directive is a new piece of European legislation which promotes a new approach to water management through river basin planning. Please see http://ec.europa.eu/environment/water/water-framework/index_en.html for the full report.]

the Borough's green infrastructure network and make a fundamental contribution to the landscape quality and character of the Borough. The variety of small and large scale uses such as rowing clubs and boat repair works and features such as locks and towpaths create this unique character. Together with the Borough's open areas and conservation areas, the rivers and to some extent reservoirs, form an essential element of the quality of life for the Borough's residents.

2.57 The Core Strategy policy CS12 provides the strategic policy for the River Thames Corridor and its tributaries. It promotes a co-ordinated partnership approach to the future of waterways. It states that detailed guidance, which relates to the need for new development to take account of all aspects relating to the waterside setting, will be included in future documents that address Development Management. This policy provides the link between the strategic policy and the guidance featured in the Design and Character SPD relating to riverside development.

2.58 The Thames Policy Area is a designated area featured on the policies map and includes the River Thames that forms the northern boundary of the Borough and extends to a short section of the River Wey and Wey Navigation within Elmbridge. It reflects the importance of the River Thames as one of the greatest natural and man-made cultural assets of Elmbridge. Although particular consideration is required for development within or conspicuous from the Thames Policy area, this policy also seeks to ensure all new riverside development covers the same important aspects from its design, siting and character to its accessibility and environmental impact.

2.59 Many of the reservoirs and waterways are of national and international biodiversity significance with SSSI, Ramsar, SPA designations and large areas are within Green Belt. Many of the strategic views and landmarks are river related and cross borough boundaries and this is covered by other DM policies.

2.60 Assessing the character of the river is an important aspect of the policy and this is covered in the Design and Character SPD. The Thames Landscape Strategy [Weybridge-Hampton-Kew] is a 100-year strategic vision for the Thames including guidance, project, management and maintenance objectives. It provides analysis of the character of the river landscape through a series of Landscape Character Reaches. Its aim is to conserve, enhance and promote for the future, one of the world's great urban landscapes. To achieve this aim the strategy bring together a partnership of statutory and non statutory organisations, local groups and individuals to inform strategic policy and implement a broad range of projects. These supporting documents provide the detail needed to meet the policy's aim of ensuring high quality riverside development that protects and enhances the environment and allows for future generations to enjoy the riverside.

2.61 The Council would expect applicants to meet all criteria in this policy taking account of other Local Plan policies (where applicable) that address open space, Green Belt, heritage, design and amenity, landscape and flooding. DM22 - Recreational Uses of the Waterways may be relevant for development associated with recreational use

on rivers, reservoirs and other bodies of water. The guidance featured in the Design and Character SPD and Thames Landscape Strategy will also be key considerations.

Core Strategy links	CS1 - Spatial Strategy CS12 - River Thames and its Tributaries CS14 - Green Infrastructure CS15 - Biodiversity CS17 - Local Character, Density and Design
Framework paragraphs	73, 74, 75, 77, 165
Other documents or guidance	Thames Landscape Strategy, Design and Character SPD

DM14 - Evening Economy

- a. The Council will support new uses that contribute to the economy in appropriate locations²⁵, including takeaway hot food shops, restaurants, taxi/minicab premises and associated development, unless they result in a harmful impact on residential amenity in the evening.
- b. Proposals should be designed and located to ensure that highway safety is maintained and has an acceptable impact on local on-street parking provision.
- c. Adequate infrastructure and measures should be included to ensure the development is neighbourly particularly when located near to residential properties. This may be achieved by seeking innovative design solutions to handling emissions and through the use of conditions²⁶.

2.62 The Borough enjoys a thriving evening economy, due to the extensive variety of restaurants, takeaways, bars and pubs, supported by numerous taxi hire businesses. Certain areas have a higher concentration of these uses because of nearby venues that attract additional visitors to the town centre, such as the Sandown Racecourse in Esher and Hampton Court Palace near Bridge Road, East Molesey. The types of premises referred to in this policy also make a contribution to the overall vitality of shopping areas during the day, in common with other non-retail uses, but these particular uses have been identified for specific inclusion within a Development Management policy due to the disturbance they may cause in the evening in areas where there are residential properties.

2.63 These businesses have an important role in maintaining growth within the town centres and as part of mixed-use development schemes (see also DM3 - Mixed Uses). As such, the Council will support their economic viability where appropriate but will balance this against the fact that some evening activities may be unneighbourly in residential areas, resulting in noise, disturbance and odour. The Council will carefully consider such applications and work with local businesses to assess whether any harmful effects can be mitigated through design solutions for extraction systems, orientation of new buildings, conditions on opening times and controlling outdoor seating.

25.[See CS18 - Town Centre Uses for policy on retaining retail uses within primary and secondary frontages in town and village centres, and in local centres, together with the range of uses specified in Paragraph 23 of the National Planning Policy Framework that are needed in town centres]

26.[In conjunction with the provisions of DM3 - Mixed Uses and DM5 - Pollution, as applicable.]

2.64 This policy sets out that the Council will not encourage proposals for development associated with the evening economy that cannot demonstrate that any potentially harmful effects on local residents, the character of the area or highway safety are limited to an acceptable level.

Core Strategy links	CS3 - CS11 Settlement Areas CS18 - Town Centre Uses
Framework paragraphs	23
Other documents or guidance	Licensing and inspection information from Environmental Health & Licensing Team at www.elmbridge.gov.uk/envhealth

DM15 - Advertisements, shopfronts and signage

Permission and/or consent will be granted provided that:

- a. Advertisements (including hoardings) are well designed to ensure they do not harm visual amenity, are in proportion to their surroundings and do not result in undue clutter. Consideration will be given to the size (including individual lettering), materials, cumulative number and method of illumination, together with any impact on public or highway safety,
- b. Advertisements in areas of special control and conservation areas are carefully designed to prevent an adverse impact to the historic or open environment,²⁷
- c. Projecting signs and illumination to shopfronts must be appropriate in size, design and scale, complement the character and materials of the shopfront and surrounding streetscene, and must not compromise public safety. Illumination to advertisements and shopfronts in conservation areas should be sensitively designed and should normally be external. Large illuminated fascias will be resisted outside town and district centres or other appropriate locations,
- d. Shopfront proposals demonstrate a high quality of design, which complements the original design, proportions, materials and detailing of the shopfront, surrounding streetscene and the building of which it forms part. The Council will resist the removal of shopfronts of architectural or historic interest,
- e. New shopfronts must be designed to allow equal access for all users. Public and highway safety must be considered when siting signage or seating, table arrangements and structures, and
- f. Blinds, canopies or shutters where acceptable in principle must be appropriate to the character of the shopfront and its setting. External security grilles and solid shutters which present blank frontages will not be permitted. In sensitive areas, rigid and non-retractable canopies will generally be unacceptable.

²⁷. [Areas of special advertisement control include the Borough's open land, which makes a significant contribution to the structure and environmental quality of the built up area, and the Green Belt.]

2.65 Elmbridge has a number of attractive town and village centres as well as local parades of shops. The environmental quality of these shopping areas is of fundamental importance to their economic health and viability. Well designed advertising displays, signage and shopfronts add to the vitality of the town and village centre and provide important information for the shopper or visitor. It is important that the Council supports the economic development of these centres and one way of doing this is through the provision of high quality advertisements, shopfronts and signage. This is particularly important when considering advertisements and shopfronts in conservation areas and on historic (listed) buildings.

2.66 As well as ensuring shopfronts are of a high quality design, the policy also aims to ensure all associated advertising on shopfronts such as illuminated fascia boards, projecting signs, freestanding displays and forecourt seating/structures are also appropriate to the character of the area. The size, scale, illumination and design of some of these may not be appropriate in areas of special control because of the likely impact. Similarly, some canopies will not be suitable in sensitive areas, such as non-retractable 'Dutch blinds' which often have a high gloss finish and do not represent high quality design.

2.67 Areas of special control include the Green Belt and open urban land that makes a significant contribution to the structure and environmental quality of the built-up area and is seen by many people from a public vantage point of a daily basis. Illumination can cause light pollution affecting local amenity, landscapes that are intrinsically dark and nature conservation. It is therefore important that advertising in these areas have stricter control to prevent harm to these areas of strategic importance.

2.68 Poorly placed and designed adverts and hoardings can also have a negative impact on the character of the area, visual amenity and raise issues of public and highway safety. The Council will assess all of these factors when determining advertising consents. Policy DM5 - Pollution will also be relevant in assessing the impact of illumination on local residents.

2.69 New shopfronts should be accessible to all users, taking into account the objectives of the Disability Discrimination Act 2005. This is important, as the Council wants to ensure equal access for everyone that lives, works or visits the Borough.

Core Strategy links	CS18 - Town Centre Uses
Framework paragraphs	67
Other documents or guidance	'Shopfronts in a conservation area' leaflet

DM16 - Telecommunications

The installation of telecommunications equipment will be permitted where it can be demonstrated that:

- a. It is sited to achieve operational efficiency, taking account of the existing and planned future networks,
- b. There is no significant adverse effect on the external appearance of the building on which it is located or the visual amenities of the area, including as a result of clutter and poorly located street furniture,
- c. Alternative sites, mast sharing and utilising existing buildings or structures have been fully considered and evidence is submitted if this is impractical,
- d. Technologies to miniaturise and camouflage any telecommunications apparatus have been fully explored and incorporated where possible, and
- e. It is appropriately designed, coloured and landscaped to take account of its setting.

Installations should avoid sensitive local areas including conservation areas and listed buildings, Green Belt, sites of nature conservation importance, sites of special scientific interest, Local Green Space, strategic views and landmarks and the Thames Policy Area unless there is evidence that this is technically impractical.

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2.70 Fast, reliable and affordable telecommunications is essential for the Borough in terms of promoting growth, increasing the competitiveness of business and ensuring excellent communications and choice for the public. They can also benefit the environment by reducing the need to travel as more people choose to work from home using alternative methods of communication. Elmbridge has a large self-employed workforce and providing the most advanced and high quality communication technology to support them to operate within the Borough is vital to the local economy. Therefore, the Council will give positive consideration to telecommunications development, which is well located and designed, both in terms of its contribution to the efficiency of the existing or planned network and its minimal impact on the environment and amenity.

2.71 The policy aims to achieve this by ensuring that telecommunications equipment is kept to a minimum through encouraging the sharing of existing and/or proposed facilities where this is technically possible. The visual impact of telecommunications equipment can be minimised through careful design, placement,

colouring and landscape. In addition, using available technologies to miniaturise and camouflage apparatus can also contribute to reducing any visual intrusion. This will help to protect the character of an area and the appearance of property, which is of particular importance to local people.

2.72 The policy highlights those areas in Elmbridge where new telecommunication development should be avoided due to their unique character. Telecommunication equipment in these areas may appear visually intrusive in these settings and hence should be avoided.

2.73 Local people are often concerned about the possible health implications of telecommunication development. However, the Framework states local planning authorities must determine application on planning grounds and not determine health safeguards if the proposal meets International Commission guidelines for public exposure.

2.74 The policy applies to planning applications or prior notification applications for the installation of satellite dishes, microwave antennae, radio masts, cabinet boxes and other types of telecommunications apparatus, which require planning permission. When considering such applications the Council will also have regard to the legal requirements placed upon telecommunications operators to provide an adequate service, and any technical and operational constraints.

Core Strategy links	CS23 - Employment land provision
Framework paragraphs	42, 43, 44, 45, 46
Other documents or guidance	Code of Practice on Mobile Network Development (2002).

Open Spaces

DM17 - Green Belt (development of new buildings)

- a. The Green Belt boundary is defined on the Policies Map²⁸. In order to uphold the purposes of the Green Belt to prevent urban sprawl and to keep land within its designation permanently open, inappropriate development will not be approved unless the applicant can demonstrate very special circumstances that will clearly outweigh the harm.
- b. Built development for outdoor sport, recreation and other appropriate uses²⁹ will need to demonstrate that the building's function is ancillary and appropriate to the use and that it would not be practical to re-use or adapt any existing buildings on the site. Proposals should be sited and designed to minimise the impact on the openness of the Green Belt and should include a high quality landscape scheme. The development will be expected to comply with other policies that prevent an adverse impact on the environment and the community.
- c. Proposals for the limited infilling or the partial or complete redevelopment of previously developed sites will be considered in light of the size, height, type, layout and impact of existing buildings, structures and hardstanding. Support will be given to proposals that limit the dispersal of development throughout the site or can demonstrate that the openness of the Green Belt will be improved.
- d. New development of land adjoining or clearly visible from the Green Belt should respond to its setting and the character of the area, ensuring that buildings and landscape schemes are designed to create an appropriate transition between urban and open land.

28.[The Green Belt policies set out and referred to in the Local Plan will apply to the area of land so designated]
29.[See Paragraph 89 of the National Planning Policy Framework]

2.75 The Green Belt in Elmbridge plays a key role in shaping settlement and development patterns. It forms an important element of the Borough's character and is a highly valued asset to local people, as well as having wider strategic significance in conjunction with other neighbouring boroughs. The Council is committed to protecting and enhancing the Green Belt, which is one of the Core Strategy's Objectives, in order to prevent settlements from merging and to retain the distinctiveness of local communities. We also recognise the role of the Borough's green infrastructure network, of which the Green Belt forms a significant part, in providing an attractive environment for local businesses and future investment, as well as a recreation resource.

2.76 Some development is regarded as 'appropriate' within the Green Belt and this is limited to that which supports uses which keep the land open and are consistent with the purpose it serves, including agriculture, forestry, cemeteries, and outdoor sport and recreation. Other forms of development that are also 'not inappropriate' are listed in the Framework³⁰. The Council acknowledges the appropriateness of such proposals and plans to positively enhance the beneficial use of the Green Belt but will require buildings to be genuinely ancillary and appropriate to the sustainable operation of the appropriate use in order to minimise development wherever possible and therefore preserve the openness of the Green Belt. Similarly, applicants will be expected to consider whether any existing buildings could be re-used sustainably rather than proposing a new development that may have greater impact on the Green Belt and the environment, and to include measures that may serve to mitigate the effect on the character of the area, such as a high standard of design and landscape.

2.77 The Framework also allows for the limited infilling or the partial or complete redevelopment of previously developed land and does not require these to be formally identified in order to benefit from the 'exception' to inappropriate development for new buildings. Consideration will be given on a case-by-case basis, recognising that new development should not have a greater impact on the openness of the Green Belt. As such, careful assessment of the impact of existing buildings and structures in comparison to new development is required. For example, an existing area of hardstanding can be regarded as 'development' but its impact on openness is significantly less than a proposed building. Applicants are encouraged to take the opportunity to make improvements to the openness of the Green Belt where possible, which could include focusing development in a less conspicuous or open part of the site or removing a sprawl of buildings in favour of a single, cohesive development that leaves the remainder of the site open.

2.78 The policy also refers to land adjoining the Green Belt but not within it, recognising that development in close proximity to its boundary could have just as significant an effect upon it. By applying good design principles, development can form

30.[See Paragraph 90 of the National Planning Policy Framework]

an attractive transition, ensuring that more prominent elements of the building are located furthest from the Green Belt boundary and ensuring that softer landscape features such as gardens are located closest to it.

Core Strategy links	CS1 - Spatial Strategy CS14 - Green Infrastructure
Framework paragraphs	79-92
Other documents or guidance	Design & Character SPD (for general guidance as the Green Belt is not included in the character areas to avoid encouraging development there)

DM18 - Green Belt (development of existing buildings)

- a. Extensions and alterations to a building will be permitted provided they do not result in disproportionate additions over and above the size of the original building, either individually or cumulatively. Support will be given to proposals that do not have a materially greater impact on the openness of the Green Belt and, in particular:
 - i. Are well designed to respond to the context of the site and the character of the area,
 - ii. Do not result in an increase beyond 25% in volume and 25% in footprint³¹, and
 - iii. Do not materially increase the overall height of the building.
- b. The replacement of a building in the same use will be permitted provided that the new building is not materially larger than the one it replaces. Support will be given to proposals that do not have a materially greater impact on the openness of the Green Belt and, in particular:
 - i. Are well designed to respond to the context of the site and the character of the area,
 - ii. Do not result in an increase beyond 10% in volume and 10% in footprint³²,
 - iii. Do not materially increase the overall height of the building, and
 - iv. Are sited in the same position as the existing building or in a preferable position within the site to maximise the openness of the Green Belt.
- c. The volume and footprint of existing buildings to be demolished within the site may be included in the increase in volume and footprint under (a) and (b) above, taking into account their size, permanence, design and proximity to the building to be extended or replaced. Conditions may be used to remove permitted development rights for further outbuildings and extensions.
- d. Proposals to erect, extend or replace an ancillary building within 5 metres of the main building will be treated as an extension to it, under (a) above. The extension or replacement of an ancillary building sited more than 5 metres from the main building will be considered under either (a) or (b) above as a building in its own right. Permission will not be granted for new ancillary

31.[To be calculated based on external dimensions. Figures lower than the maximum percentage permitted under this policy may be sought in open and prominent locations within the Green Belt]

32.[To be calculated based on external dimensions. Figures lower than the maximum percentage permitted under this policy may be sought in open and prominent locations within the Green Belt.]

buildings sited more than 5 metres from the main building unless it is for an appropriate use in the Green Belt or very special circumstances can be demonstrated that would clearly outweigh any harm to the openness.

- e. Proposals for a basement will be permitted provided it is wholly subterranean, does not generate significant additional activity on the site as a whole, does not exceed the footprint of the existing building (including as extended or replaced) and is served only by discreet light wells, ventilation systems or means of escape. Basements that do not comply with these provisions will be regarded as contributing to the increase in volume and footprint under (a) and (b) above.

2.79 There are many dwellings within the Green Belt in Elmbridge and it is reasonable for those living within them to be able to extend or replace their homes to meet their changing needs and circumstances, provided that overall openness is preserved. The Framework allows the replacement or extension of any building, subject to certain provisions. This will enable local businesses to respond to their growing needs and be flexible to change. The amount of enlargement is not dependent on the size of the plot or the general size of buildings in the area but rather the size of the original building. To permit a significant increase in the size of a building merely because it is sited on a large plot or there are other larger structures nearby would undermine the objectives of safeguarding the openness of the Green Belt and its character.

2.80 The original building will be determined based on its size as existing on 1 July 1948 or as first built if later than this date. In order to give applicants greater certainty as to the amount of development that may be acceptable, a maximum increase is specified in the policy. This is intended to set out the limit beyond which the Council will consider an extension to be disproportionate to the original building or a replacement building to be materially larger than that it replaces. There will be instances where perhaps a significantly lower figure will be more appropriate, based on the specifics of the site, including environmental factors such as flood risk, but the percentages offer clear parameters within which new developments can be designed to preserve the openness of the Green Belt and the character of the area.

2.81 When assessing the volume and footprint increase for extensions to buildings or replacement buildings, it is common for applicants to propose that other structures within the site that are due to be demolished are combined to 'offset' the increase. The policy allows for this in some circumstances, taking into account a number of factors. For example, a proposal for a replacement house may include an integral garage

following demolition of an existing detached garage. In this case, the volume and footprint of the existing garage could be combined with that of the main house before establishing to what extent it would be enlarged.

2.82 This policy gives specific guidance on how ancillary buildings will be treated in assessing new proposals. This is to give greater clarity for applicants which could result in more focus on the quality and design of the proposal rather than lengthy discussion on other matters. The distance of 5 metres within which an ancillary building will be treated as being part of the main building has been specified as a dimension that is commonly used to imply contiguousness of development for Green Belt purposes and stems from its use in earlier versions of the General Permitted Development Order in respect of outbuildings to dwellinghouses.

2.83 Proposals for basements are common in Elmbridge as homeowners in particular seek to maximise the amount of built development within a plot. In the Green Belt, they are often seen as ways of adding additional footprint without impacting on the openness of the area. Whilst this is true to some extent, much depends on the design of the basement and the extent to which it is visible or apparent externally. If the basement results in or contributes to a disproportionate increase over the original building, or a materially larger replacement building, the proposal would still result in definitional harm to the Green Belt. However, it is acknowledged that a basement that is entirely subterranean with little or no external evidence to indicate its existence will have only a minimal impact on the openness of the Green Belt.

2.84 It is important to note that proposals in the Green Belt will be expected to comply with all other relevant Local Plan policies and guidance, including those that address design, amenity, access, parking, landscape, biodiversity, flooding and sustainability.

Core Strategy links	CS1 - Spatial Strategy CS14 - Green Infrastructure
Framework paragraphs	79 - 92
Other documents or guidance	Design & Character SPD (for general guidance as the Green Belt is not included in the character areas to avoid encouraging development there)

DM19 - Horse-related uses and development

- a. New development associated with appropriate horse-related activities will be permitted, including within the Green Belt where it complies with policy, if it would respect the character and amenity of the area without resulting in undue pressure on local infrastructure, nature conservation and biodiversity.
- b. Proposals for new buildings, extensions to existing buildings and means of enclosure should achieve a high standard of design and use sensitive materials that reflect local character, particularly in the Green Belt and other open areas, and be of a scale that is proportionate to the activity proposed. Appropriate provision should be made for access, storage and waste associated with the activity, especially in residential areas.
- c. Proposals will be expected to incorporate a high quality landscape scheme into the design, especially within the Green Belt and other open areas, in order to integrate the development into the natural landscape.
- d. New development should be designed to offer a high level of equine welfare in accordance with current legislation.
- e. Proposals to extend and/or enhance the recreational value of the bridleway network will be supported, provided that there is no conflict with agriculture, nature conservation or with facilities for walkers on existing public footpaths or other paths currently only used by walkers.

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2.85 Equestrian activities are popular in Elmbridge, offering opportunities for outdoor recreation and promoting healthy communities. There are currently seven licensed riding establishments within Elmbridge³³, all of which lie within the Green Belt. There are also liverys, stables and associated facilities for public, private or domestic use.

2.86 As an appropriate use of the Green Belt, equestrian uses will be supported. It is important that the design of new buildings and associated facilities respond positively to their context, which is usually rural in character and landscape. Therefore proposals will be expected to demonstrate that the scale of development, quality of design, use of materials and the landscape scheme will enhance the visual amenity of the area. There are also factors that will influence the location of buildings within the site, such as the

33.[The list of licensed riding establishments in Elmbridge is available from the Environmental Health & Licensing Team – www.elmbridge.gov.uk/envhealth]

need for natural surveillance, site security and welfare considerations. These matters are for the applicant to consider in the context of the specifics of the site when designing the scheme.

2.87 Elmbridge has seen a slight decline in the number of licensed riding establishments in recent years, partly due to the high cost involved in setting up and maintaining a riding centre. As such, it is not considered necessary to repeat previous policy that resisted an over concentration of horse activity in the immediate area.

2.88 The policy also includes reference to welfare standards for horses. Environmental Health & Licensing is the body responsible for issuing licences to riding centres and can offer advice to applicants on requirements that may have an impact on the size and design of stables and loose boxes. The Council can therefore offer a collaborative approach to ensuring the aims of the policy are achieved. This will prevent the need to reapply for a revised scheme if the approved design does not meet the standards required to acquire the licence.

2.89 Opportunities to improve existing rights of way networks and National Trails (long distance routes for walking, cycling and horse-riding) will be sought where possible as this aspiration is supported in the Framework and existing bridleways are protected in the Core Strategy, in recognition of the recreational contribution horse riding makes to promote healthy lifestyles.

Core Strategy Links	CS14 - Green Infrastructure
Framework Paragraphs	75 and Section 9 as the activity falls under 'outdoor recreation' for Green Belt purposes
Other documents or guidance	Sport and Physical Activity Strategy 2011 - 2014

DM20 - Open Space and views

- a. Local Green Space³⁴ will be protected from inappropriate development unless there are very special circumstances that would clearly outweigh the potential harm. Uses and development that are deemed to be appropriate under Green Belt policy will be permitted provided that the character of the area is protected and there is no conflict with the purposes of designating that specific land as Local Green Space and the function it serves.
- b. Other areas of existing open space³⁵ should not be built on unless:
 - i. An assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements,
 - ii. The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location, or
 - iii. The development is for alternative sports and recreation provision, the needs for which clearly outweigh the loss.
- c. Development within Strategic Views or affecting Key Landmarks (as identified in the Policies Map and detailed in Appendix 3) will be permitted provided that it has been well designed to take account of the setting, character and amenity value of the view or landmark. Proposals should not obscure or adversely affect these views and landmarks and those that create new views or reinstate obscured views will be supported.

2.90 The open space within Elmbridge is essential to its character and contributes to the quality of the landscape and the network of green infrastructure. It is very important to local people, who enjoy the visual benefits, wildlife habitats and the recreation function it provides. Whilst enjoying similar benefits, Green Belt serves five distinct purposes³⁶ that are not shared by land in more urban and residential parts of

34.[To be designated within the Settlement ID Plans.]

35.[National Planning Policy Framework definition: 'All open space of public value, including not just land, but also areas of water (such as rivers canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity' (glossary)]

36.[See Paragraph 80 of the National Planning Policy Framework]

the Borough. Therefore this policy does not cover all Green Infrastructure Assets, as defined in the Core Strategy (CS14 – Green Infrastructure), by excluding areas in the Green Belt that are covered by separate Development Management policies. CS14 also covers other Green Infrastructure Assets that this policy does not, such as Suitable Accessible Natural Greenspace, so they should be assessed together.

2.91 Development of open spaces needs careful management to avoid the permanent loss of these valuable areas whilst ensuring there are opportunities to enhance recreation and biodiversity. Only very exceptionally will limited community and social infrastructure development of open space within the urban area be acceptable if the Council considers that the benefits delivered to the community outweigh the loss and compensatory qualitative improvements are secured³⁷. The Framework introduced a new designation of Local Green Space for areas of particular local importance that communities could identify for special protection. Local Green Space is defined as “...special to the local community, and holds particular local significance because of its beauty, historic significance, recreation value... tranquillity and richness of its wildlife”. Paragraph 77 of the Framework also states the following:

“The designation will not be appropriate for most green areas or open space. The designation should only be used:

- where the green space is in reasonable proximity to the community serves;
- where the green space is demonstrably special to the local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- where the green area concerned is local in character and not an extensive tract of land.”

2.92 The Framework states that local policies for managing development within designated Local Green Space should be consistent with Green Belt policy³⁸. As such, the policy resists inappropriate development but it is acknowledged that there are a number of uses and associated development that are deemed appropriate in the Green Belt. However, whilst an appropriate use may be compatible with the type of land falling within the Green Belt, such as a large tract of land on the periphery of a settlement, it may not be suitable for a smaller parcel of land within a more urban location that has been identified by the community as being important to the character of the area, such as a village green. Consistent with Green Belt policy which requires that facilities for appropriate uses do not conflict with the purposes of including land within the Green Belt, a similar proviso is included here so that the purpose of the land being designated as Local Green Space by the community is not compromised by a use or development that would not respect the character of the area.

37.[See Core Strategy policy CS29 - Monitoring, paragraph 8.18.]

38.[See Paragraph 78 of the National Planning Policy Framework]

2.93 The Borough’s natural and manmade landscape is distinctive and highly valued. This, together with the network of green spaces, provides a setting for strategic views and landmarks that contribute to the character of the landscape. These are often of historic significance and can extend beyond the borough boundaries. In assessing the impact of development on landmarks and within identified strategic views, consideration will be given to the features and landmarks within that view and their setting as detailed in Appendix 3.

Core Strategy links	CS14 - Green Infrastructure
Framework paragraphs	73-78
Other documents or guidance	Green Space, Sport & Recreation Study 2006

DM21 - Nature conservation and biodiversity

- a. In accordance with Core Strategy policy CS15 – Biodiversity, all new development will be expected to preserve, manage and where possible enhance existing habitats and biodiversity features. The Council will work in partnership to explore new opportunities for habitat creation and restoration.
- b. Support will be given to proposals that enhance existing and incorporate new biodiversity features, habitats and links to habitat networks into the design of buildings themselves as well as in appropriate design and landscape schemes of new developments with the aim of attracting wildlife and promoting biodiversity. Conditions will be used to secure the provision of mitigation measures, as appropriate,
- c. Development affecting designated international sites of biodiversity importance and compensatory sites³⁹ will be considered against Core Strategy policies CS13 – Thames Basin Heaths Special Protection Area, CS15 – Biodiversity, the Framework and relevant legislation.
- d. Development affecting national sites of biodiversity importance⁴⁰ will not be permitted if it will have an adverse effect, directly or indirectly, individually or in combination, on the site or its features. In exceptional circumstances, proposals that have an adverse effect on a national site may be permitted if the benefits of the development clearly outweigh the harm. If a development is approved under these circumstances, appropriate avoidance, mitigation and compensation will be sought wherever possible.
- e. Development affecting locally designated sites of biodiversity importance⁴¹ or sites falling outside these that support national priority habitats or priority species will not be permitted if it will result in significant harm to the nature conservation value of the site or feature.
- f. Sites identified on the Policies Map as having potential to be designated in future as Suitable Accessible Natural Greenspace (SANG) will be protected from development that may compromise its ability to serve that function, taking into account the level of existing SANG when the development is proposed and any wider benefits of the proposal.

39.[International sites listed on page 61 of the Core Strategy]

40.[National sites listed on page 61 of the Core Strategy]

41.[Local sites listed on page 61 of the Core Strategy and under Section 41 of the Natural Environment & Rural Communities (NERC) Act 2006]

2.94 Elmbridge contains a rich network of green infrastructure that supports biodiversity, much of which falls within international, national or regional designations that ensure their continued protection and enhancement. The list of sites and their hierarchy is contained in Core Strategy policy CS15 – Biodiversity, which also sets out the policy for managing internationally designated sites (Chatley Heath, which forms part of the wider Thames Basin Heaths Special Protection Area, and Knight and Bessborough Reservoirs, which form part of the South West London Waterbodies Special Protection Area and Ramsar site). This policy aims to support the Core Strategy by providing detailed criteria to apply to nationally and locally designated sites, to ensure that growth can be accommodated in appropriate locations that do not have a negative impact on biodiversity. The policy also includes sites that have been identified as potential SANG, in order to manage development proposals in accordance with the level of provision across the Borough at the time of the proposal. This will allow the Council to maintain a suitable supply of SANG to mitigate impact on the Thames Basin Heaths Special Protection Area.

2.95 The future Greenspace Strategy will continue this approach to strengthen and protect the Borough’s natural resources, working in partnership to achieve the aims of the Surrey Nature Partnership Task Group, in reference to Biodiversity 2020: A strategy for England's wildlife and ecosystem services (Defra 2011) and improve the network of habitats such as wildlife corridors, rivers, woodlands and hedgerows.

2.96 It is important to note that the presumption in favour of sustainable development (DM1 and the Framework) does not apply to development affecting international sites of biodiversity importance⁴².

Core Strategy links	CS14 - Green Infrastructure CS15 - Biodiversity
Framework paragraphs	109, 110, 111, 112, 113, 114, 117, 118, 119
Other documents or guidance	Surrey Biodiversity Action Plan

42.[See Paragraph 119 of the National Planning Policy Framework]

DM22 - Recreational uses of waterways

The Council will promote the recreational use of the Thames, its tributaries and all other water areas including the riverbanks by:

- a. Resisting the loss of facilities that contribute to their enjoyment, and by encouraging the provision of new facilities and improvement to existing facilities, where the physical capacity of these rivers and environmental (including biodiversity) considerations allow,
- b. Encouraging recreational use of reservoirs, subject to water safety, health considerations and other planning policies, together with the need to protect areas of nature conservation value. The designation of some reservoirs as sites of national and international biodiversity significance will affect the type and extent of access and recreation uses. Any existing recreational uses of a reservoir if suspended during gravel extraction will require reinstatement,
- c. Encouraging public access to the river and its banks, the maintenance and improvement of existing provision and seeking opportunities to secure further access improvements and linkages with other green spaces,
- d. Permitting new hire bases and extensions to existing hire bases for motorised craft on the waterway provided there is no conflict with other users of the riverside and there is no adverse effect on local amenities, wildlife or the environment in general, and
- e. Permitting further permanent moorings or houseboats provided they protect the appearance of the riverside and do not add to river congestion.

2.97 The recreational opportunities of the River Thames and tributaries are many and varied, ranging from on-river pursuits such as sailing, rowing, canoeing, and motor-cruising, to bankside activities including walking, cycling, birdwatching and angling, or just simply taking in the view. There are a number of public parks and riverside paths including the Thames Path (a national trail) and the towpath along the Wey Navigation. The Council aims to encourage appropriate active and passive recreational uses while minimising conflicts between users, protecting the natural environment and retaining public access to the riverside. The policy supports the positive use of the water as a

recreation asset, which helps maintain the health and wellbeing of the Borough's communities.

2.98 Apart from the Knight and Bessborough Reservoirs, which are in regular operational use as water supply reservoirs with access prohibited, the Council will ensure that the Borough's other reservoirs can be used for recreational pursuits provided that they meet the detailed requirements in criterion (b). Many of these contain areas of nature conservation and these will require protection.

2.99 Proposed extensions to existing hire bases maybe considered acceptable, as they would continue to contribute to the local economy and provide leisure pursuits. However, they must not cause congestion and conflict between users and wildlife. The Council will not normally permit any new hire bases for motorised craft along the River Thames or on side channels because new hire cruisers can cause significant congestion on the River Thames, which is a threat to wildlife and can cause environmental damage. In addition, the landward sides of hire bases require extensive areas of car parking which can be unsympathetic to the river environment.

2.100 The permanent mooring of houseboats is also a contributory cause of congestion on the Thames. Such congestion has both public safety and environmental implications, contrary to the Council's objectives to preserve and enhance the Borough's waterways. The Council, therefore, will only permit permanent moorings provided they protect the appearance of the riverside and do not add to river congestion.

2.101 Areas of water (such as rivers and reservoirs) are defined as Open Space in the Framework and so policy DM20 - Open Space and Views will also be of relevance when considering any proposals for recreational uses on the waterways. Built development associated with recreational uses of waterways will also be assessed against DM13 - Riverside Development and Uses as well as the Universal Policies.

Core Strategy links	CS1 - Spatial Strategy CS12 - The River Thames and its Tributaries
Framework paragraphs	73, 74, 75, 77, 165
Other documents or guidance	Sport & Physical Activity Strategy 2011 - 2014

3 Appendices

Appendix 1: Elmbridge Parking Standards (DM7 - Access and Parking)

3.1 These parking standards have been developed in conjunction with the Surrey County Council Vehicular and Cycling Guidance 2012 and use local evidence with regard to car ownership in Elmbridge.

Evidence (Indicators taken from Paragraph 39 of the Framework):

The Accessibility of the Development- this is based on location and for Elmbridge this relates to town centre, edge of centre or suburban characteristics.

The Type, Mix and Use of Development- the table below features the different types, mixes and use of development.

The Availability of and Opportunities for Public Transport- evidence has been taken from the settlement strategy, which highlights the local bus services and train routes within the settlements. Since then, changes have been made to certain bus routes and this impacts on the Borough's need to use a car to get to various locations within and outside the Borough.

Local Car Ownership Levels- Elmbridge Borough Council has a slightly higher car ownership compared with the Surrey average. 12.7% do not have a car in the Borough compared with 14% in Surrey. 41.7% of people in Elmbridge have one car or van and 35.1% have two cars or vans. While Surrey overall has 40.5% people with one car or van and 34.7% with two cars. Elmbridge has the highest amount of wealthy people living in the most sought after neighbourhoods in Surrey. One of the key findings of this group is the amount of car and vans that people own, which is often more than 3.

An Overall Need to Reduce the Use of High-Emission Vehicles- Core Strategy policy CS25 Travel and Accessibility seeks to improve the environmental impact of transport. It also requires the application of maximum parking standards in order to promote improvements to sustainable travel.

The Parking Standards

- All parking levels relate to gross floor area and are recommended as a maximum.
- Provision for uses marked “**individual assessment**” will require their own justification and the inclusion of parking management plans, travel plans and cycle strategies where appropriate.

- Standards are also provided regarding parking for people with disabilities, school parking, car clubs and electric vehicle charging points.

Use Class	Maximum per m ² ground floor area
A1 Retail	
Food or non-food retail eg: small parades of shops serving the local community (up to 500m ²)*	1 car space per 30m ²
Food retail (500 m ² to 1000m ²)*	1 space per 25m ²
Food retail (above 1000m ²)*	1 car space per 14m ²
Non-food retail (500m ² or more)*	1 space per 25m ²
*Suggested reductions as stated or greater, to be applied based on location. Note: Retail parking to be provided as shared use where appropriate.	Town Centre 75% District Centre 50% Local Centre 25% Other 0%
A3 Food and drink	
Restaurants, snack bars and café's. For sale & consumption on the premises (if located beyond Town Centre locations).	1 car space per 6m ² No parking required in town centres
A4 Drinking establishments	
Public houses, wine bars or other drinking establishments but not nightclubs (if located beyond Town Centre locations).	Individual assessment/justification No parking required in town centres
A5 Hot Food Takeaways	
For sale & consumption of hot food off the premises (if located beyond Town Centre locations).	1 car space per 6m ² No parking required in town centres
B1 Business	
Offices, research & development, light industry appropriate in a residential area – threshold of 2500m ²	A maximum range of 1 car space per 30m ² to 1 car space per 100m ² depending on location
B2 General Industrial	
General industrial use	1 car space per 30m ²
B8 Storage/distribution (including open air storage)	
Warehouse – storage	1 car space per 100m ² 1 lorry space per 200m ²
Warehouse – distribution	1 car space per 70m ² 1 lorry space per 200m ²
Cash and carry	1 car space per 70m ² 1 lorry space per 200m ²

C1 Hotels	
Hotels, boarding and guest houses where no significant care is provided	1.5 car spaces per bedroom plus 1 coach space per 100 bedrooms OR Individual assessment/justification
C2 Residential Institutions	
Care home Nursing home	1 car space per 2 residents OR Individual assessment/justification
Hospitals	1 car space per 4 staff plus 1 car space per 3 daily visitors OR Individual assessment/justification
Residential colleges	Individual assessment/justification
Training centres	1 car space per 2 staff OR Individual assessment/justification
C3 Dwelling houses (family houses, up to 6 residents living as a single household, including households where care is provided)	
Elderly (sheltered)	1 car space per 1 or 2 bed self contained unit OR 0.5 per communal unit OR Individual Assessment
D1 Non-residential institutions	
Day Nurseries/Crèche	0.75 car spaces per member of staff plus 0.2 spaces per child
Doctor's practices	1 car space per consulting room. Remaining spaces on individual assessment
Dentist's practices	1 car space per consulting room. Remaining spaces on individual assessment
Veterinary practices	1 car space per consulting room. Remaining spaces on individual assessment
Libraries, museums and art galleries	1 car space per 30m ² OR Individual assessment/justification
Public halls licensed for entertainment, unlicensed youth and community centres and Scout huts etc	1 car space per 3 persons OR per 3 seats OR per 20 m ² OR Individual assessment/justification
Places of worship	1 car space per 10 seats OR Individual assessment/justification
Schools/colleges/children's centres	Individual assessment/justification – see additional notes below

D2 Assembly and leisure	
Cinemas, bingo clubs, dance halls and clubs	1 car space per 5 licensed persons OR Individual assessment/ justification
Conference Centres	1 car space per 5 seats OR Individual assessment/justification
Exhibition Halls	1 car space per 6 m ² OR Individual assessment/justification
Stadia	1 car space per 15 seats OR individual assessment/justification
Health clubs/leisure centres	Individual assessment/justification
Tennis and Badminton Clubs	4 car spaces per court OR Individual assessment/justification
Squash Clubs	2 car spaces per court OR Individual assessment/justification
Marinas and water sports	3 car spaces per hectare of water OR Individual assessment/justification
Field Sports Clubs	1 car space per 2 playing participants OR Individual assessment/ justification
Golf Clubs and driving ranges	1 car space per 0.3 holes OR per driving bay OR Individual assessment/justification
Equestrian centres	1 car space per stable OR Individual assessment/justification
Other uses	
Pick your own fruit farms	9 car spaces per hectare of farmland OR Individual assessment/ justification
Vehicle repair, garage and spares stores	1 car space per 20m ² OR Individual assessment/justification
Car sales establishments	1 car space per 50m ² car display area OR Individual assessment/ justification
Exhaust and tyre centres	1 car space per 0.3-0.5 bays OR Individual assessment/justification
Sui Generis and all other uses not mentioned above	Individual assessment/justification

Parking for People with Disabilities

3.2 Parking for drivers with disabilities should be designed and provided in accordance with the appropriate government guidance^[43]. As a starting point, for non-residential development, an additional 5% of total parking spaces should be allocated for disabled users or a minimum of 1 space per 750m² (whichever is the greater) to meet demand. Such spaces should have dimensions of 3.6m by 5m and be located no further than 50m from an accessible entrance, (ideally the main entrance), clearly signed and under cover if possible.

School Parking

3.3 New Schools, or those where expansion is proposed, are expected to develop, update and monitor School Travel Plans.

Cars

3.4 Operational requirements (broadly defined as staff and visitors) should be provided for only, together with overflow parking areas for community uses. Parent parking, pupil parking should not be provided as this is a disincentive to travelling by sustainable modes. Existing sites may be an exception if further on-street parking reduces highway safety or emergency access.

3.5 Measures to discourage parking should be considered first and could include car sharing, staggered school days, parking restrictions, parking permits issued on the basis of need and other measures as appropriate.

3.6 A parking management plan should be prepared and submitted as an integral part of any planning application where parking is an acknowledged problem.

Coach/ Bus

3.7 On all new school sites where it is likely that pupils will travel to and from school in coaches, sufficient space should be reserved to allow coaches to enter the site, drop off and pick up pupils. Where appropriate, bus stops, bays, raised kerbs, seating and shelters shall be provided on the highway by the applicant.

Cycles and non-motorised scooters

3.8 Provision of cycle and non-motorised scooter* parking will be a condition of any new or expanded school. Whenever possible, improvements to cycle routes and other appropriate safety measures should be provided by the applicant.

*for Pre-school and Primary School education

43.[Department for Transport Traffic Advice Leaflet 5/95 can be obtained at http://webarchive.nationalarchives.gov.uk/20090505152230/http://www.dft.gov.uk/adobepdf/165240/244921/244924/TAL_5-951]

Electric Vehicle Charging

3.9 The Council will seek the provision of electric vehicle (EV) charging points within all new developments as set out below. These standards have been based upon a mid range scenario which assumes that environmental incentives grow at their current rate and that the number of electric vehicles on UK roads will increase from a projected estimate of 600,000 at 2020 to 1,600,000 by 2030. It also assumes that the whole life cost of an electric vehicle is comparable to an internal combustion powered vehicle by 2015 (ref: “Investigation into the Scope for the Transport Sector to Switch to Electric Vehicles and Plug-in Hybrid Vehicles” produced jointly by Department for Business Enterprise and Regulatory Reform (BERR) and the Department for Transport (DfT) 2008).

3.10 EV charging is a developing technology and the Council will seek to ensure that connection points are installed in line with emerging technical requirements. Standardised connections will be used wherever possible. With continuing development in technology, it is expected that wired charging will eventually be replaced by passive wireless charging which allows to vehicles to park over a pad buried beneath the surface. The Council will expect new installations to be passive when this method of charging becomes cost effective for general use.

3.11 There are currently three speeds for electric vehicle charging – trickle, fast and rapid. Trickle charging is currently the only method that uses standardised plugs and sockets. Trickle charging is therefore likely to be the most common method of charging in future. The standards set out below for residential developments are set at a higher level than the other uses due to the duration of charge needed and the ease at which low cost trickle charging points can be integrated into new housing developments. However, commercial land uses such as offices can give rise to long periods of stay making EV charging viable and for some large mixed-use developments, economies of scale may also allow the viable provision of fast and rapid charging.

Residential Development	
Single Dwellings:	1 Trickle charging point per dwelling
Flats/Apartments	20% of available spaces to be fitted with a trickle charging point
Commercial Development	
Individual developments requiring a Travel Plan:	5% of available spaces to be fitted with a trickle charging point.
Large Commercial/ Mixed Use Development requiring a Travel Plan:	3% of available spaces to be fitted with a trickle charging point, plus 2% of available spaces to be fitted with a fast charging point*.
Major Commercial Mixed Use Development:	On individual merit

*** Where non-standard charging plugs are impractical, trickle charging points may be used depending upon the land use.**

Parking Standards for Residential Parking

Locational Characteristics	Town Centre/ Edge of Centre	Suburban
1 bed residential unit	1 space per unit	1 space per unit (a)
2 bed residential unit	1.5 space per unit	1.5 space per unit (a)
3 bed residential unit	2 space per unit	2 space per unit (a)
4 + bed residential unit	2 space per unit	2 space per unit (a)

- a. Where space permits, it may be appropriate to consider provision for visitors
- b. Allocated or unallocated parking may be acceptable where appropriate.
- c. Unallocated parking should be available only to the proposed development.
- d. Garages, open carports and/or car barns are acceptable subject to good design (please see the Design and Character SPD for advice). It is acknowledged that in certain locations garages may be used for purposes other than parking.

3.12 Minimum Cycle Parking Levels

Cycle parking should be designed and provided in accordance with the appropriate government guidance. Current guidance suggests that such parking should be undercover, lit, secure, adequately signed and as close to the destination as possible (within 20m).

Use Class	Minimum Standard
A1 Retail	
Food Retail	1 space per 350m ² (out of centre) 1 space per 125m ² (town/local centre)
Non- food retail	1 space per 1500m ² (out of centre) with minimum 4 spaces 1 space per 300m ² (town/ local centre)
Garden Centre (can also be classed under sui generic)	1 space per 300 m ² (min 2 spaces)
All other retail uses	Individual Assessment
A4 Food and drink	
Restaurants, snack bars and café's. For sale & consumption on the premises (if located beyond Town Centre locations)	1 space per 20 seats (min 2 spaces), town centre parking not necessarily required
A4 Drinking establishments	
Public houses, wine bars or other drinking establishments but not nightclubs (if located beyond Town Centre locations)	1 space per 100m ² (min 2 spaces), town centre parking not necessarily required
A5 Hot Food Takeaways	
For sale & consumption of hot food off the premises (if located beyond Town Centre locations)	1 space per 50m ² (min 2 spaces), town centre parking not necessarily required
B1 Business	
Offices	1 space per 125m ² (min 2 spaces)
Research & development/light industry	1 space per 250m ² (min 2 spaces)
B2 General Industrial	1 space per 500m ² (min 2 spaces)
B8 Storage or distribution (inc. open air storage)	1 space per 500m ² (min 2 spaces)
C1 Hotels/Guest houses	Individual Assessment

C2 Residential Institutions	
Care homes/Nursing homes	Individual Assessment
Hospitals	Individual Assessment
Residential colleges	1 space per 2 students 1 space per 2 staff
Training Centres	Individual Assessment
C3 Dwelling houses (family houses, up to 6 residents living as a single household, including households where care is provided)	
Flats/ houses without garages or gardens: 1 & 2 bedroom unit 3 or more bedroom unit	1 space 2 spaces See the Elmbridge Design and Character SPD for further advice on bike storage
D1 Non-residential institutions	
Day Nurseries/Crèche	1 space per 5 staff plus minimum 2 spaces
Doctor's practices	1 space per 2 consulting rooms minimum 2 spaces
Dentist's practices	1 space per 2 consulting rooms minimum 2 spaces
Veterinary practices	1 space per 2 consulting rooms minimum 2 spaces
Libraries, museums and art galleries	Individual Assessment
Public halls licensed for entertainment, unlicensed youth and community centres and Scout huts etc	Individual Assessment
Places of worship	Individual Assessment
School and colleges	School Travel Plan required, to incorporate a site specific cycle strategy
D2 Assembly and leisure	Individual Assessment
Sui Generis and all other uses not mentioned above	Individual Assessment

Appendix 2: Heritage Assets (DM12 - Heritage)

3.13 The Borough's heritage assets include:

i. Listed Buildings

Approximately 750 buildings in Elmbridge are statutorily listed by the Department for Culture, Media and Sport as being of special architectural or historic interest, and are graded according to their importance.

ii. Conservation Areas

Statutory areas defined by national planning legislation as having special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. There are currently 24 designated conservation areas within the Borough, which cover more than 1800 properties.

23 of the 24 conservation areas have conservation area Designation Statements. Character Appraisals and Management Plans (CAMPs) have been prepared for 9 conservation areas

Walton

1. Walton Riverside, CAMP endorsed in April 2013
2. Walton Bridge/Church Street, CAMP endorsed in April 2013

Weybridge

3. Weybridge Town Centre, CAMP published December 2006
4. Monument Green, Weybridge, CAMP published December 2006
5. Brooklands, Weybridge
6. Wey Navigation

Hersham

7. Whiteley Village, CAMP published 2012
8. Hersham

East Molesey

9. Bridge Road, East Molesey, CAMP published April 2006
10. Old Village, East Molesey, CAMP published April 2006

11. East Molesey (Kent Town) Conservation Area, CAMP published December 2011

Thames Ditton, Long Ditton, Hinchley Wood and Weston Green

12. Thames Ditton, CAMP published October 2009
13. Giggs Hill Green, CAMP published October 2009
14. Long Ditton
15. Weston Green

Esher

16. Esher Town Centre, CAMP published February 2008
17. West End, Esher

Cobham, Oxshott, Stoke D'Abernon and Cobham Downside

18. Cobham Area
19. Cobham Plough Corner
20. The Tilt, Cobham
21. Downside, Cobham
22. Stoke D'Abernon, Cobham

Claygate

23. Foley Estate, Claygate
24. Claygate Village

iii. Parks and Gardens of Special Historic Interest

Sites on the Historic Parks and Gardens Register prepared by English Heritage in Elmbridge include:

1. Claremont (Grade I)
2. Painshill (Grade I)
3. Oatlands Park (Grade II)

iv. **Scheduled Ancient Monuments (SAM) and County Sites of Archaeological Importance (CSAI)**

Archaeological remains of national importance that have special protection under the Ancient Monuments and Archaeological Areas Act 1979. The following archaeological sites in Elmbridge have been identified as of national importance and are given statutory protection, many of which are also designated as County Sites of Archaeological Importance by Surrey County Council⁴⁴. These are:

- i. Large Multivallate fort on St George's Hill (SAM and CSAI)
- ii. The White Lady, Milestone, junction of Portsmouth Road and Station Road (SAM only)
- iii. Brooklands motor track (SAM and CSAI)
- iv. Site of Oatlands Palace (SAM and CSAI)
- v. Late Roman bath house at Chatley Farm (SAM and CSAI)
- vi. The Belvedere, Claremont (SAM and CSAI)
- vii. Chatley Semaphore Tower (CSAI only, structure is now a listed building)

v. **Areas of High Archaeological Potential**

Sites that are based on information contained in the Surrey County Council's Sites and Monuments record where there is evidence for the existence of archaeological remains from maps and previous finds.

vi. **Locally Listed buildings and assets**

Although non-designated these are of local significance and provide a positive contribution to the Borough's historic environment, there are approximately 350 buildings and a number of other assets are in the process of being identified.

44.[Sites covered by both designations may have a different boundary to each other, with the CSAI boundary often extending beyond the SAM boundary.]

Appendix 3: Views and Landmarks (DM20 - Open space and views)

3.14 Twenty key landmarks and seven strategic views are identified and listed in Core Strategy policy CS14 - Green Infrastructure and on the Policies Map. Descriptions for the views are as follows:

i. **River Thames meadowlands from St Mary's Church, Hampton**

Vista lines, also identified in the Thames Landscape Strategy, emanate from St Mary's Church (Key Landmark 1) and Garrick's Temple dedicated to Shakespeare (Key Landmark 2), within the London Borough of Richmond upon Thames, and continue south-east to the spire of St Paul's Church, East Molesey (Key Landmark 3). The view includes mature trees along Hurst Road, Molesey extends across open riverside lands including areas of vegetation within Hurst Meadows District Park, Garrick's Ait and the River Thames.

ii. **Surrey Hills from Hampton Court**

This vista line, identified in the Thames Landscape Strategy, emanates from Hampton Court Palace (Key Landmark 5) and the Privy Garden, a Grade I listed building and a Scheduled Ancient Monument of international significance within the London Borough of Richmond upon Thames, and continues due south across the River Thames to the semi natural, riverside banks of Albany Reach and sports facilities at Ditton Field. The view is interrupted by a line of Lombardy poplars with glimpses beyond of the distant Surrey Hills on the skyline.

iii. **Talman vista from Hampton Court towards Surbiton Water Treatment Works**

This vista line, also identified in the Thames Landscape Strategy, emanates from Hampton Court Palace (Key Landmark 5), within the London Borough of Richmond upon Thames, and continues south-east following an avenue of lime trees within the Royal Park grounds over the River Thames and its settling basins terminating at the Seething Wells Pumping Station, a Grade II listed building (Key Landmark 6).

iv. **Broadwater Farm and Thames floodplain from the Terrace, at the Oatlands Park Hotel**

A mostly rural, panoramic, view to the north-west from the terrace of the Oatlands Park Hotel (Key Landmark 9) of open farmland within the Thames floodplain. The view includes trees on the slope of the river terrace within the hotel grounds, and parkland trees around the Broadwater Lake in the foreground. Beyond are farm buildings in the middle distance, and far views of high rise buildings at Sunbury

Cross and the Grandstand at Kempton Park which are within the Borough of Spelthorne.

v. **Valley of the River Mole from The Ledges at Esher**

There is a wide panoramic view from the public footpaths along the Ledges, Esher. In the foreground there are glimpsed views of open arable land with associated farm buildings from the steep, wooded slopes of the river terrace and in the background there are further wooded slopes. Even though pylons traverse the area, it is considered that the views merits protection. Glimpsed views can be seen of Whiteley Village (Key Landmark 17) and the American Community School due west; Hersham Parish Church (Key Landmark 13) and the residential properties of Hersham due north-west; and Hersham Air Products, the Hersham Centre and Paul Vanson Court, Hersham due north.

vi. **Winey Hill from Telegraph Hill, Hinchley Wood**

There is a wide panoramic view to the south-east, although restricted by tree growth, from the public footpaths at Telegraph Hill, Hinchley Wood. In the foreground there are glimpsed views of open arable land and Claygate Village and in the background views of Ruxley Towers (Key Landmark 16), and the vegetation at Winey Hill, which is within the Royal Borough of Kingston upon Thames.

vii. **Dorking Gap from Oxshott Heath**

Panoramic view due south and south-east of the North Downs, bisected by the Dorking Gap and including the spire of Ranmore Church within the District of Mole Valley approximately 10 miles distant. The view in the foreground is of the open heathland and woodland of Oxshott Heath with limited visibility of the residential properties of Oxshott.

Appendix 4: Schedule of replaced policies from the Replacement Elmbridge Borough Local Plan 2000

REBLP 2000 Policy	Superseded by DM policy
GEN7: Mixed use development schemes	DM3 - Mixed uses
GEN11: Comprehensive development	DM4 - Comprehensive development
GRB1: Definition of Green Belt boundary	DM17 - Green Belt (development of new buildings)
GRB5: Extension/replacement of a dwelling in the Green Belt	DM18 - Green Belt (development of existing buildings)
GRB15: The protection and retention of existing woodland	DM21 - Nature conservation and biodiversity
GRB17: Built development for outdoor sport in the Green Belt	DM17 - Green Belt (development of new buildings)
GRB19: Equestrian centres	DM19 - Horse-related uses and development
GRB20: Stables and loose boxes	DM19 - Horse-related uses and development
GRB27: Development of land adjoining the Green Belt	DM17 - Green Belt (development of new buildings)
HSG8: Loss of residential accommodation	DM10 - Housing
HSG12: Conversion of existing units to form larger or smaller dwellings	DM10 - Housing
HSG15: Ancillary residential accommodation	DM10 - Housing
HSG16: Design and layout of residential development	DM2 - Design and amenity
HSG18: Development of land located to the rear of existing residential properties	DM10 - Housing
HSG19: Garaging and car parking	DM7 - Access and parking
HSG20: Extensions and alterations to existing dwellings	DM2 - Design and amenity
HSG23: Non residential development in residential areas	DM2 - Design and amenity
ELE5: Employment development and residential amenity	DM2 - Design and amenity
ELE8: Working from a dwelling	DM11 - Employment

STC10: Takeaway hot food shops, cafés, restaurants etc	DM14 - Evening economy
STC11: Vehicle hire premises	DM14 - Evening economy
ENV2: Standard of design	DM2 - Design and amenity
ENV3: Safe and secure environments	DM2 - Design and amenity
ENV5: External staircases	DM2 - Design and amenity
ENV8: Partial demolition of sites	DM4 - Comprehensive development
ENV9: Provision of domestic recycling facilities	DM8 - Refuse and recycling
ENV11: Landscape considerations in the development process	DM6 - Landscape and trees
ENV12: Retention of trees on development sites	DM6 - Landscape and trees
ENV21: Light pollution	DM5 - Pollution
ENV22: Floodlighting	DM5 - Pollution
ENV25: Commercial Telecommunications Development	DM16 - Telecommunications
ENV27: Strategic views and key landmarks	DM20 - Open space and views
ENV28: Strategic Open Urban Land	DM20 - Open space and views
ENV31: Development affecting internationally designated sites	DM21 - Nature conservation and biodiversity
ENV32: Development affecting nationally designated sites	DM21 - Nature conservation and biodiversity
ENV33: Development affecting locally designated sites	DM21 - Nature conservation and biodiversity
HEN5: Advertisements on a listed building	DM15 - Advertisements, shopfronts and signage
HEN8: Locally listed buildings and features	DM12 - Heritage
HEN11: Development within conservation areas	DM12 - Heritage
HEN13: Shopfronts within a conservation area	DM15 - Advertisements, shopfronts and signage
HEN14: Blinds or canopies in a conservation area	DM15 - Advertisements, shopfronts and signage
HEN16: Areas of archaeological importance	DM12 - Heritage
HEN17: Development within areas of high archaeological potential	DM12 - Heritage
HEN18: Parks and gardens of special historic interest	DM12 - Heritage
RTT2: Development within or conspicuous from the Thames Policy Area	DM13 - Riverside development and uses
RTT3: Loss of riverside uses and features	DM13 - Riverside development and uses

RTT6: Land adjacent to the River Thames	DM13 - Riverside development and uses
RTT7: Riverside development	DM13 - Riverside development and uses
RTT8: Public access to the riverside	DM22 - Recreational uses of waterways
RTT9: Hire bases for motorised craft	DM22 - Recreational uses of waterways
RTT10: Permanent mooring of houseboats	DM22 - Recreational uses of waterways
RTT11: Recreational opportunities	DM22 - Recreational uses of waterways
RTT12: Recreational use of reservoirs	DM22 - Recreational uses of waterways
LER7: Footpath and bridleways	DM19 - Horse-related uses and development
LER9: Horse rides	DM19 - Horse-related uses and development
LER12: Arts and cultural facilities	DM9 - Social and community facilities
COM3: Provision of health service facilities	DM9 - Social and community facilities
COM4: Provision of educational facilities	DM9 - Social and community facilities
COM5: Provision of day nursery and childcare facilities	DM9 - Social and community facilities
MOV2: The movement implications of development	DM7 - Access and parking
MOV4: Traffic impact of development proposals	DM7 - Access and parking
MOV6: Off street parking	DM7 - Access and parking
MOV7: Servicing facilities	DM7 - Access and parking
MOV10: Cycling facilities	DM7 - Access and parking
MOV13: Loss of station car parking	DM7 - Access and parking
MOV19: Public off street parking	DM7 - Access and parking

Appendix 5: Schedule of deleted policies from the Replacement Elmbridge Borough Local Plan 2000

REBLP Policy	Reason for deletion
GRB4: Countryside management	Not a 'development management' policy
GRB23: Brooklands College major developed site in the Green Belt	To Settlement ID Plans
GRB25: Plotland areas	Designation removed
HSG4: Major allocated housing sites	To Settlement ID Plans
HSG17: Special low density areas	To Settlement ID Plans and in Design & Character SPD
ENV6: Provision of environmental art through development	To Settlement ID Plans
ENV10: Environmental improvement schemes	To Settlement ID Plans
HEN9: Designation and review of conservation areas	Not a 'development management' policy. This will be included in the future Heritage Strategy
RTT13: Environmental improvement schemes for the Thames and tributaries	To Settlement ID Plans
LER2: New parks and extensions to parks	To Settlement ID Plans
LER4: Residential development and public outdoor playing space and facilities provision	Dealt with adequately by Core Strategy policy CS14 - Green Infrastructure, which requires public on-site facilities on schemes over 50 dwellings, where appropriate
LER14: Hotels, guest houses, bed and breakfast accommodation	Dealt with adequately by Core Strategy policy CS24 - Hotels & Tourism and will be subject to generic DM policies on design and parking
LER15: Camping and caravan sites	Policy rarely, if ever, used and other policies can cover its provisions (eg Green Belt, landscape and access)
MOV15: Development generating or attracting HGVs	Dealt with adequately by Core Strategy policy on Travel and Accessibility- CS25

MOV17: Major highway proposal – Walton Bridge	Project completed
MOV20: Motorway service area proposals	Project completed
MOV22: Wellington Way and Sopwith Drive, Brooklands	Not a 'development management' policy