



APPENDIX to the SEA POST-ADOPTION STATEMENT SHETLAND ISLANDS COUNCIL

INTERIM PLANNING POLICY (~~DRAFT~~)

TOWARDS SUSTAINABLE CONSTRUCTION AND BETTER DESIGN IN SHETLAND

Location, design and amenity guidance and policy
for Housing and Other Development in Shetland



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TOWARDS SUSTAINABLE CONSTRUCTION AND BETTER DESIGN IN SHETLAND

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Designing Places : A Policy Statement for Scotland (2001)

Six qualities at the heart of good design:

distinctiveness

a distinct character and identity

safe and pleasant

public places are well looked after

easy to get to and move around

easy to reach, especially on foot

welcoming

occupants and visitors feel at ease

adaptable

have the capacity to cope with change

resource efficient

promote the sustainable use of resources

“Development designed to make the most of its setting in the landscape is likely to avoid today’s common failing of looking and feeling as though it could be anywhere.

In rural locations sensitive location and design is needed to avoid urban sprawl ribbon development, new buildings on obtrusive sites, incongruous materials and house styles more characteristic of suburban than rural areas.

It is vitally important that Council’s set out the priorities on design and the physical form of development, explaining how these priorities are distinctly different from those of other places.”

1. Introduction

- 1.1 The Scottish Government’s most recent Scottish Planning Policy (SPP) guidance (October 2008) identifies six core principles, which underpin the new legislative framework for Planning In Scotland, one of which states that:

*“There should be a clear focus on the **quality of outcomes** with due attention given to considerations of the sustainable use of land, good design and the protection and enhancement of the built and natural environment.*

- 1.2 *Designing Places (2001)* states clearly that the planning process has a role to play in ensuring that new housing is well designed and responds to its context. The siting and design of new housing should consider its setting, whether urban or rural, and the relationship with the landscape in which it is located, as well as topography, local materials, character, appearance and ecology. This does not mean that existing characteristics should simply be recreated in pastiche, nor does it prevent innovative design. The process of site selection and design should include consideration of the type of development that can be achieved, based on a sound appraisal such as masterplanning or the preparation of a design statement.
- 1.3 The principles of good design and place-making should underpin new housing proposals and aim to create places with a distinct character and

identity. They should have connection with the movement and settlement patterns of the wider area and seek to reduce the impacts of climate change. These considerations are relevant at each stage of the design process in order to achieve high quality or mixed-use development.

- 1.4 Planning Advice Note (PAN) 67 *Housing Quality (2003)* aims to raise the design standard of new housing and provides detailed guidance on the creation of successful places, taking the principles and objectives within *Designing Places (2001)* and indicating how they should be applied to new housing developments. Planning cannot prescribe good architecture or guarantee successful places, but it can create the conditions that make them more likely. Every development should be part of a place with a distinct identity and with a mix of uses.

Five aspects of the built form which help to deliver a successful place:

- 1.5 Sustainable communities should provide high quality, affordable homes for all sectors of the community, with opportunities for the creation of jobs, provision of education and the other services necessary to enable high standards of living, cultural identity and creation of environments which encourage healthy and active living. They should fit well in the local landscape, maximise the opportunities of the location and be fully integrated with both public transport and active transport networks, such as footpaths and cycle routes, rather than being dependent on the car. They should make a significant contribution to reducing emissions of carbon dioxide..

layout
landscape
scale and mix
details and materials
maintenance

Not a list of requirements
but **possibilities.**

- 1.6 In the past, poor design (lack of character, identity or variety) has led to many homes looking as if they could be anywhere. Standard house types and inappropriate materials, inadequate attention given to separate and attractive pedestrian links and the relationship of housing to the wider landscape and useable open space hardly considered. The progression of piecemeal development has often resulted in overdevelopment, cramming and an increase in parking problems.

- 1.7 This Interim Planning Policy recognises the importance of climate change and seeks to limit contributions to carbon emissions and promote the delivery of long term sustainability. It is also intended to achieve Government objectives relating to design, by providing detailed information on the implementation of policy in respect of design and density, building on local character and distinctiveness in the Shetland context. It advocates a design led approach for decision making and is underpinned by a suite of best practice guides prepared by the Development Plans Team to help guide housing development:

The Shetland House

Guidance for Housing Development in Shetland

Housing & Colour

Guidance on using Colour in Shetland

Towards Sustainable Construction

Guidance on Sustainable Design and Construction for Dwellinghouses and Other Buildings

Towards Better Design

Guidance on Design

Renewable Energy Technologies

Guidance for Householders

Reducing Carbon Emissions in New Development

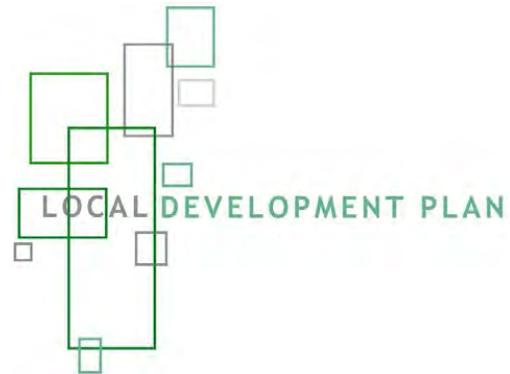
Guidance for developers on how to meet the requirements of reducing CO₂ emissions beyond the 2007 Building Regulations Carbon Dioxide Emissions Standard

Masterplan Development Handbook

Guidance on the step by step process towards achieving sustainable communities for developers, community groups and individuals

Design Statements

A good practice guide for those submitting design statements in support of a planning application



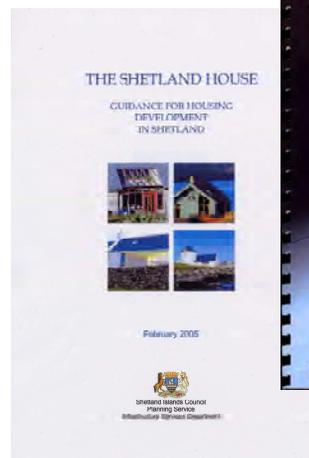
1.8 Structure of this Document:

Designing a Successful Place : sets out national objectives and how they relate to our own design principles in Shetland

The Design Process : identifies the design process, how to assess local character and identity and the importance of design statements

Submitting a Planning Application : what a typical package might comprise

Shetland Islands Council : Policies for the Built Environment : sets out the policies which will guide decision making (draft)



Status

Although this Interim Planning Policy is not itself part of the statutory plan (Shetland Structure Plan 2000 and Shetland Local Plan 2004) it supplements but does not replace these Plans and responds to Scottish Government objectives contained within:

<i>SPP</i>	<i>Scottish Planning Policy (2008)</i>
<i>SPP3</i>	<i>Planning for Housing (Revised 2008)</i>
<i>SPP6</i>	<i>Renewable Energy (2007)</i>
<i>SPP20</i>	<i>Role of Architecture and Design Scotland (2005)</i>
<i>PAN 45</i>	<i>Planning for Micro-Renewables (2006)</i>
<i>PAN 67</i>	<i>Housing Quality (2003)</i>
<i>PAN 68</i>	<i>Design Statements (2003)</i>
<i>PAN 72</i>	<i>Housing in the Countryside (2005)</i>
<i>PAN 76</i>	<i>Residential Streets (2005)</i>
<i>PAN 83</i>	<i>Masterplanning (2008)</i>
<i>PAN 84</i>	<i>Reducing Carbon Emissions in New Development (2008)</i>

(all of which have been published since the adoption of the statutory plan) and provides the detailed interpretation of the following Structure Plan Policies:

<i>SP GDS1</i>	<i>Sustainable Development</i>
<i>SP GDS3</i>	<i>Existing Settlements</i>
<i>SP GDS4</i>	<i>Natural and Built Environment</i>
<i>SP GDS5</i>	<i>Social Inclusion</i>
<i>SP NE1</i>	<i>Design</i>
<i>SP BE3</i>	<i>Regeneration of Existing Settlements</i>
<i>SP ENG5</i>	<i>Minimisation of Energy Consumption</i>

Following adoption by the Shetland Islands Council this Interim Planning Policy will be the latest statement of Council Policy with regard to location and design and will therefore be a material consideration for all developments.

Designing a Successful Place

- 2.1 Development designed to make the most of its setting in the landscape is likely to avoid today's common failing of looking and feeling as though it could be anywhere. Inappropriate developments, however small, can have large impacts. Sensitive location and design is needed to avoid urban sprawl, ribbon development, new buildings on obtrusive sites, incongruous materials and house styles more characteristic of suburban than rural areas.
- 2.2 The physical form of a development can enhance or detract from the qualities of a place and support or undermine the intended uses. There are a wealth of opportunities for achieving good design, but too often, opportunities are wasted.
- 2.3 Design is a material consideration for all applications for planning permission and a local authority may refuse an application on design issues alone and defend the decision on appeal. The Scottish Government are placing great emphasis on design and believe it has a central role in delivering sustainable and social communities. *Designing Places (2001)* identifies the six qualities that make a successful place and which are integral to the Government's design related policy documents. PAN 67 *Housing Quality* encourages a design process which seeks to address these aims from the outset of a project. The planning system and the consideration of planning applications are considered the means to delivering these qualities and aims.
- 2.4 The Shetland Islands Council consider that the best way to meet these objectives is to develop a clear vision for design in Shetland that addresses and integrates each of the qualities and objectives of designing a successful place. The following pages take each national objective and using our own design guidance (*Shetland House, Housing and Colour, Towards Sustainable Construction and Towards Better Design*) translates them into design guidance for Shetland.



Quality : Identity

objectives

Development should respond to the character and local distinctiveness of site context.

The character and context of any development is created by the locally distinctive patterns and form of development, landscape and biodiversity. These elements are often built up over a considerable time and create its *sense of place*.

Development should not simply replace the character and context of the surrounding area, but respond to it. If the context to a development has been compromised by an earlier stage of development it should not be seen as a reason to perpetuate what has been done before.

design guidance : Shetland

- ❑ ensure the vision for the site responds to an appraisal of the character and context – be able to describe what sort of place the development will become and how it will relate to the surrounding physical, historical and cultural context;
- ❑ decide whether to directly reference existing character or design to create a new identity that complements it;
- ❑ identify the best and most successful parts of nearby areas and see whether it is appropriate to adopt a similar pattern of built form;
- ❑ design buildings in groups rather than on their own and respect mass, scale and height;
- ❑ design car parking spaces and their relationship with the buildings to avoid car orientated frontages;
- ❑ use plants and material that contributes to biodiversity and grows and thrives locally;
- ❑ use local skills and expertise to ensure that the development is in keeping with local character (eg walls)

Justification

Adoption of this objective ensures that Shetland's unique local distinctiveness and identity in terms of landscape and townscape plays a central role in determining patterns of development. Simple issues such as building setback, size of plot, building height or verticality are often overlooked, yet modern materials and construction methods, can be entirely in-keeping with character and context.

Quality : Safe & Pleasant Places

objectives

Ensure high quality and safe roads and spaces for all members of society.

The public realm is the space that is accessible physically and visually to the public. In residential developments it includes the roads, green spaces, open spaces and playgrounds. These are meeting places and it is vital that the development is pleasant and sociable to live in.

design guidance : Shetland

- ❑ plan the public realm as an integral part of the development and not just as an add-on;
- ❑ agree with the planning authority how much public open space is required and design it as a positive part of the development;
- ❑ design to provide clear definition between public, semi-public and private spaces;
- ❑ design public spaces with a purpose – spaces which are *left over* after development rarely add to the character of the area;
- ❑ use a limited palette of simple, robust hard wearing and preferably natural materials for hard landscape areas;
- ❑ create simple, well enclosed spaces with simple, well designed street furniture to minimise visual clutter, physical obstruction and avoid anti-social behaviour;
- ❑ carefully consider the scale and form of key roads.

Justification

It is common practice for residential development within Shetland to be designed around the road network with little attention paid to creating interesting, pleasant and safe places. Priority should be redirected from the needs of the car to include all road users, including pedestrians and cyclists. Well designed public places, whether they are footpaths, parks or open spaces need to provide linkage between different places, spaces and buildings. It is essential that road design and public spaces are integrated with the landscape and building design in order to ensure vitality, safety and ease of movement for all.

Quality : Ease of Movement

objectives

Create development layouts that are accessible to all in society, make links into surrounding areas, create new links where necessary and ensure that it is easy to get from A to B within a development.

Design places that *connect* with each other and are easy to move through putting people before traffic and integrating land uses and transport.

Create a hierarchy of roads and spaces within a development.

Ensure good access to public transport where available.

design guidance : Shetland

- ❑ ensure a collaborative design approach in which vehicular, pedestrian and cycle linkages are designed in conjunction with the design for the site;
- ❑ design to connect with adjacent places and communities
- ❑ design patterns of development to enable the new development to mesh with existing patterns of development
- ❑ tie the development into the existing pattern of landscape and roads so that it is contiguous with the existing urban or rural fabric.
- ❑ develop a hierarchy of roads making some roads more significant than others and linking the principal roads to the main road network;
- ❑ encourage slow traffic speeds to ensure that roads and spaces are comfortable for pedestrians and cyclists, through the arrangement of buildings, roads and spaces, rather than engineered traffic calming solutions.

Justification

Interconnectivity, accessibility and ease of movement have not been a major focus in Shetland developments. The delivery of sustainable development will require a focus on locating larger residential developments within existing settlements and connectivity with surrounding communities and services will be paramount.

Quality : Sense of Welcome

objectives

Buildings should be designed so that their occupants and visitors feel at ease.

design guidance : Shetland

- ❑ ensure that the development will feel part of the community in which it is based;
- ❑ ensure that it is a *good neighbour* to the surrounding environment;
- ❑ ensure that the public face of the development (main street or entrance) is well laid out and welcoming;
- ❑ ensure that the gradients of roads and pathways are accessible by all.

Justification

Designing communities where occupants and visitors feel safe and at ease ensures those communities thrive through social wellbeing and occupants do not feel isolated and at risk.

Quality : Adaptability

objectives

Buildings and spaces should be designed so that they are flexible and adaptable and can be used for a variety of uses over time.

Wherever possible there should be a mix of uses, tenures, variety and choice of properties and places.

design guidance : Shetland

- ❑ consider whether there are opportunities to provide other uses, in addition to residential, that will make the development more self contained, reducing the need for car use; and/or provide facilities and services that will make the local area more sustainable;
- ❑ mix uses vertically as well as horizontally (eg consider residential or above ground floor office use or the provision of live-work units);
- ❑ provide a mix of tenures and property types within larger developments to encourage the development of a diverse community;
- ❑ pepper-pot affordable housing with private housing so that it is not distinguishable by its design;
- ❑ where character and identity are appropriate design high density development with a good mix to create a diverse, thriving community and reduced impact on green field land
- ❑ planned open space should be designed to be flexible and capable of being used for a variety of uses over its lifetime;

Justification

Buildings within both the Lerwick and Scalloway Conservation Areas are classic examples of buildings and spaces which have adapted over their lifetime maintaining the longevity and sustainability of the centres of which they are part. Modern buildings have the capacity for similar longevity and those located within settlement centres should be capable of being adapted to meet the requirements of different users in the future.

Quality : Good Use of Resources

objectives

Development should be designed to integrate with, protect and enhance the natural features of the site.

Development should use land efficiently and provide appropriate density of use/population that supports public transport and commercial and community services.

Buildings and landscape should minimise resource use in their construction, operation and maintenance.

design guidance : Shetland

- ❑ ensure high quality design solutions that complement or contribute to landscape character
- ❑ use higher densities positively to define spaces and main streets in accessible areas or around concentrations of services/facilities;
- ❑ always consider the re-use of existing buildings where feasible and recycle existing materials gained from demolition and site clearance;
- ❑ design for passive energy, considering the orientation of buildings to create the correct balance of shade and solar gain, optimal levels of insulation, use of natural ventilation and window size to achieve appropriate thermal mass and air tightness;
- ❑ consider the use of materials that are durable, sustainably produced; selecting where possible locally sourced materials;
- ❑ larger developments should incorporate low-carbon heating systems and renewable energy installations designed as part of the infrastructure from the outset;
- ❑ design buildings and external spaces to provide space for effective recycling and composting facilities.

Justification

The delivery of sustainable development and the efficient use of resources is at the heart of Shetland Islands Council Corporate Plan and the Council's long term priorities and targets aims to conserve and where possible improve the quality of life and the environment.

3. The Design Process

- 3.1 Without a logical, comprehensive and inclusive design process it will be virtually impossible to achieve good design and energy efficiency. Shetland Islands Council expect anyone proposing residential development to describe the design process followed in a design statement which should accompany most applications (see paragraph 3.17).
- 3.2 Developers and designers must also understand the planning policy context within which they are working and in particular should consider:
- national policy and guidance
 - development plan policies in the Development Plan;
 - other interim planning policy and/or supplementary planning guidance;
 - advice from statutory consultees; and
 - any legal and planning constraints (rights of way, listed buildings, conservation areas etc.).
- 3.3 A design **must** evolve from an evaluation of the site and its context, a process that will often involve the local community. Successful places will always be designed and planned with a view to how the proposal will integrate land use, transport and the natural environment. The best solution for one site is unlikely to be appropriate elsewhere. Each site must be considered on its own merits.
- 3.4 The extent of the design process will depend on the size of the development site and type of development proposed. The Masterplan process **set out in PAN 84 (Masterplanning)** should be used for large-scale housing developments and where mixed use developments are proposed. The Council's best practice guide *Masterplan Development Handbook* sets out the components of a spatial Masterplan and the step by step process towards achieving sustainable communities. Smaller scale housing developments should follow a similar comprehensive process, albeit in a simpler form, the process being described in a design statement submitted in support of the application. The Council's guidance *Design Statements Handbook* is a best practice guide to the process of Design Statements.

Undertaking a Site Appraisal

- 3.5 To adequately address each design objective, certain characteristics of context and site need to be identified and responded to by the designer. Generally these should include:
- the history and pattern of growth
 - ~~the natural features of the site~~
 - the natural features of the site, such as watercourses
 - the social and economic profile
 - patterns of movement and the location of local facilities and services;
 - site constraints and opportunities (including topography and existing buildings)

3.56 This list is a prompt only and is not exhaustive. The key issues for each area or site need to be considered on a case by case basis. **Good design depends on a thorough understanding of the site or area.** An appraisal can help identify the assets of an area, strengths, weaknesses and key constraints.

3.67 The extent, sensitivity and significance of natural heritage assets should be assessed in detail. There is a duty to protect and enhance biodiversity and the appraisal should consider, where necessary, policy objectives and legislation such as the European Protected Species Act. Constraints in terms of safeguarded areas, infrastructure provision, potential for flood risk, etc. must also be identified at this early stage of the process.

Undertaking a Policy Review

3.78 Any appraisal must include a review of all current planning policy and best practice guidance relative to the site. The developer should be able to demonstrate how the various policies and guidance have been considered and how these have shaped the proposed development. Development proposals cannot be seen in isolation to other frameworks and reviews currently being undertaken by the Council, e.g. Capacity Studies and Frameworks, Housing Needs Assessment and the Local Development Plan Review.

Assessing Local Character and Identity

3.89 Local character and identity are intrinsically linked with:

- the historic growth of the area;
- the pattern of the built form;
- the materials used for building; and
- the relationship of the built form to the topography of the area.

3.910 With over 15 inhabited islands and an area of 567 square miles, it is difficult to identify broad definitions which indicate local distinctiveness.

3.101 However, it is possible to identify six **broad** area types within Shetland, which may act as a **starting point** in an analysis of character and identity.

Within each of these areas it will still be necessary to assess the individual qualities that define that particular area and how those qualities might be affected

The Council wish to see developers establishing an identity led approach to new development design in order to create new developments of a quality, which reflect and respond to their location.

by a development proposal.

Area Type		Distinguishing Characteristics	
Principal Town and Commercial Port	Lerwick	<ul style="list-style-type: none"> • mixed uses – residential, commercial and industrial • tight urban style development at centre and on fringes • historic centre with large number of listed buildings • wide diversity of residential types – terraced houses, flats above shops, social and affordable housing, large and small scale private housing • well served by public transport • organised road layout and pattern • on street parking in town centre • high density in centre • up to 4 storey building height in centre • minimum garden space in town centre • formalised open space 	
Principal Settlements	Scalloway, Brae, Sandwick	<ul style="list-style-type: none"> • Scalloway: urban style high density development in centre, lower densities at outer, historic centre and listed buildings • Brae and Sandwick: wide settlement area, with individual settlement groupings and open space, some high density at centre of groupings with historic reasons for established centres <p>All:</p> <ul style="list-style-type: none"> • mixed uses – residential commercial and industrial • diversity of residential types – private housing, social and affordable housing, terrace, semi-detached and detached housing • well served by public transport • organised road layout and pattern • generally off street parking • 1 and 2 storey building height • outside centre good size garden space • formal and informal open space • may have historic centre and listed buildings 	

Area Type		Distinguishing Characteristics	
Established Settlements	e.g., Cunningsburgh, Levenwick, Walls, Weisdale Hamnavoe, Symbister, Baltasound, Mid Yell, Voe	<ul style="list-style-type: none"> • mixed uses – residential and small scale commercial and industrial • may have historic reasons for established centre • high density, close related development but not urban style • diversity of residential types but mainly private housing • mainly semi-detached and detached housing • served by public transport • no overall road pattern • generally off street parking • 1 and 2 storey building height • good size garden spaces • formal and informal open space 	
Residential Settlements	e.g. Gulberwick, Tingwall, Quarff,	<ul style="list-style-type: none"> • mainly residential • mainly private housing, small number of social and affordable housing • mainly detached housing • relatively high density groups of housing – clustered and ribbon development • 1 and 2 storey building height • little formal open space • no overall road pattern • pressure areas for development, including speculative development 	

Area Type		Distinguishing Characteristics	
<p>Scattered Settlements</p>	<p>e.g. North Mainland, West Mainland, Dunrossness</p>	<ul style="list-style-type: none"> • residential and agricultural • mainly private housing • detached housing • 1 and 1½ storey building height • wide open spaces between developments • poorly served by public transport, predominantly car travel • no overall road pattern 	
<p>Open Countryside</p>	<p>e.g. North Mainland, West Mainland</p>	<ul style="list-style-type: none"> • sparsely populated and generally uninhabited areas • small scale detached housing serving agricultural use • poorly served by public transport, predominant car travel 	

Visioning/Rationale

3.142 Having established the key elements of local context, policy, character and constraints, the next stage in the process is to develop a vision. A *vision* describes clearly the special role and distinctive character that the development is seeking to achieve. It is not the same as a design, it is the idea behind the design and should precede design development, but should be informed by the assessment of the character and identity of the area within which the development will be located. Visioning/rationale is the essential link between the site and context appraisal and the design principles.

3.123 A key issue at the vision stage is to be inclusive and depending on the nature and scale of the development the engagement of community and key stakeholders may be central to the success of the development in terms of implementation.

Design Development and Refinement

3.134 Design development will involve considering how each design and sustainability objective can be achieved on the site. Ideally, developers should discuss the results of their site and context appraisal and initial vision with the planning authority prior to commencing the detailed design of the development.

3.145 Drawing up a set of design principles is an essential part of the process of design development. The aim is to set out the main criteria that the design will need to achieve. Design principles will evolve from the client's brief, the policy review, the site and context appraisal and the designer's creativity.

3.156 The principles can usefully be agreed during pre-application discussions between the applicant and planning officers. The final design statement should indicate how the design principles would meet development plan policy and how any conflict between the principles has been resolved in the design itself.

3.167 The design process is likely to involve exploring more than one design option. Options should be tested against the project objectives and the design principles. The design solution must be clear and comprehensive, with a level of detail appropriate to the scale and complexity of the development.

Site/context appraisal and design principles should not be used to justify a pre-determined design.

3.178 Movement and accessibility are generally considered the key to creating sustainable communities. Initial stages of design development should focus on identifying the kinds of roads and streets and the level of accessibility and density that is appropriate to achieving the vision/rationale.

This is not a road design but a movement framework.

A linked system of spaces creates the foundations for a robust, diverse and sustainable spatial structure. Consideration must be given to a hierarchy of routes, whether within a town, a settlement or development site. It is also critical that the design of any road or street is considered in terms of the need to accommodate or provide a link to public transport services. New development has the opportunity to improve and encourage the use of cycling and walking as sustainable modes of transport. Improved street and road design, which caters for the needs of cyclists, is one important ingredient in achieving this objective.

Many housing layouts have become dominated by the technical and engineering requirements of road design.

We need to change our approach towards street design in new developments if we are to realise our ambitions to produce better quality, more attractive and safe residential environments.

PAN 76 : Designing Streets

3.189 The next stage is to define the key aspects of form:

Buildings ie layout and elevations
scale, mix, height and massing details
materials
energy efficiency

Movement ie accessibility and well connected routes
road hierarchy
parking
traffic speed and security
street furniture and materials
access to public transport
cycling and walking routes
utilities and services

Open Space i.e. landscape strategy
retained and new planting
biodiversity and sustainability (SuDS)
maintenance
public open space and play space



Design Statements

3.1920 Design is a material consideration in determining planning applications and in *Designing Places* published in November 2001, the Scottish Government set out its expectations of the planning system to deliver high standards of design in development and redevelopment projects.

3.201 A design statement can be prepared for large or small scale developments and should set out the design principles which determine the design and layout of the development proposals. A design statement enables the applicant to explain why the selected design solution is the most suitable for the site. A building may be good architecturally, but if it is inappropriate for its context it may not contribute to a quality place.

3.242 Ideally, a design statement could potentially be submitted with every application, no matter how small. There are however certain types of sites or developments where Shetland Islands Council expect a design statement to be submitted in support of an application:

- developments of three houses or more;
- large scale non-residential development; or
- where design is a particular issue (e.g. within a Conservation Area, Listed Building, etc.)

3.223 Even where a formal design statement is not a requirement, applicants should still have a clear and logical design philosophy, which could be explained, if required. The Council consider that all residential development, even a single dwellinghouse, should be designed with reference to its context and to a sound design rationale. The Scottish Government are placing far greater emphasis on the requirement for Design Statements and it is expected that future guidance and advice may well formalise their requirement for all applications.

3.234 In presenting a design statement the applicant should choose the most effective form of presentation, as the contents of a design statement will vary according to the nature of the development and the site's characteristics. The level of detail necessary will need to be proportionate to the scale and complexity of the proposal. The Statement need not be elaborate. It can be a short document (one or two pages) which sets out the principles on which the development is based and explains the design solution. Suggestions for text and illustrations are set out in PAN 68 *Design Statements* (2003).

A design statement should explain and illustrate the design principles and design concept of the proposed layout; landscape; scale and mix; details and materials; and maintenance.

It should show as briefly as necessary how these will help to achieve the qualities in *Designing Places*

PAN 67 : Housing Quality

3.245 Text should be short and describe the process undertaken. Illustrations will play a key role in getting the message across. Illustrations must be easy to interpret, clearly related to the text, and may consist, for instance, of a combination of photographs, sketches, figure/ground diagrams (showing built and un-built space), photomontages, concept diagrams and computer based images. The scale and format of the images will depend on the required level of detail.

3.256 A Design Statement is also an opportunity to demonstrate energy efficiency requirements particularly in terms of location, siting and building design.

Design & Access Statements Explained

ISBN 978-0-7277-3440-2

A superb guide which explains what design and access statements are for, how to go about preparing them and how to use them. Encourages good practice and innovation rather than a prescribed tick box

Pointers:

- show your thinking and the rationale of the approach – tell the story, not just in words but in diagrams
- identify clearly the vision/rationale
- include relevant details only
- use pictures effectively

Avoid

- describing without explaining
- including too much detail
- over-emphasising technical information and under-emphasising the creation of place
- writing in jargon
- including irrelevant illustrations
- including developer marketing
- promoting development that is undeliverable
- using the process to post rationalise a pre-determined design.

Do

- demonstrate that the development proposal is part of a design process and not a scheme in isolation
- consider the wider context and environment
- incorporate the principles of designing a successful place



Submitting the Planning Application

3.267 The requirements for submitting a planning application will vary from application to application, but for medium to large-scale applications, typically more than five dwellinghouses, we suggest that the planning application package might comprise:

Plans of Existing Site Location Plan
 Site Plan
 Important Features – Trees/Existing Buildings etc.

Proposal Drawings Layout plans showing surrounding area/built form
 Elevations/Floor Plans
 Road and Drainage Plans
Surface Water and Foul Water-Drainage Plan
 Sections showing relationship of height/space for
 new and existing buildings
 Landscaping and Open Space

Documentation: Design Statement identifying:

- design principles and design concept
- how these are reflected in the location, layout, density, scale, detailed design and landscape
- how the design relates to its site and context
- how the development will meet the design objectives of Shetland Islands Council development plan policies and supplementary planning guidance

Energy Statement¹ demonstrating how the developer:

- intends to incorporate the use of renewable resources
- propose to minimise the use of non-renewable resources
- how the design minimises energy demand
- demonstrate how the proposed technologies suitably address the energy demand

Drainage Statement giving details of:

- proposals for the disposal of foul and surface water
- where relevant a Flood Risk Assessment, where it has been determined that flooding may occurFlood Risk Assessment, where it has been determined that there may be a risk of flooding

¹ where the cumulative total floor space exceeds 500 sq.m.

Design Appraisal

3.278 This Interim Planning Policy sets out the design objectives that should be taken into account by anyone proposing a new residential or mixed development. Following receipt of an application for planning permission the planning authority will undertake a design appraisal of the proposal, which will involve:

- assessing whether the proposal/design statement includes a clear and appropriate vision/design concept which relates to the site appraisal process;
- and
- assessing how well the development proposal addresses each of the relevant design objectives.



INTERIM PLANNING POLICY

TOWARDS SUSTAINABLE CONSTRUCTION AND BETTER DESIGN IN SHETLAND

Strategic Policies



Policy LDP 1 All Development : General

All new development proposals will require to satisfy essential development requirements relating to:

- location
- design
- access and parking
- waste management
- foul and sustainable drainage schemes; and
- amenity

and any other policy criteria relative to the development being proposed.

New Policy

Justification:

There is a statutory requirement to contribute to sustainable development and SPP1 : *The Planning System* highlights the need to incorporate sustainable development into the development plan process.

Enabling sustainable development requires co-ordinated action, combining economic competitiveness and social justice with environmental quality. The planning system is important as a means of integrating policies and decision making through its influence over the location of development and other ways in which the land is used. Planning decisions should favour the most sustainable option, promoting development that safeguards and enhances the long-term needs of the economy, society and the environment. All relevant issues must be considered together before a decision is made, looking at long-term implications as well as short-term effects.

This general development policy, together with those which follow ensures that sustainable development is delivered in a fair, concise and consistent manner, promoting development but protecting our environment, built heritage and the amenity of those, or adjacent uses, affected by the development proposals.

*Policy conforms to: SPP1 : The Planning System
Design Qualities*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House*

Policy LDP 2 All Development : Layout and Design

All new development shall be designed to respect and/or respond to the character and local distinctiveness of the site context. In addition, larger scale developments by way of layout, landscape, scale and details and materials shall make a positive contribution to:

- maintaining identity and character
- ensuring a safe and pleasant space
- ensuring ease of movement
- a sense of welcome
- long term adaptability; and
- good use of resources

For developments of:

- three houses or more;
- large scale non-residential development, or
- where design is a particular issue

Shetland Islands Council expect any valid planning application and/or application for consent to be supported by a design statement explaining the principles on which a development is based.

Where:

- in the formulation of development plans, specific sites or areas are identified that require a masterplan, or
- where a structured and integrated framework for growth is required, or
- where the cumulative effect of many small developments may be significant and have an impact on the landscape or the setting of a settlement and on local biodiversity

developers shall prepare a Spatial Masterplan and Implementation Strategy which explains how the site will be developed and how it will achieve the intended vision for the area/locality.

Justification:

Good design brings many benefits –a diverse mix of uses and housing types, increased values and reduced energy consumption. Most importantly it can lead to a better quality of life for everyone and ensure thriving and successful communities.

Design is a material consideration in determining planning applications and in *Designing Places (2001)* the Scottish Government set out its expectations of the planning system to deliver high standards of design in development and redevelopment projects. Respecting and/or responding to site context ensures that Shetland's unique local distinctiveness and identity in terms of landscape and townscape plays a central role in determining patterns of development

Development should be sited in order to harmonise with the key features of the surrounding area with particular attention being made to massing, form and design details particularly within sensitive areas such as Conservation Areas, the National Scenic Area, Historic Landscapes and where the setting of Listed Buildings and Scheduled Ancient Monuments may be affected.

The use of masterplanning and design statements are tools to achieving an inclusive design process. The extent of the design process will depend on the size of the development site and type of development proposed.

The Masterplan process should be used for large scale housing developments and where mixed use developments are proposed. The Council's best practice guide *Masterplan Development Handbook* sets out the step by step process towards achieving sustainable communities.

Smaller scale housing developments should follow a similar comprehensive process, albeit in a simpler form, the process being described in a design statement submitted in support of the application. The Council's guidance *Design Statements Handbook* is a best practice guide to the process of Design Statements.

Legislation will prescribe those developments where a design statement is required to be submitted to accompany a valid application, but in cases where it is not a legislative requirement, the Council will expect applicants to submit a design statement in support of their application in order to assist in the assessment of the proposed development.

Even where a design statement is not a requirement, applicants should still have a clear and logical design philosophy which could be explained, if required.

The submission of multiple single house applications to avoid the need to comply with this policy will not be accepted (see policy SPG27).

*Policy conforms to: SPP3 Planning for Housing
PAN 67 Housing Quality
PAN 68 Design Statements
PAN 72 Housing in the Countryside
PAN 76 Residential Streets
PAN 83 Masterplanning
Design Qualities*

*Policy supports:
SIC Priorities & Targets*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House
Reducing Carbon Emissions
Masterplan Development Handbook
Design Statements*



**Policy LDP 3
All Development : Location**

New residential, commercial, cultural, educational and community developments will be encouraged in or adjacent to existing settlements that have basic services in order to enhance their viability and vitality.

Isolated development in the open countryside will be discouraged.

Justification:

The Council, in partnership with others, has committed substantial resources to providing public assets in, or adjacent to, existing settlements. In order to build on this record of public investment new development in Shetland needs to be concentrated on existing settlements that have developed a range of neighbourhood facilities.

This is necessary not only to ensure the continued viability and vitality of the existing settlements, but in order to provide the framework to deliver sustainable development.

The future vitality and viability of Shetland's rural communities also depends on the economy of Lerwick, Shetland's main town and principal port. This makes it vital, therefore, that Lerwick's economic and service base is not allowed to decline, otherwise the decline of Shetland's rural areas may be exacerbated.

Structure Plan Policy GDS3

*Policy conforms to: SPP1 The Planning System
SPP3 Planning for Housing
PAN 67 Housing Quality
Design Qualities*

*Policy supports
SIC Corporate Plan 2008-2011
SIC Priorities & Targets*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Masterplan Development Handbook
Design Statements*

Policy LDP 4 All Housing Development : Location

The Council will seek to maintain the viability and vitality of existing settlements.

The established housing zones for new housing development will:

- in zone 1, encourage new houses in areas where facilities and services are present, including previously developed land within existing settlements
- in zone 2, favourably consider new houses particularly in areas of population decline and instability
- in zone 3 favourably consider new houses which strengthen and reinforce existing building groups
- in zone 4, strictly control new houses in the open countryside.

In all zones, applications for new houses, including the conversion of redundant buildings and the bringing back into use of abandoned dwellings, will need to meet all the criteria relating to new housing development.

Structure Plan Policy HOU2

Justification:

The established housing zones (see Appendix 1) will continue to set the pattern for new development in Shetland until the Local Development Plan Review identifies any new emerging policies and criteria.

In the past the majority of planning applications for new houses in Shetland has been single dwellings. However, applications for small housing developments are rising and are particularly prevalent in the main settlement areas and the pressure around Lerwick.

With an average annual rate of housing completions of 82 it is imperative that there is a clear and consistent approach to determining planning applications for new houses throughout Shetland. Following the legislative requirement in the Planning Etc. (Scotland) Act 2006 for planning policies to deliver sustainable development, a review of the Council's development plans (Structure Plan and Local Plan) will be required. This will include the current housing zone policy.

The current zoning policy is unlikely to meet the requirements of current national legislation and objectives and any review and subsequent policy adoption will require to ensure that the majority of new houses are built in areas where facilities and services are present.

*Supporting Guidance:
Shetland House
Towards Better Design
Towards Sustainable Construction
Masterplan Development Handbook
Design Statements*

Policy LDP 5 All Development : Historic Built Environment

There will be a presumption against any development proposal that would destroy or have any adverse effect on the following built heritage resources of Shetland:

- Scheduled Monuments and their setting;
- ~~b~~Buildings ~~and the setting of buildings listed as being of~~ Special Architectural or Historic interest and ~~their setting~~;
- Conservation Areas and their setting;
- ~~archaeological sites and their setting~~;
- historic gardens and designated landscapes included on the Inventory;
- other sites and areas of ~~significant~~ archaeological, architectural or historic interest and their settings.

Structure Plan Policy SPBE1 (~~legislation~~
~~amended~~(~~amended~~))

J

Justification:

Shetland enjoys a rich heritage of buildings that form a vital part of the unique character of the Islands.

Historic buildings, ancient monuments and archaeological sites in all their variety of function, shape and appearance are visible reminders of the past representing as they do, the social, economic and cultural history of Shetland. They are also able to bring economic benefits from tourism and preservation of traditional building and craft skills. With appropriate interpretation they also provide an invaluable educational resource that once lost can never be replaced.

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 places a general duty on the Council to have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest. ~~This duty relates to listed buildings and conservation areas.~~In Conservation Areas the Council should pay special attention to the desirability of preserving or enhancing the character or appearance of the area.

Scheduled monuments are protected under the Ancient Monuments and Archaeological Areas Act 1979.

*Policy conforms to: SPP1 The Planning System
PAN 47 Archaeology
Design Qualities*

*Policy supports:
SIC Corporate Plan 2008-2011*

Policy LDP 6
All Development : Energy Efficiency

All new development proposals shall seek to minimise energy consumption by making efficient use of resources by way of location, siting and building design in order to reduce overall total energy demand and CO² emissions.

Structure Plan Policy ENG5

Justification:

There are significant opportunities for making efficient use of resources in every development provided this is undertaken from an early stage in the design of the development. Buildings consume natural resources during construction, refurbishment and demolition, but their greatest impact is the energy they use in operation: a major factor in our global environmental impact, accounting for 34% of our total energy consumption and 33% of our greenhouse gas emissions.²

Orientation of buildings to maximise solar gain will reduce energy demand. In addition shelter from the elements can be afforded by landform, trees and other buildings which will reduce exposure and loss of energy. Location of developments to a variety of uses, such as retail, leisure and transport links will encourage people to walk, cycle and use public transport rather than the car. Sensitive design can ensure that the layout of any building results in south-facing habitable rooms and the significant opportunities for the use of sustainable construction products and/or the re-use of recycled materials

Sustainability is at the heart of the Council's Corporate Plan (2008-2011) and emphasis is placed on energy efficiency and the re-use of materials. Planning has a role to play in ensuring a contribution to the Community Planning priority of, by 2011, to have reduced CO² emissions in Shetland by 6%.³

*Policy conforms to: SPP3 Planning for Housing
SPP6 Renewable Energy
PAN 84 Reducing Carbon Emissions
Design Qualities*

*Policy supports:
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design*

² Choosing our Future: Scotland's Sustainable Development Strategy 2005

³ Shetland Islands Council Corporate Plan 2008-2011

Policy LDP 7
All Development : Development
below the 5-metre contour at risk
from flooding

The Council will adopt the precautionary principle when considering development applications at coastal sites or in other areas which may be at risk from flooding.

Proposals to build below the 5-metre contour (5 metres above MHWS) ~~will not normally be approved unless there are overriding reasons to do so. Or in other areas shown to be at risk of flooding, (including an allowance for climate change), will not be approved unless they meet the exemptions outlined in national planning policy.~~

In respect of the provision of new coastal housing by new building or by the conversion of existing non-residential property, the solum of the house should not be less than 5 metres above MHWS, unless it can connect to an existing public sewer.

All development proposals where the site lies below the 5-metre contour (5 metres above MHWS) or in other areas thought to be at risk from flooding require to be accompanied by a detailed assessment of flood risk which demonstrates that ~~there is no strong likelihood of flooding, or satisfactory flood precautions are incorporated into the development, the development can comply with Scottish planning policy.~~ Where there is any doubt the precautionary principle will apply.

Structure Plan Policy CST1 (amended)
Local Plan Policy LPHOU4

Justification:

Globally it is likely that sea levels will rise significantly over the next hundred years and that storms will become more severe. Around Shetland a sea level rise of 0.8 – 0.9 metres is predicted and there could be serious consequences for established coastal settlements. The Council will not approve new development at low ground levels near to the coast where there is a significant risk of future inundation or erosion.

The Planning Service has continued to administer the analysis of the reported incidents of flooding which illustrates that the most common source of flooding was historically inundation by the sea. Analysis of the reported incidents in the current period illustrates that coastal inundation is still an issue but the majority of incidents are the result of heavy rainfall. Coastal flooding events occur when an unusually high tide affects low lying property and the worst effects result when the high tide coincides with a storm. Again, climate change predictions state that such events will occur more often and become more severe.

A study undertaken in 2003 predicts the scenario for Shetland in the future still forms important background research on which Development Plan policies relating to flooding and climate change are based.⁴ Practical application of these findings vindicates the requirement for the submission of a Flood Risk Assessment (including an additional

⁴ 5th Biennial Flood Report

allowance for climate change above the
0.5% probability, in support of any
planning application for proposed
development below the 5m
contour, or in areas shown to be at risk
from flooding. The results of the Flood
Risk Assessment will be used to
determine whether the development is
acceptable on flood risk grounds.

*Policy conforms to: SPP1 The Planning System
NPPG13 Coastal Planning
PAN 69 Flooding*

*Policy supports:
Corporate Plan 2008-2011
Supporting Guidance:
Towards Sustainable Construction*



INTERIM PLANNING POLICY

TOWARDS SUSTAINABLE CONSTRUCTION AND BETTER DESIGN IN SHETLAND

Detailed Policies



All Development : Layout and Design

Cont'd

Policy SPG 1 All Development : Layout and Design

The Council will require developers and their agents to produce and execute a high standard of appropriate design in accordance with the design principles set out in the Supplementary Planning Guidance Qualities 1 – 6 to ensure that new developments are sympathetic to the landscape and built environment of which they will form a part.

In particular:

Siting: the development shall be sited to reflect and complement the key features and characteristics of the surrounding area.

Layout and Density: the development layout and density shall effectively integrate with the urban or countryside setting of the development and endeavour through appropriate landscaping to enhance local biodiversity. Proposals with inappropriate layouts or densities, including over-development of sites shall be resisted.

Design: the development shall be designed to reflect and complement the style, pattern and density of the surrounding area. Particular attention shall be made to massing, form and design details particularly within sensitive locations such as Conservation Areas, Historic Gardens and Designed Landscapes and Archaeologically Sensitive Areas and the settings of listed buildings and Scheduled Ancient Monuments.

Justification

Development which is designed to make the most of its setting in the landscape and which is sympathetic to the surrounding built environment will ensure that Shetland's unique local distinctiveness and identity in terms of landscape and the built environment plays a central role in determining patterns of development.

Establishing an identity led approach to new development design will create new developments of a quality which reflect and respond to their location. Each particular area within Shetland has its own individual qualities that define that particular area and the Council wish to see new development reflecting or responding to those individual qualities.

The delivery of sustainable development and the efficient use of resources is at the heart of the Council's long term priorities and targets and the Council aims to conserve and where possible improve the quality of life and the environment.

Additionally, redirecting the needs of the car to include all road users will ensure the safety and ease of movement for all.

Cont'd

Use of Materials and Colour: the development shall utilise materials and colour which reflect or sensitively harmonise with those used in the surrounding built environment and which emphasise the local identity of the surrounding area and the distinctiveness of Shetland

Access: the development shall be served by access and road and path layouts which are safe and which make links into surrounding areas, creating new links where necessary.

Use of Resources: the development shall use land efficiently and should minimise resource use in construction, operation and maintenance.

Opportunities to minimise waste and encourage sustainable waste management should be taken. Energy efficient design and sustainable building practice is strongly encouraged.

*Policy conforms to: SPP3 Planning for Housing
SPP6 Renewable Energy
PAN 44 New Housing & Landscape
PAN 45 Planning for Micro-Renewables
PAN 67 Housing Quality
PAN 72 Housing in the Countryside
Designing Places
Design Priorities*

*Policy supports: Policy LDP 2
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House*

SPNE1 Amended

All Development : Energy Efficiency

**Policy SPG 2
All Development
Energy Efficiency/Conservation**

All types of development shall incorporate energy efficiency best practice measures in their design, layout and orientation.

All proposals for the development of uses that consume energy should include renewable energy facilities and/or energy saving technologies ~~wherever possible~~.

New Policy

Justification

Reducing carbon emissions and contributing to climate change, will often comprise a combination of demand reduction, efficient supply and renewable energy. The energy efficiency of a building is a critical part of this combination.

Reducing the energy demand of a building or group of buildings through passive design techniques (such as massing, daylighting or form) will generally present a sound basis for implementing low and zero-carbon technologies cost effectively.

In urban locations opportunities for reducing energy use can be made from transport as well as from developments themselves. Higher densities are often ideal for the development of community heat systems. Roof mounted technologies such as solar may be more suited to urban areas. In more rural areas, densities are likely to be low and there is greater potential for building integrated renewables given the high solar and wind access.

How and what sustainable energy technologies are incorporated into a development will depend on the overall scale of the development. The competing aims of maximising value for money, while achieving environmental objectives, requires a diverse range of approaches and technologies.

*Policy conforms to: SPP6 Renewable Energy
PAN 84 Reducing Carbon Emissions
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance
Towards Sustainable Construction
Towards Better Design*

Policy SPG 3
All Development : Reducing Carbon Emissions in New Development

All new developments where the cumulative total of floor space exceeds 500 sq.m. require to incorporate on-site zero and/or low carbon equipment or methods contributing at least an extra 15% reduction in CO₂ emissions beyond the 2007 Building Regulations Carbon Dioxide Emissions Standard.

Applicants should consider how to meet the requirements of this guidance at an early stage of planning. An energy statement will be required to be submitted with the planning application outlining the methods to be taken to meet the requirements of this guidance.

In order to demonstrate that the requirements of this policy are being met the following information must be submitted as a supporting document to the planning application:

For dwellings: The Government's Standard Assessment Procedure for Energy Rating (SAP 2005) should be undertaken.

For all other developments: The Simplified Building Energy Model (SBEM) should be undertaken.

Justification

National policy regarding renewable energy is determined by SPP6. Paragraph 36 of SPP6 sets a target for the provision of on-site low carbon and renewable sources of energy in new developments. The target is at least an extra 15% reduction in carbon dioxide emissions beyond the 2007 Building Standards Carbon Dioxide Emissions Standard and this standard is to apply to all future applications proposing development with a total cumulative floor space of 500 sq.m. metres or more.

The submission of multiple single house applications to avoid the need to comply with this policy will not be accepted (see policy SPG27).

More information can be obtained within the Council's Guidance Note: Reducing Carbon Emissions in New Development.

*Policy conforms to: SPP6 Renewable Energy
PAN 84 Reducing Carbon Emissions
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Reducing Carbon Emissions in
New Development*

Policy SPG 4
All Development : Reducing Carbon Emissions in New Development

(SPG3) Technical Constraints

In the event that technical constraints exist and the development cannot meet the 15% reduction in CO₂ emissions beyond the 2007 Building Regulations Carbon Dioxide Emissions Standard, the applicant must demonstrate that all practical methods to meet the requirements have been investigated.

Provision of equivalent carbon savings elsewhere in the area will apply where the planning authority agrees that sufficient justification has been provided. This may involve the installation of equipment on another site or building or offsetting (e.g. by planting trees). The amount of carbon emissions to be provided will be 15% of the 2007 Building Regulations CO₂ emissions standard for the application site. Alternative provision may be secured by a Section 75 Agreement.

Financial considerations on their own do not constitute a technical constraint.

Justification:

It will be exceptional to find that all types of low zero carbon equipment are technically constrained on a site, however, there may be situations where space is limited or locations restrict particular emissions (air quality management areas). Other material considerations such as built heritage designations may require to be considered. The provision of alternative provision will however ensure that every development is contributing to carbon emission reduction and meets the targets specified by SPP6.

*Policy conforms to: SPP6 Renewable Energy
PAN 84 Reducing Carbon Emissions
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Reducing Carbon Emissions in
New Development*

Policy SPG 5
All Development : Reducing Carbon Emissions in New Development

(SPG3) Installation of Zero or Low Carbon Development Equipment

Planning application submissions should clearly identify the zero or low carbon development equipment or methods being incorporated to meet the 15% reduction in CO₂ emissions beyond the 2007 Building Regulations Carbon Dioxide Emissions Standard.

The siting, location and operation of individual equipment must comply with the Shetland Islands Council policies relating to amenity and safety.

Justification:

Whilst encouraging and supporting micro-generation proposals on existing buildings that address the target requirements, proposals must satisfactorily address the Council's environmental, amenity and safety safeguards within existing development plan policies.

*Policy conforms to: SPP6 Renewable Energy
PAN 84 Reducing Carbon Emissions
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Reducing Carbon Emissions in
New Development*

**Policy SPG 6
Housing Development
Domestic ~~Aerogenerators~~Wind
turbines**

Proposals for domestic ~~aerogenerators~~wind turbines will be permitted provided that the following criteria are met:

Visual and Landscape Impact: the development does not have an unacceptable impact on the character and appearance of the landscape.

In particular:

- visually: the size of the hub height and blade diameter as well as the design and colour of the turbine determine the appearance of the turbine. The Council will seek to ensure that proposed aerogenerators have the minimum of visual impact, taking into account the building the ~~aerogenerator~~wind turbine will serve.
- proportionately: the ~~aerogenerator~~wind turbine should be the correct size and scale for its location and should not unnecessarily dominate nearby buildings or landscape features.
- functionally: the proposed ~~aerogenerator~~wind turbine should be related to the energy requirements of the dwellinghouse. The Council may seek justification of the choice of a particular ~~aerogenerator~~wind turbine.

Amenity Impact: the development does not have a demonstrable adverse effect upon local residents or occupiers of neighbouring land by reason of visual impact, noise, shadow flicker or safety.

In particular:

noise: in cases where it is considered that a proposal may give rise to a noise

nuisance, applicants will be required to

Cont'd

Justification

The Council continues to encourage the use of domestic renewable energy because such developments contribute to lower CO₂ emissions and to the development of an island economy less dependent on fossil fuels.

The Council believes that a domestic ~~aerogenerator~~wind turbines should be the correct size for its proposed location and should not unnecessarily dominate nearby buildings or the landscape. For this reason domestic ~~aerogenerators~~wind turbines will be permitted provided they do not result in unacceptable harm to the landscape, visual amenity and designated or protected sites, or interfere with the amenities enjoyed by neighbours or landowners.

Applicants are advised to contact the Council's Environmental Health Service at an early stage when considering a development, to ascertain whether a noise assessment will be required.

The safety issues surrounding domestic ~~aerogenerators~~wind turbines should be assessed in advance of an application being submitted and will be taken into consideration when an application is being determined. Damage to people, property or animals is unlikely but it is a potential risk and must be considered.

Developers are required to contact their local electricity supply company, if the ~~aerogenerator~~wind turbine is to be constructed near live overhead lines (less than 9 metres away). They should also check for utilities or underground services prior to any excavation on the site.

The Council's Road Service will be consulted where the proposed siting of

a domestic aerogenerator as the potential to distract drivers. Their technical advice will be used when assessing the application.

Interim Policy Approved October 2004 Reworded

Cont'd

provide a noise assessment, which will be taken into consideration when processing the planning application.

- shadow flicker: the Council will assess the potential effects of shadow flicker on properties within 10 blade diameters. This assessment will take into account the position of the proposed turbine and the orientation of window openings of dwellings that fall within the criteria

Electromagnetic Interference: if electromagnetic disturbance is likely to be caused to any existing transmitting or receiving systems by the development, the proposal includes measures to remedy, or satisfactorily mitigate, any disturbance.

Road Safety: the development would not significantly increase the risk of driver distraction.

Designated Sites: the development does not have an unacceptable impact or significant adverse effect on:

- biodiversity;
- the underlying objectives and overall integrity of notified areas, including National Scenic Areas, Sites of Special Scientific Interest, Special Protection Areas and Special Areas of Conservation;
- the integrity or character of Listed Buildings, Conservation Areas, Historic Gardens or Designed Landscapes

The proposal does not conflict with any other development plan policy.

*Policy conforms to: SPP6 Renewable Energy
PAN 45 Annex Planning for
Micro-Renewables
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Renewable Energy Technologies*

Policy SPG 7

All Development

**~~Aerogenerators~~Wind turbines :
Community and Non-Domestic
~~Aerogenerators~~Wind turbines**

Provided the policy requirements of SPG6 are met:

- the Council will support in principle ~~aerogenerators~~wind turbines that directly benefit a community or community resource, for example a housing association, a village hall or a school.
- the Council will also support in principle proposals for non-domestic ~~aerogenerators~~wind turbines, for example those serving businesses and non-domestic properties.

Justification

The Council wishes to encourage ~~aerogenerators~~wind turbines that have a direct and measurable community benefit for non-commercial and non-profit organisations. The Council also encourages the use of renewables for business premises and non-domestic property. However, proposals should be sited and designed to have minimal impacts upon landscape, residents, landowners, notified sites and listed buildings.

This policy will be applied to applications for community ~~aerogenerators~~wind turbines that may be eligible to receive funding from the Scottish Community Renewables Initiative.

Interim Policy Approved October 2004 (reworded)

*Policy conforms to: SPP6 Renewable Energy
PAN 45 Annex Planning for
Micro-Renewables
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Renewable Energy Technologies*

**Policy SPG 8
All Development
Photovoltaic/Solar**

The use of solar or photovoltaic energy panels or units will be permitted, provided the following criteria are met:

- the installation does not unacceptably harm the setting or appearance of the associated building;
- the development will not have a significant adverse effect upon the integrity or character of designated sites, Listed Buildings, Conservation Areas, Scheduled Ancient Monuments, Historic Gardens or Designed Landscapes;
- the proposal does not unacceptably affect local residential amenity;
- the installation does not have an unacceptable impact on the character or appearance of an area;
- the proposal does not conflict with any other development plan policy.

Justification

The Council wishes to encourage the use of all types of domestic renewable energy. Accordingly, solar panels and photovoltaic tiles will be permitted on buildings, or on land adjacent to buildings, where there are no adverse effects upon the appearance or character of the building, residential amenity and designated sites.

*Policy conforms to: SPP6 Renewable Energy
PAN 45 Annex Planning for
Micro-Renewables
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Renewable Energy Technologies*

Interim Policy Approved October 2004

**Policy SPG 9
All Development
Heat Pumps (Ground and Air
Source)**

The use of heat pumps will be permitted, provided the following criteria are met:

- the installation does not unacceptably harm the setting or appearance of the associated building;
- the development will not have a significant adverse effect upon the integrity or character of designated sites, Listed Buildings, Conservation Areas, Scheduled Ancient Monuments, Historic Gardens or Designed Landscapes;
- the proposal does not affect soil quality, water quality or local biodiversity;
- the proposal does not unacceptably affect local residential amenity;
- the installation does not have an unacceptable impact on the character or appearance of an area;
- the proposal does not conflict with any other development plan policy.

Justification

The Council wishes to encourage the use of all types of domestic renewable energy. Accordingly, heat pumps will be permitted on buildings, or within land adjacent to buildings, where there are no adverse effects upon the appearance or character of the building, residential amenity and designated sites.

*Policy conforms to: SPP6 Renewable Energy
PAN 45 Annex Planning for
Micro-Renewables
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Renewable Energy Technologies*

New Policy

**Policy SPG 10
All Development
Hybrid Systems**

The Council will encourage the use of hybrid systems to produce renewable energy provided the following criteria are met:

- the system does not unacceptably harm the setting or appearance of the associated building;
- the system will not have a significant adverse effect upon the integrity or character of designated sites, Listed Buildings, Conservation Areas, Scheduled Ancient Monuments, Historic Gardens or Designed Landscapes;
- the proposal does not affect soil quality, water quality or local biodiversity;
- the proposal does not unacceptably affect local residential amenity;
- the system does not have an unacceptable impact on the character or appearance of an area;
- the proposal does not conflict with any other development plan policy.

Justification

Hybrid systems, such as the combination of a small-scale ~~aerogenerator~~ -wind turbines with solar panels and/or a heat pump, can provide a back-up supply of electricity when there is no wind. They can also provide an alternative method of providing energy to a dwelling or community resource.

*Policy conforms to: SPP6 Renewable Energy
PAN 45 Annex Planning for
Micro-Renewables
Design Qualities*

*Policy supports: Policy LDP 6
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Renewable Energy Technologies*

Amended Interim Policy Approved October 2004 further amended November 2009

All Development : Preservation and Re-use of Disused Buildings

Policy SPG 11 All Development Preservation and Re-use of Disused Buildings

Favourable consideration will be given to new developments or uses that would result in the sympathetic preservation or enhancement of disused buildings, particularly those of historic or architectural interest.

New uses will be approved if:

- the development meets the requirements of policy SPG 1 in terms of location, design, density, use of materials and energy efficiency
- a safe access and car parking can be provided in compliance with policy SPG 12;
- the amenity of neighbouring properties is safeguarded and avoids undue overlooking and loss of privacy;
- any proposed alteration or extension to the building respects the appearance, scale and character of the original building;
- the development meets all other relevant policy requirements for housing and other development.

Proposals for the conversion of church buildings will be unacceptable if they would disturb burial grounds.

Justification:

This policy seeks to encourage proposals which put disused buildings (including those of historic or architectural interest) to alternative uses, and to ensure that in doing so the historic or architectural integrity of the building is maintained.

Proposals also have the potential to deliver sustainability in the form of the re-use of a building which may have outlived its original function or purpose but which is still structurally sound and capable of refurbishment. However, it is essential to ensure that such proposals also ensure meet the Council's other sustainability criteria, ensuring that the use is located within a settlement area and is capable of incorporating energy efficient principles in its redesign.

*Policy conforms to: SPP1 The Planning System
Design Qualities*

Policy supports: Policy LDP2 & 3

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House
Housing & Colour*

Local Plan Policies LPBE4 & LPBE5 amended

All Development : Safety

Policy SPG 12
All Development
Access/Visibility Splay/Car Parking

All developments will require to provide:

- a safe and adequate access, visibility splay and turning area in accordance with the standards set out in Appendix 2 of this Guidance.
- adequate car parking and service facilities in accordance with the Council's current standards which are set out in Appendix 3 of this Guidance.

Local Plan Policy LPTP 12 and LPHOU4

Justification

The Council aims to ensure that developments include parking and servicing facilities appropriate to both their function and location. The Council will normally require the developer to provide full and adequate parking, including visitor and where appropriate cycle parking within the curtilage of the development, although relaxations or exemptions are available in particular circumstances, for example within Conservation Areas.

In support of sustainable living, the Government's approach to car parking standards has altered in recent years. The latest guidance on car parking focuses on maximum rather than minimum parking requirements. Shetland's traditionally dispersed settlement pattern and the lack of alternative modes of public transport fosters dependence on the private car. When considering reductions in the car parking requirements for non-residential uses, in line with current Government guidance, the following will be taken into account: public transport accessibility, opportunities for walking or cycling and the availability of on and off-street parking.

*Policy conforms to: SPP3 Planning for Housing
PAN 76 Residential Streets
Design Qualities*

Policy supports: Policy LDP 2

*Supporting Guidance:
Shetland House*

All Development : Services

Local Plan Policy LPHOU4

Policy SPG 13 All Development: Water Supply/Waste Water Disposal and Surface Water Drainage

All developments will require to provide:

- a suitable and sufficient water supply;
- suitable waste water disposal facilities in compliance with Shetland Local Plan Policies LPWD6, LPWD7 and LPWD8;
 - if the site lies within the catchment of a drainage scheme (existing or committed) connection to the scheme will be required;
 - where more than one dwellinghouse is proposed, a communal ~~septic tank~~private foul drainage arrangement or connection to an existing sewer is required.
 - Where a large housing development is proposed in a non-sewered area, the developer will be required to provide a new foul drainage facility built to Scottish Water adoptable standards.
- suitable surface water drainage facilities in compliance with Shetland Local Plan Policies LPWD11 and LPWD12.

Justification

Water and drainage services are a basic infrastructure requirement for any development.

The aim of these policies is to ensure that ~~septic tanks~~private foul drainage arrangements where permitted, are properly sited and have no adverse effects on the surrounding area, and in areas served by waste water schemes, new development is connected to the system. A further aim is that where large-scale development is proposed in unsewered areas, the developer provides foul drainage facilities, which are built to a standard acceptable to SEPA and Scottish Water and are subsequently adopted by them.

The Council is keen to ensure that sustainable surface water drainage methods (SuDS) are utilised to control pollution, surface water run off, flooding and waste.

*Policy conforms to: SPP1 The Planning System
PAN 79 Water & Drainage
PAN 61 Sustainable Urban Drainage Systems
Design Qualities*

Policy supports: Policies LDP 1 & 3

*Supporting Guidance:
Towards Sustainable Construction
Shetland House*

Housing Development : General Requirements

Policy SPG 14 General Requirements for All New Dwellinghouses (Individual and Scheme Developments)

In all zones, applications for new houses, for the conversion of a building to form a house, or the bringing back into use of an abandoned dwelling, will require to meet all of the following requirements:

- a. the site is not located within an identified local protection area (see Local Plan Policy LPNE11);
- b. the site is not less than 5m above MHWS unless it can meet the requirements of Policy LDP7;
- c. suitable services can be provided in compliance with SPG 13;
- d. the proposed development is sited and designed in compliance with SPG 1;
- e. suitable access, car parking and turning can be provided in compliance with SPG 12;
- f. the proposed development will not have a significant adverse effect on neighbouring uses;
- g. the proposed development provides, as appropriate, each unit with a minimum of 100 sq.m. of private amenity space (usually at the rear);
- h. the proposed development will not significantly harm Listed Buildings or their setting, Conservation Areas, Scheduled Ancient Monuments, sites notified as having an archaeological or nature conservation interest or landscape value;
- i. the proposed development takes the opportunity where appropriate, to enhance local biodiversity through sensitive landscape design;
- ii. the proposed development will not prejudice future mineral extraction where commercially viable reserves are known to be present;
- iii. the proposed development does not conflict with other development plan policies or supplementary planning guidance.

Local Plan Policy LPHOU4 (reworded and biodiversity added)

Justification

The general requirement criteria for all dwellings, whether by new building, rebuilding or conversion, address issues of sustainability, flooding, services, access and parking, design and amenity.

For each zone there are additional locational requirements, which take account of the need to protect good agricultural land and the open countryside and reinforce existing and desired settlement patterns.

This general development policy ensures that -sustainable development is delivered in a fair, concise and consistent manner, promoting development but protecting our environment, built heritage and the amenity of those, or adjacent uses, affected by the development proposals.

*Policy conforms to: SPP3 Planning for Housing
SPP6 Renewable Energy
PAN 67 Housing Quality
PAN 72 Housing in the Countryside
Designing Places
Design Qualities*

*Policy supports: Policies LDP 1, 2, 3, & 7
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House
Housing & Colour*

If not designed and located sensitively, even small scale schemes of three dwelling houses have the potential to conflict with

New Policy

Housing Development : Types of Development

Policy SPG 15 Housing Development : Schemes

For all proposals of three dwelling units or more, the development will require to meet the following requirements:

- in all cases accord with the criteria contained within LDP2, SPG 1, SPG14 and SPG16;
- the visual impact of traffic and associated access and parking is minimised;
- important public views are protected and where possible opportunities to create attractive new views and vistas are provided.
- The proposed development takes the opportunity, where appropriate to enhance local biodiversity through sensitive landscape design around housing or in any associated greenspace

In addition, proposals of ten dwelling units or more shall:

- provide a mix of development sizes and types and where known reflect the needs of those seeking housing in the area;
- incorporate a high standard of landscape design to include walls, enclosures, paving schemes and planting to ensure that the new development integrates into the existing landscape.

the character and site context of the area.

The Council would wish to encourage the submission of (phased) larger scale developments in appropriate areas in order to ensure that housing development progresses within a logical and comprehensive process. Without such a process it will be virtually impossible to achieve good design, energy efficiency and the delivery of sustainable development.

This Supplementary Planning Guidance sets out six objectives for designing a successful place and it is imperative that housing development schemes meet and deliver these objectives in order to ensure that our local distinctiveness and identity in terms of landscape and townscape plays a central role in determining patterns of development.

Successful communities always provide a mix of development sizes and types and with the rise of one and two person households⁵, the Council would wish to ensure that new development provides a good mix of housing development and where possible reflects the identified needs of those seeking housing.

The submission of multiple single house applications to avoid the need to comply with this policy will not be accepted (see policy SPG27).

*Policy conforms to: SPP3 Planning for Housing
SPP6 Renewable Energy
SPP20 Role of Architecture & Design Scotland
PAN 67 Housing Quality
PAN 72 Housing in the Countryside
PAN 76 Residential Streets
Design Qualities*

Justification:

⁵ Local Housing Strategy for Shetland 2004-2009

Policy supports : Policies LPD 1, 2, 3, & 7
Corporate Plan 2008-2011

Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House
Housing & Colour
Renewable Energy Technologies
Masterplan Development Handbook
Design Statements

needs of the area are provided.

Cont'd

Policy SPG 16 Housing Development : Schemes Affordable Housing

The Scottish Executive is keen to increase the supply of affordable housing. To meet this aim the Council will seek to secure affordable housing within new housing developments by agreement with private developers and the local housing agency (Hjaltland Housing Association) within the areas of need identified by the Council's Local Housing Strategy.

Affordable housing will be sought as follows:

- where a landowner/s or developer is planning to release or develop 4 or more plots for housing within the lifespan of the Local Development Plan (i.e. 5 years), the Council will promote the inclusion of a proportion of affordable housing in all proposals for residential development in line with the information derived from the Local Housing Strategy 2004-2009,

and where:

- there is an identified need for affordable housing;
- the scheme will remain economically viable;
- the need to achieve other planning objectives will not be prejudiced; and
- an appropriate mix of housing types and tenures that meet the housing

Justification

In March 2005, PAN 74 acknowledged that the planning system has an important role supporting the housing market and the development of new housing including affordable housing.

The advice note broadly defines affordable housing as "housing of reasonable quality that is affordable to people on modest incomes"

The Scottish Government set out the benchmark for affordable housing. *"The benchmark figure is that each site should contribute 25% of the total number of units as affordable housing".*

"In rural areas where the general scale of development is smaller, a lower threshold for on-site provision may be appropriate" but this would depend on the level of need identified in the LHS.

To achieve the provision of affordable housing the Council must properly justify the affordable housing requirement by means of a housing needs assessment. As such an assessment is not yet available, an interim policy, based on the Council's Local Housing Strategy has been approved, which encourages affordable housing developments where appropriate.

The submission of multiple single house applications to avoid the need to comply with this policy will not be accepted (see policy SPG27).

Cont'd

It is recognised that assessment will require to be made on a site by site basis taking account of market and site conditions. The contribution where appropriate may be in the form of land, housing units or a financial contribution.

The Council will also endeavour to provide affordable housing so that the benefits are passed on to serve the community in future years. The range of mechanisms under which this will be achieved may include, but not be limited to:

- the promotion of partnership and/or joint ventures between developers and the local Housing Association;
- the use of section 75 and other relevant agreements with landowner/s, developers and other interested parties, to ensure affordable housing is transferred to the Council or a relevant social landlord and is retained in perpetuity.

*Policy conforms to: SPP3 Planning for Housing
SPP6 Renewable Energy
PAN 67 Housing Quality
PAN 72 Housing in the Countryside
Designing Places
Design Qualities*

*Policy supports:
Policy LDP2 & 3
Corporate Plan 2008 -2011*

Interim Policy Approved July 2007

**Policy SPG 17
Housing Development
Infill & Backland Development**

Applications for housing development on infill or backland sites will be permitted if all the following criteria are met:

- the development meets the requirements of policy SPG 1 in terms of location, design, density, use of materials and energy efficiency
- a safe access and car parking can be provided in compliance with policy SPG 12;
- the amenity of neighbouring properties is safeguarded and avoids undue overlooking and loss of privacy, and loss of daylight and sunlight
- a minimum distance of 18 metres from main window to main window is maintained (25 metres in rural areas);*
- the development meets all other relevant policy requirements for housing development.

* This criteria may be relaxed in accordance with Policy SPG 22 on Overlooking

Appendix F Amended

Justification

The aim of this policy is to promote well ordered site development in existing built up areas. Infill development can be defined as development between existing buildings. An infill site is normally bounded

on at least two sides, but must have at least one open side for means of access.

Backland development can be defined as new development behind a row or group of existing houses. Access to such development is normally gained via a separate road from that serving the existing buildings, although a joint access may sometimes be possible. Backland development can provide additional housing within existing residential areas and make good use of neglected and/or unused vacant land. However, such development needs to be carefully controlled to avoid cramming, loss of open space or erosion of the privacy and amenity of existing neighbouring properties.

Planning applications for both types of development should include details that clearly indicate the siting, aspect and height of the building, the proposed and existing accesses, and a clear, scale plan of all adjacent roads and footpaths.

Particular considerations are access and car parking provision and the scale and design of the proposal which should be in harmony with the surrounding area, particularly the adjacent buildings. The amenity and privacy of neighbouring properties should also be protected.

*Policy conforms to: SPP3 Planning for Housing
SPP6 Renewable Energy
PAN 67 Housing Quality
PAN 72 Housing in the Countryside
Designing Places
Design Qualities*

*Policy supports: Policies LPD 2 & 3
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House
Housing & Colour
Renewable Energy Technologies
Design Statements*

**Policy SPG 18
Housing Development
Roadside Development**

Applications for housing development which contribute to roadside (or ribbon) development will only be permitted where:

- it can be shown that any additional access will not create a road hazard;
- the development does not lead to a proliferation of individual private accesses and the straggling of development on the periphery of settlements; and
- the development meets the requirements of policy SPG 1 in terms of location, design, density, use of materials and energy efficiency;
- a safe access and car parking can be provided in compliance with policy SPG 12;
- the development meets all other relevant policy requirements for housing development.

Appendix F amended

Justification

Lines of housing sprawling along main roads beyond settlement peripheries are to be avoided.

More private accesses means more turning movements on the main road, increasing accident potential and exposing children, pedestrians and other road users to more traffic. More compact clusters of development are encouraged by the Council's planning policy which reduces the number of new individual accesses onto the road network.

However, there may be a situation where a single individual house on the periphery of a settlement might be appropriate if it completes a settlement group and can be demonstrated that it will not create a road hazard and does not lead to the proliferation of other sprawling development on the periphery of the settlement.

*Policy conforms to: SPP3 Planning for Housing
SPP6 Renewable Energy
PAN 67 Housing Quality
PAN 72 Housing in the Countryside
Designing Places
Design Qualities*

*Policy supports: Policies LPD 2 & 3
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House
Housing & Colour
Renewable Energy Technologies
Design Statements*

Housing : Visual Amenity

**Policy SPG 19
Housing Development
Underbuilding/Excavation**

The visual impact of any underbuilding or excavation should be minimised by careful choice of siting and aspect.

Waste materials from excavations should be re-graded and landscaped on the site, or removed to an appropriately licensed site.

Appendix F reworded

Justification:

Underbuilding has a tendency to increase the impact of the building and can also add substantially to construction costs. On sloping sites, careful positioning combined with minor excavation works often provides a cheaper and more attractive design solution than underbuilding and can also give a house added shelter from prevailing winds.

If a 1½ or 2 storey house is in fact what is required, on a sloping site it should either be cut into the landscape or stepped down the hill. This will minimise both visual and physical impact.

If a basement or garage below the living accommodation is required, that accommodation should be designed into the building rather than appear as a separate element or afterthought.

The extent of any proposed underbuilding and/or areas of excavation should be clearly shown on all submitted plans

*Policy conforms to: PAN 67 Housing Quality
Design Qualities*

Policy supports: Policy LPD 2

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House*

**Policy SPG 20
Housing Development
Extensions/Garages/Outbuildings**

Extensions to buildings should not overwhelm or otherwise dominate the original building by being out of proportion or inappropriately detailed. Extensions, garages and outbuildings should;

- normally be smaller than the existing building and should be so arranged not to intrude on the main frontage;
- reflect the original character and form of the building;
- avoid the use of flat roofs;
- avoid undue overlooking, loss of privacy and loss of daylight and sunlight;
- use similar or complimentary detailing and construction as the building being extended;
- use the same or complimentary wall finishes.

Balconies which overlook any adjacent property's private space or habitable windows will not be permitted.

Extensions to listed dwellings and houses within Conservation Areas, or garages or outbuildings within the curtilage of listed dwellings or Conservation Areas should also retain the building's principal architectural features and details.

Justification:

When making changes to buildings, it is important to consider how any alterations or extensions will change the appearance of the building and affect neighbouring property.

Care needs to be taken to ensure that the design, scale and materials used are appropriate in relation to the existing house and neighbouring properties.

Alterations and extensions should be in scale and designed to reflect the character of the original dwelling house or building, so that the appearance of the building and the amenity of the surrounding area are not adversely affected. Approval will not be granted where the siting and scale of the extension significantly affects the amenity enjoyed by the occupants of adjoining properties, taking into account sunlight, daylight and privacy.

Care should also be taken not to overdevelop the site, ideally on 33% should be built upon.

*Policy conforms to: PAN 67 Housing Quality
Designing Places
Design Qualities*

Policy supports: Policy LPD 2

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House*

Appendix F

**Policy SPG 21
Housing Development
Materials & Use of Colour**

Normally all materials, external finishes and detailing will be required to be appropriate to the appearance and character of the locality. Where materials are proposed which do not reflect the predominant colours of the surrounding development and landscape, their use should not introduce an unsympathetic or disrupting effect.

Where the local identity and character of the surrounding area has been diminished by the use of inappropriate materials and colours, appropriate colours and features should be re-introduced in order to strengthen and maintain the local identity and character.

In the case of development affecting listed buildings or within Conservation Areas, materials and detailing will need to have regard to the special features of the existing traditional buildings.

Justification

New development appears less obtrusive when its colouring ties in with existing development, or in the case of isolated sites, where its colour harmonises either with the natural colour of the surrounding landscape or with the colours traditional in isolated development within that area.

Detailed guidance can be found in the Council's Design Guidance : Housing & Colour.

*Policy conforms to: PAN 67 Housing Quality
Designing Places
Design Qualities*

Policy supports: Policy LPD 2

*Supporting Guidance:
Housing & Colour
Shetland House
Towards Sustainable Construction
Towards Better Design*

LPHOU4 General Requirements for All New Dwellinghouses amended

Housing : Amenity

Policy SPG 22 Housing Development Overlooking

No main window of a habitable room (ie all rooms except bathrooms and hallways) within a dwelling shall overlook the main windows of habitable rooms in neighbouring dwellings at a distance of less than 18 metres in urban areas and 25 metres in rural areas.

Plans submitted with planning applications will be required to show the location of all adjoining properties and the exact position of their main windows.

These standards may be relaxed where the angle of view or the design of the windows allows privacy to be maintained.

Where it is considered necessary to maintain the privacy of an adjacent property a condition may be attached to a planning permission withdrawing permitted development rights to insert new window openings.

Justification

Privacy in the home is something that everyone has the right to expect, and in order to protect this basic right, new development needs to be carefully sited and designed.

The use of windows that are taller than they are wide can greatly reduce problems of overlooking, particularly in built-up areas or where the road or footpath is close to the house.

*Policy conforms to : PAN 67 Housing Quality
Design Qualities*

Policy supports: Policy LPD 2

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House*

Appendix F

**Policy SPG 23
Housing Development
Daylight & Sunlight**

New buildings or extensions should be designed to minimise the overshadowing of neighbouring properties.

Where the Planning Authority consider it necessary, developers will require to show through assessment that an unacceptable loss of sunlight and/or daylight of neighbouring properties will not occur.

Developments which are considered to affect daylight and direct sunlight to existing neighbouring properties to an unacceptable degree will not be permitted.

is very much brighter than ambient daylight.

New buildings or extensions should be designed to minimise the overshadowing of neighbouring properties. The greater part of any overshadowing caused by a new building should be confined to the applicant's own land.

The Council will generally discourage new buildings or extensions that would result in the loss of sunlight leading to overshadowing for the majority of the day.

The methods of assessment set out in the Building Research Establishment (BRE) guide *Site Layout Planning* (1991) sets empirical guidelines and methods for assessing natural light. The methods of assessment set out in the BRE guide vary in complexity, some or all of the methods may be used depending on the specific circumstances of the development. In determining planning applications a balance will be sought, particularly between the reasonable expectations of homeowners to extend their property and the effect of that development on neighbouring/adjacent properties.

Appendix F

Justification

Householders can legitimately expect a reasonable amount of direct daylight and sunlight into all or at least some living room windows and this is a basic benefit that must be protected as far as possible in order to maintain reasonable levels of household amenity.

Daylight is the volume of natural light that enters a building to provide satisfactory illumination of internal accommodation between dawn and dusk. Daylight from an overcast sky is generally the same no matter how the building is orientated. Sunlight on the other hand refers to direct sunshine and

Policy conforms to: PAN 67 Housing Quality Design Qualities

Policy supports: Policy LPD 2

*Supporting Guidance:
Shetland House
Towards Sustainable Construction
Towards Better Design*

**Policy SPG 24
Housing Development
Open Space**

All housing developments should provide private open space within the curtilage of the development site (ideally a minimum of 100 sq.m. for a single dwellinghouse).

~~Developments which result in a significant loss of outdoor privacy of existing residents~~ Developments, which result in a significant loss of outdoor privacy of existing residents, will not be permitted.

In making provision for open space in developments, opportunities should be taken where appropriate to landscape areas in order to promote and enhance local biodiversity.

Appendix F and General Requirements for All New Dwellinghouses + biodiversity addition

Justification:

All housing developments require the provision of some open garden space to locate washing lines, refuse bins, storage for bicycles, etc and for occupants to have the opportunity to enjoy outdoor space close to their home.

New development must also be compatible with and consolidate the surrounding development, and the density of housing development and the relationship with neighbouring properties will be paramount if issues such as overlooking and loss of privacy are not to arise.

Policy conforms to: PAN 67 Housing Quality Design Qualities

Policy supports: Policy LPD 2

*Supporting Guidance:
Shetland House
Towards Sustainable Construction
Towards Better Design*

Housing : Road Design

Policy SPG 25 Housing Development Road Design

All housing development- layouts should provide:

- a road layout which ensures safe and efficient access for all modes of transport, emergency services and other service vehicles but wherever possible gives priority to pedestrian and cyclist movement;
- a hierarchy of routes (primary routes, secondary routes and tertiary (pedestrian) routes);
- be designed for low vehicle speeds to ensure that streets and spaces are comfortable for pedestrians and cyclists to use;
- connects with adjacent places and communities; and
- ensures good access for and to public transport where available.

New Policy

Justification

Accessibility and ease of movement is one of the Council's objectives for designing and successful place. The delivery of sustainable development will require a focus on locating larger residential developments within existing settlements and connectivity with surrounding communities and services will be paramount.

Priority should be redirected from the needs of the car to include all road users, including pedestrians and cyclists in order that a more inclusive road layout is designed for all users within the development.

It is also essential that road design and public spaces are integrated with the landscape and building design in order to ensure vitality, safety and ease of movement for all.

*Policy conforms to: SPP3 Planning for Housing
PAN 67 Housing Quality
PAN 72 Housing in the Countryside
PAN 76 Residential Streets
Designing Places
Design Qualities*

*Policy supports: Policy LPD 2
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design
Shetland House
Masterplan Development Handbook
Design Statements*

Other Development : General Requirements

Policy SPG 26 General Requirements for All New Developments

Applications for new build or the conversion of a building will need to meet all of the following requirements:

- a. the site is not located within an identified local protection area (see Local Plan Policy LPNE11);
- b. the site is not located within an area of quality agricultural land (see Structure Plan Policy SP NE3 and Local Plan Policy LPNE14)
- c. the site is not less than 5m above MHWS unless it can meet the requirements of Policy LDP6;
- d. suitable services can be provided in compliance with SPG 13;
- e. the proposed development is sited in compliance with SPG 2;
- f. suitable access, car parking and turning can be provided in compliance with SPG 12;
- g. the proposed development will not have a significant adverse effect on neighbouring uses;
- h. the proposed development will not significantly harm Listed Buildings or their setting, Conservation Areas, Scheduled Ancient Monuments or sites notified for their archaeological or nature conservation ~~interest or~~ landscape value ~~and sites~~ valued for their peat resource;
- i. the proposed development takes the opportunity where appropriate to enhance local biodiversity through sensitive landscape design;
- ii. the proposed development will not prejudice future mineral extraction where commercially viable reserves are known to be present;
- iii. the proposed development does not conflict with other development plan policies or supplementary planning guidance.

Justification

These general requirement criteria for all new developments, whether by new building, rebuilding or conversion, address issues of sustainability, flooding, services, access and parking, design and amenity.

This general development policy ensures that sustainable development is delivered in a fair, concise and consistent manner, promoting development but protecting our environment, built heritage and the amenity of those, or adjacent uses, affected by the development proposals.

*Policy conforms to: SPP1 : The Planning System
SPP6 Renewable Energy
Designing Places
Design Qualities*

*Policy supports: Policies LPD 1, 2, 3, & 7
Corporate Plan 2008-2011*

*Supporting Guidance:
Towards Sustainable Construction
Towards Better Design*

**Policy SPG 27
All Development
Cumulative Consideration**

Where Shetland Islands Council sets a threshold for additional consideration (e.g. for developments of three houses or more, or specific cumulative floor area totals), individual applications from the same applicant and/or on land owned by the same landowner will be considered as cumulative applications for the purpose of applying the policy where:

- the development sites are in reasonable proximity to each other * and/or
- where planning permission has been granted in the previous 12 months to another site in reasonable proximity to the development site.

* In determining *reasonable proximity* consideration will be given to the nature and size of the settlement area, the density of development, the area of landownership and the infrastructure proposed to serve the development.

Justification

The delivery of sustainable development which is designed to respect and/or respond to the character and local distinctiveness of the site context and make use of efficient resources, in many cases, requires the consideration of cumulative impacts. Consequently a number of the policies within this document set thresholds where such cumulative consideration is required, specifically:

LDP2 All Development : Layout and Design

SPG3 All Development : Reducing Carbon Emissions in New Development

SPG15 Housing Development : Schemes

SPG16 Housing Development : Schemes Affordable Housing

In order to ensure that these thresholds are not undermined by the submission of individual applications, thereby removing appropriate consideration of the cumulative impact of the proposals, these two determining factors are identified which the Planning Authority consider appropriate to ensure the policies are applied in their correct context.

New Policy

*Policy conforms to: SPP1 : The Planning System
Designing Places
Design Qualities*

*Policy supports: Policies LPD 2
Corporate Plan 2008-2011*

Appendix 1 : Shetland Local Plan (2004) Policy LPHOU4 Housing Zone Requirements

Zone Requirements for Single Dwellinghouses

In Zone 1 planning consent for individual new dwellinghouses or for the conversion of a building to form a house, or the bringing back into use of an abandoned house will normally be granted if the proposed development is sited to reflect the character, style, pattern and density of the surrounding area and all the general requirements are met.

In Zone 2 applications for individual dwellinghouses or for the conversion of a building to form a house, or the bringing back into use of an abandoned house will be favourably considered, if the proposed development is sited to reflect the character, style, pattern and density of the surrounding area and in addition to satisfying the general requirements the following criterion is met:

- a) the site is not classed as grade 4.2 or 5.1 agricultural land, if there is poorer quality land in the general area that can reasonably be developed.

In Zone 3 planning consent for individual new dwellinghouses may be granted, if the proposed development is sited to reflect the character, style, pattern and density of the surrounding area and in addition to satisfying the general requirements all of the following criteria are met:

- a) the proposed dwellinghouse is within or adjoining an established building group. For the avoidance of doubt, a building group must include two or more buildings of at least domestic scale;
- b) the proposed dwellinghouse would not extend existing roadside development where this would result in a road safety problem which may require remedial works (e.g. pavements or street lighting), or would sterilise future development opportunities;
- c) the site is not classed as grade 4.2 or 5.1 agricultural land, if there is poorer quality land in the general area that can reasonably be developed.

Alternatively, planning consent may be granted for the restoration and extension of an existing dwelling or other building of domestic scale that has been abandoned, but still has a roof structure, provided that the original building is restored to form part of the development and is of a scale and character compatible with the siting of the existing dwelling and its local environment and that the general requirements for all dwellings are met.

See following page for Zone 4 requirements for single dwellinghouses

In Zone 4 planning consent for individual dwellinghouses may be granted if in addition to satisfying the general requirements all the following criteria are met.

- a) the proposed dwellinghouse is required by someone who will work the croft or agricultural unit or contribute to the social well-being of the holding;
- b) the proposed dwellinghouse forms a group with existing buildings on the holding or, if there are no buildings (i.e. a bareland croft), the proposed dwellinghouse relates to the existing settlement pattern and qualifies for the CHGS (Croft House Grant Scheme);
- c) the site is not classed as grade 4.2 or 5.1 agricultural land, if there is poorer quality land in the general area, that can reasonably be developed.

Alternatively, planning consent may be granted in Zone 4 for the restoration and extension of an existing dwelling or other building of domestic scale that has been abandoned, but still has a roof structure, provided that the original building is restored to form part of the development and is of a scale and character compatible with the siting of the existing dwelling and its local environment and that the general requirements for all dwellings are met.

Zone Requirements for Two or More Dwellinghouses

In ZONE 1; in addition to fulfilling the general requirements, proposals should reflect the character and density of the surrounding development.

In ZONE 2; in addition to fulfilling the requirements for single dwellinghouses, applications for two or more dwellings will only be considered where they reflect the established traditional settlement pattern.

In ZONE 3; in addition to fulfilling the requirements for single dwellings, proposals should be designed in loose clusters, which sympathetically reflect the pattern and density of the surrounding development.

In ZONE 4; applications for two or more dwellings are unacceptable.

Justification

The housing zones and policies are unique to the Shetland Local Plan. The zone policies and the zone boundaries, which are shown on the area Proposals Maps, have been drawn up and developed in consultation with local communities. The overall aim of the approach is to provide a fair and consistent policy framework for determining planning applications for new houses throughout Shetland. The policy has been formulated with the following objectives in mind.

- to protect Shetland's natural and manmade resources;
- to maintain and enhance the landscape character of Shetland;
- to maintain the vitality and viability of existing settlements;

- to reflect the established settlement pattern;
- to maintain the traditional crofting and agricultural way of life;
- to support the rural population and reduce rural depopulation;
- to reinforce existing development patterns;
- to reduce servicing costs;
- to promote well ordered, sustainable and safe development.

All applications for new houses or flats must meet the General Requirements set out in the policy; then, depending on which zone the site is in, the requirements for that Zone must also be fulfilled. Generally, the lower the zone number, the easier it is to obtain planning permission. The zones can be interpreted as follows:

Zone 1 generally includes areas where facilities and services are present. In this zone, new dwellinghouses are encouraged subject to the general requirements for all dwellinghouses being met.

Zone 2 is settled countryside, where communities wish to encourage development or the area is fragile and the population is static or falling. New houses or conversions and refurbishment are favourably considered in this zone. However, proposals to develop on the best agricultural land will be discouraged.

Zone 3 is settled countryside close to existing settlements, where development will be favourably considered where the General Requirements are met and where it strengthens and reinforces existing settlements and building groups. The requirement to build within or adjoining existing building groups is intended to control sporadic housing and to promote the establishment of housing clusters and reduce the number of new individual accesses onto the road network. In rural areas away from Lerwick, Zone 3 will encourage flexibility and enable the controlled expansion of existing rural Zone 1 areas.

Zone 4 is the sparsely populated or generally uninhabited areas where development is strictly controlled. This is open countryside; government policy is to restrict development here. The zone policy permits the building of new houses for agricultural or social support. As the justification is agricultural or social support, the policy requires the new house to form a group with the existing buildings on the holding. Exceptions may be made for new dwellinghouses on new or bareland crofts. Planning permission may also be granted for the restoration and extension of abandoned dwellings.

For applications for two or more houses additional requirements are specified generally to protect the character of the rural areas and promote development within the developed areas.

Advice: Applicants thinking about building a new house are encouraged to read Appendix F of this Plan, the Shetland House guidance booklet and discuss their proposals with planning staff before submitting a planning application or entering any agreement to buy land.

This policy conforms to:

- SPP 3 (Planning for Housing)
- SPP 15 (Planning for Rural Development)
- Structure Plan policies GDS1, GDS3, GDS5, SP NE1, SP NE3, SP NE BE1, SP BE2, SP HOU1, SP HOU2.

This policy supports:

- The Corporate Plan
- Development Plan aims 2, 3 and 4

Background information:

- Distribution of Development Working Paper

Appendix 2 : Shetland Local Plan (2004) Access Standards

TURNING AREAS

For all residential developments having access to a road a permanent turning space shall, where applicable, be provided within each site measuring not less than 7.6m x 7.6m, and constructed of suitable material.

ACCESS ARRANGEMENTS

The provision of access suitable for both pedestrians and vehicles is very important to the overall success of any residential development. The required standards are set out below: -

1. Accesses serving less than 4 Dwellings

Metalled tracks are acceptable but must meet minimum standards for visibility etc. and be surfaced with hot bitmac for the first 6m at the point of access with the public road. No specific standards are proposed for overall design but these accesses shall be required to be convenient and safe and to the satisfaction of the Roads Authority.

2. Roads or Accesses serving developments of between 4 and 8 dwellings

Single track, 3.5m in width, with adequate provision for passing and turning, and kerbed with one 1.5m wide footway (1.8 metres where street lighting is to be provided). Surfacing shall be hot bitmac except in Unst, Fetlar and Skerries where cold mix bitmac shall be permitted. In islands not served by Ro-Ro Ferries cold tar spray and chip will be permitted.

In rural areas street lighting need not be provided although provision of lighting cable ducts in the footway shall be required. Where a proposed development is to be situated in, or adjacent to, an already lit and built up area, street lighting shall be provided.

3. Roads or accesses serving developments of 9 or more dwellings

Double track, surfaced in bitmac with a minimum width of 5.5 metres and adequate provision for turning. Kerbed footways shall be provided on both sides and street lighting will be required. Permitted surfacing variations shall be accepted as in 2 above.

4. Scheme Phasing

In a phased scheme provision must be made for possible upgrading of the service road or access to an appropriate standard.

VISIBILITY SPLAY

A visibility splay is an area of ground required at a point of access or road junction to be kept free of development in order to allow drivers of vehicles joining the road to see or be seen by approaching traffic. Splays defined by building lines may also be required in order to provide or preserve required sight distances for stopping.

Visibility for major roads should be provided in accordance with the Scottish Office "Highway Link Design" manual.

It is intended that fuller detailed guidance will be published in due course.

Appendix 3 : Shetland Local Plan (2004) Parking Standards

Minimum On-site Parking Provision Standards

These standards should be read in association with the “Guidance Note on the Council’s Parking Standards”

HOUSING DEVELOPMENTS

Parking spaces should be provided within the curtilages of individual dwelling units or in communal parking areas providing they are well related to the dwellings they serve. Turning areas will be excluded from any calculation. A single dwelling unit is an individual house, flat or apartment.

Housing development in the Lerwick and Scalloway Conservation areas

1 space per dwelling unit

North Ness⁶ area of Lerwick

1 space per dwelling unit to be provided within or adjacent to the site curtilage; provided that the balance of spaces required are spaces associated with adjacent commercial premises⁷.

Sheltered Housing⁸

1 space per 3 dwelling units plus 2 spaces per residential warden.

All other housing

1½ spaces per 1 bedroom unit; 2 spaces per 2-3 bedroomed units and 3 spaces for dwelling units with 4 or more bedrooms.

Where communal parking is provided, the minimum number of parking spaces required for dwelling units of 2 or more bedrooms may be reduced by 20% for each communal space provided outside the curtilage of the proposed dwelling units⁹.

For example, a scheme of ten 2 bedroomed units would require a total provision of 20 spaces. If all the spaces were provided as communal spaces only 16 spaces would be required. If each dwelling unit had a single parking space within each curtilage, 8 communal spaces would be required (i.e. 18 spaces in all).

⁶ The North Ness area is part of the Lerwick Waterfront redevelopment area. This standard only applies to that part of the Browns Road area which is allocated as a “Central Residential Area” on the Lerwick Proposals Map.

⁷ Any shared parking spaces will be subject to a section 75 agreement or planning condition.

⁸ A sheltered housing scheme is defined as 4 or more sheltered units with a full-time warden living on-site. Smaller schemes will be assessed according to the general housing standards.

⁹ This only applies for schemes of 5 or more dwelling units.

STANDARDS BASED ON FLOOR AREA

Current Government thinking on car parking focuses on maximum rather than minimum parking requirements, however, as Shetland is a remote/dispersed rural community exemption may be possible. When considering reductions in the car parking requirements for non-residential uses, all of the following will be taken into account; public transport accessibility, opportunities for walking or cycling and the availability of on and off-street parking.

Although Shetland is not an ideal cycling environment because of the weather, it is Council policy to bear the needs of cyclists in mind when considering all proposals. Developers are encouraged to provide cycle racks for employees and visitors/customers as appropriate.

For the following developments, the parking standard given is the minimum number of on-site parking spaces to be provided per every 100 square metres of gross floor area.

Office Accommodation (Classes 2 & 4¹⁰ but excluding surgeries, clinics etc.)	5 spaces
Shops including those in established shopping centres	8 spaces
Supermarkets	10 spaces plus a minimum of 1 goods vehicle bay. Additional goods vehicle spaces may be required according to the proposal
Bulk retailing stores (non-food)	4 spaces plus a minimum of 1 goods vehicle bay. Additional goods vehicle spaces may be required according to the proposal
Wholesale warehouses	5 spaces plus a minimum of 1 goods vehicle bay. Additional goods vehicle spaces may be required according to the proposal
Factories, Warehouses and Workshops	3 spaces plus a minimum of one goods vehicle space. Additional goods vehicle spaces may be required according to the proposal
Cafes & Restaurants, Community Centres, Function Rooms, Social Clubs	20 spaces
Public Houses (including licensed clubs)	20 spaces subject to a minimum of 20 spaces
Sports Centres	20 spaces plus provision for coaches
Museums and Interpretative Centres	1 space per 30sq m. of public display area plus provision for coaches depending on size of centre

¹⁰ see Appendix B and the Town and Country Planning (Use Classes) (Scotland) Order 1997 for the definition of this class

STANDARDS BASED ON OTHER CRITERIA

Current Government thinking on car parking focuses on maximum rather than minimum parking requirements, however, as Shetland is a remote/dispersed rural community exemption may be possible. When considering reductions in the car parking requirements for non-residential uses, all of the following will be taken into account; public transport accessibility, opportunities for walking or cycling and the availability of on and off-street parking.

Although Shetland is not an ideal cycling environment because of the weather, it is Council policy to bear the needs of cyclists in mind when considering all proposals. Developers are encouraged to provide cycle racks for employees and visitors/customers as appropriate. Anyone with an interest in school travel can initiate a SRTS (Safer Routes to School) project.

For the following, the parking standard given is the minimum number of on-site parking spaces to be provided.

Clinics, Dentists', Doctors' Vets' surgeries, etc.	4 spaces per consulting room
Educational Establishments	1 space per permanent staff member (teaching & ancillary staff) plus space for peripatetic staff and pupils/students (as appropriate). Adequate provision should be made for school buses & visitor car parking. Some additional space may be required for community use of the premises. For a new school, the Council will require a developer to submit a detailed assessment of pupil rolls (& where pupils live), likely staff numbers etc., so that a proper assessment of the parking requirement can be made.
Hotels	1 space per bedroom and 1 space per 3 staff
Conference facilities	1 space per 3 seats
Bingo Halls, Churches, Cinemas Concert Halls and Theatres	1 space per 4 seats
Camping Böds	1 space per 3.5 bed spaces
Swimming pools	10 spaces per 100 square metres of pool area
Outdoor sports facilities	Each application will be assessed on its individual merits
Marinas	2 spaces per 5 marina berths

STANDARDS FOR THE MOTOR TRADE

For the following, the parking standard given is the minimum number of on-site parking spaces to be provided.

Vehicle display areas	2 spaces per 100 square metres of gross floor area
Spares departments	spaces per 100 square metres of gross floor area
Servicing/bodywork	4 spaces per service bay
Tyre & exhaust centres	2 spaces per service bay
Car washes	5 queuing spaces

Guidance Note on the Council's Parking Standards

Introduction

Nationally, almost half of all pedestrian accidents and a quarter of all vehicular accidents involve the presence of a parked vehicle. Stationary vehicles hide pedestrians from moving vehicles and moving vehicles from each other. The use of the Council's parking standards will minimise the use of carriageways for parking and for the loading or unloading of service vehicles.

The Council's car parking standards seek to attain a balance between car parking needs, the capacity of the road system and environmental quality. The standards are intended to be positive and constructive and act as an encouragement to development.

Origin of the Standards

The Council's parking standards have been influenced by the following:-

- parking surveys undertaken by the Planning Department in Lerwick Town Centre;
- examination of the effectiveness of previous Council parking standards;
- consultation with SIC officers in the Roads & Transport Department etc.;
- standards commonly adopted elsewhere in Scotland;
- the high vehicle ownership rates within Shetland;
- Government guidance.

Notes relating to the application of the Council's Parking Standards

1. In normal circumstances, adequate off-street parking or communal parking should be provided adjacent to all new development to ensure that vehicles are not parked on the road where they may impede traffic flow or cause a hazard. A degree of flexibility will be available where:-

- a) It can be shown by the applicant that the parking requirement can be met by existing car parks and that the demand for parking in connection with the development will not coincide with the peak demand from the other land uses in the area.
- b) The development is a straight replacement and can use the existing parking provision. It should be noted that there may be a requirement to provide additional parking spaces if there was a shortfall in the original provision;
- c) The development is adjacent to and well served by good public transport and pedestrian links;
- d) The development, due to special characteristics, is likely to generate a significantly lower demand for parking than the standards would imply; or
- e) Environmental implications are of prime importance.

It should be noted however, that before the parking requirement is reduced it will have to be shown to the Council's satisfaction that the development complies with one of the above criteria.

2. Where a proposal incorporates more than one element (e.g. a hotel with bar and conference facilities), the parking requirement for each element of the proposal will be assessed independently and then added together. For instance, in the example above a separate assessment would be made of the number of spaces required for the bar, the hotel and the conference facilities. However, where it can be demonstrated to the

satisfaction of the Council that the peak operating times of the various elements would occur at different times of the day, some discounting of the number of spaces required may be acceptable.

3. Where a proposed development is not specified on the Council's parking standards list, the Council will use the nearest type of land use on the list as a basis for assessing the parking requirements.

4. All standards, except those for schools and hotels, are inclusive of staff parking requirements. Where a specific assessment of staff numbers is required, the likely maximum number of staff present at the busiest time period should be used.

5. Each car parking space should measure no less than 2.5 metres by 5 metres.

6. Parking layouts should include circulation aisles with a minimum width of 6 metres.

7. A minimum of 4% of the parking spaces provided should be designated for disabled parking. To comply with Building Regulation requirements for buildings other than dwellings, parking for the disabled should be provided at a ratio at least one car parking space per 20 parking spaces or part thereof. Be not more than 45 metres from the principal entrance of the building to ensure ease of access and be clearly marked. Disabled parking spaces should be at least 5 x 2.5 metres, with a clear space at least a 1 metre wide along one long side to facilitate access for wheelchairs. The clear space may be shared between 2 car parking spaces.

8. Assessments of the parking requirement for a particular proposal will be rounded up to the nearest whole parking space.

9. A commercial proposal should include adequate provision for servicing. The proposed layout should normally:-

- provide for all loading and other servicing to be carried out on-site;
- accommodate the likely maximum number and size of delivery vehicles at any one time on-site, to prevent delivery vehicles having to queue on street;
- incorporate loading bays of a dimension which will cater for the largest size of service vehicle likely to be used;
- allow service vehicles to manoeuvre with ease (i.e. there should be adequate manoeuvring space within the site for a vehicle to enter and leave the service area in a forward gear);
- not inconvenience other users of the site when service vehicles are being loaded or unloaded.

The only possible exception to the requirement for all servicing to be carried out on-site may be where the construction of on-site service bays would seriously damage the urban fabric.

10. "Bulk retailing stores" require large display areas. In Shetland, garden centres and the sale of DIY goods, wallpaper, paints, carpets, furniture and furnishings may fit this category. All other retailing enterprises will be assessed by the "shops" standard.

11. "Wholesale warehouses" are premises where wholesale goods are collected by the customer (e.g. cash & carry businesses). Warehouses which are just transit stores for goods will be assessed by the "Factories, workshops and warehousing" parking standard.

TABLE OF POLICIES

Policy Number	Subject	Main Aims and Objectives						Conforms to:											Supporting Guidance:									
		Sustainable Development	Economic Competitiveness	Social Justice	Environmental Quality	Design	Sustainable Transport	SPP1	SPP3	SPP6	Designing Places	PAN 44	PAN 45	PAN 67	PAN 68	PAN 72	PAN 76	PAN 83	PAN 84	SPG Qualities of Place	Shetland House	Housing & Colour	Towards Sust Construction	Towards Better Design	Renewable Energy	Carbon Emissions	Masterplan Handbook	Design Statements
LDP1	General	√		√	√	√	√											√	√	√		√	√					
LDP2	Layout and Design	√			√	√			√				√	√	√	√	√		√	√	√	√	√	√	√	√	√	√
LDP3	All Development: Location	√		√	√	√	√	√											√	√	√	√	√			√	√	
LDP4	Housing Development : Location																		√		√		√			√	√	
LDP5	Historic Built Environment	√		√	√	√		√											√									
LDP6	Energy Efficiency	√		√	√			√	√	√								√	√		√	√	√	√	√			
LDP7	Coastal Sites	√			√			√												√		√						
SPG1	Layout and Design	√		√	√	√	√		√			√				√			√	√	√	√	√			√	√	
SPG2	Energy Efficiency/Conservation	√		√	√	√		√		√								√	√		√	√						
SPG3	Reducing Carbon Emissions	√		√	√	√				√								√	√		√	√						
SPG4	SPG3 : Technical Restraints	√		√	√	√	√											√	√		√	√						
SPG5	SPG3 : Equipment	√		√	√	√	√											√	√		√	√						
SPG6	Domestic Aerogenerators Wind turbines	√		√	√	√				√			√						√		√							
SPG7	Community and Non-Domestic Aerogenerators Wind turbines	√		√	√	√				√			√						√		√							
SPG8	Photovoltaic/Solar	√		√	√	√						√							√		√							
SPG9	Heat Pumps	√		√	√	√						√							√		√							
SPG10	Hybrid Systems	√		√	√	√						√							√		√							
SPG11	Preservation and Re-use of Disused Buildings	√		√	√	√		√											√	√	√	√	√					

Glossary, Further Information, Useful Organisations and References

Terms used in this guidance

Accessibility: the ability of people to move round an area and to reach places and facilities, including elderly and disabled people, those with young children.

Adaptability: the capacity of a building or space to be changed so as to respond to changing social, technological and economic conditions.

Area Appraisal: an assessment of an area's land uses, built and natural environment and social and physical characteristics.

Carbon-Neutral: development achieving zero net carbon emissions from energy use on site and/or on an annual basis

Character Assessment: an area appraisal identifying distinguishing physical features and emphasizing historical and cultural associations.

Context: the setting of a site or area including factors such as traffic, activities and land uses as well as landscape and built form.

Daylight/Sunlight: the amount of natural light that a building and its interior can receive.

Density: built density can be expressed in terms of plot ratio; number of units or habitable rooms per hectare; site coverage plus the number of floors or a maximum building height; or a combination of these.

Design Statement: A pre-application design statement is made by a developer to indicate the design principles on which a development proposal in progress is based. It enables the local authority to give an initial response to the main issues raised by the proposal. A planning application design statement sets out the design principles that the developer has adopted in relation to the site and its wider context.

Energy Efficiency: the extent to which the use of energy is reduced through the way in which buildings are constructed and arranged on site.

Form: the layout, density, scale (height and massing), appearance (materials and details) and landscape of the development.

Landscape: the character and appearance of land, including its shape, form, ecology, natural features, colours and elements and the way these components combine. In towns, *townscape* describes the same concept.

Layout: the way buildings, roads and open spaces are placed in relation to each other.

Local Distinctiveness: the positive features of a place and its communities which contribute to its special character and sense of place.

Low or Zero-Carbon Technologies: technologies that produce energy with low or zero net carbon emissions compared with energy produced by standard fossil fuel generation.

Massing: the combined effect of the arrangement, volume, height and shape of a building or group of buildings.

Permeability: the degree to which an area has a variety of pleasant, convenient and safe routes through it.

Scale: the impression of a building when seen in relation to its surroundings. Sometimes it is the total dimensions of a building which give it its sense of scale, at other times it is the size of the elements and the way they are combined.

Settlement Pattern: the distinctive way that the roads, paths and buildings are laid out in a particular place.

View: what is visible from a particular point.

Vista: an enclosed view, usually a long and narrow one.

Further Information

Design & Access Statements Explained

Urban Design Group
ISBN 978-0-7277-3440-2

Sustainable Energy by Design

Town & Country Planning Association
www.tcpa.org.uk

Sustainable Housing Design Guide

Scottish Homes
www.comunitiesscotland.gov.uk

Useful Organisations

The Energy Saving Trust

A government funded independent company which aims to help cut carbon emissions across the residential sector
www.est.co.uk

BRE

Centre of expertise on buildings, runs BREEAM/EcoHomes
www.bre.co.uk

CIRIA

Improves the performance of the construction industry
www.ciria.org.uk

Sustainable Homes

Runs a searchable Ecodatabase with best practice examples
www.sustainablehomes.co.uk

References

Scottish Planning Policy

SPP1 The Planning System (2001)

www.scotland.gov.uk/Publications/2002/11/15751/12817

SPP3 : Planning for Housing (2003)

www.scotland.gov.uk/Publications/2003/02/16499/18894

SPP6 Renewable Energy (2007)

www.scotland.gov.uk/Publications/2006/02/14104926/0

SPP20 Role of Architecture and Design Scotland (2005)

www.scotland.gov.uk/Publications/2005/02/20748/53364

Planning Advice Notes

PAN 44 : Fitting New Development into the Landscape (1994)

www.scotland.gov.uk/Publications/2005/04/01145231/52326

PAN 45 Annex : Planning for Micro-Renewables (2006)

www.scotland.gov.uk/library/pan/pan45-00.asp

PAN 67 : Housing Quality (2003)

www.scotland.gov.uk/Publications/2003/02/16489/18778

PAN 68 : Design Statements (2003)

www.scotland.gov.uk/Publications/2003/08/18013/25389

PAN 71 : Conservation Area Management (2004)

www.scotland.gov.uk/Publications/2004/12/20450/49052

PAN 72 : Housing in the Countryside (2005)

www.scotland.gov.uk/Publications/2005/02/20637/51636

PAN 76 : Residential Streets (2005)

<http://www.scotland.gov.uk/Resource/Doc/76169/0019017.pdf>

PAN 83 : Masterplanning (2008)

<http://www.scotland.gov.uk/Resource/Doc/237745/0065300.pdf>

PAN 84 : Reducing Carbon Emissions in New Development (2008)

www.scotland.gov.uk/Publications/2008/03/06133051/0

Other Documents

Choosing our Future: Scotland's Sustainable Development Strategy (2005)

www.scotland.gov.uk/Publications/2005/12/1493902/39032

Designing Places : A Policy Statement for Scotland

www.scotland.gov.uk/library3/planning/dpps-00.asp

Visionary Planning

www.sust.org/pdf/visionaryplanning.pdf

Shetland Islands Council Corporate Plan 2008-2011

www.shetland.gov.uk/corporateplan/

Shetland Islands Council Priorities and Targets

www.shetland.gov.uk/communityplanning/documents/ShetlandTargetsandPriorities.pdf



TOWARDS SUSTAINABLE CONSTRUCTION AND BETTER DESIGN IN SHETLAND

SHETLAND ISLANDS COUNCIL

Development Plans
Shetland Islands Council
Infrastructure Services Department
Grantfield
Lerwick
Shetland
ZE1 0NT