SUPPLEMENTARY GUIDANCE

URBAN DESIGN

MORAY LOCAL DEVELOPMENT PLAN

Contents

Introduction

The Scottish Government's clear commitment to raising urban design standards is set out in its policy statements 'Creating Places' and 'Designing Streets'. These emphasis the important value that good design brings to creating successful places that enhance our quality of life. Our quality of life is determined by the way in which we interact with our surroundings. Architecture, public space and landscape are central to this.

The Scottish Government's approach to designing successful places is underpinned by six key qualities: a successful place is distinctive, safe and pleasant, easy to move around, welcoming, adaptable, and resource efficient. Creating Places sets out the value (physical, functional, viable, social and environmental) that a creative, innovative and inclusive design process can deliver. Designing Streets puts the importance of well-designed streets and its impact on movement and connection between people and places, building and streets, public and private spaces, and the built and natural environment back at the heart of the design process.

This urban design guide has been produced to ensure that new development, especially Greenfield sites at the gateway to towns and villages are places of character with their own identity, which are well-connected and pleasant to live in. These places should have a sense of place which helps establish communities and foster civic pride.

The aim of this guide is to ensure that good design principles are applied to new developments in order that they become successful places to live, work and relax. The design process must ensure that the site and area appraisal together with design principles are analysed at the outset to create an appropriate design that adds value to the place and people. The planning authority must be involved from the outset to ensure that the key design principles set out in this guide are embedded in new development, and to avoid delays in the planning application process.

Good design can avoid longer term problems of poorly maintained spaces, isolated communities, and social problems. The guide aims to reduce reliance on the car and reinforce the role of our streets as a key way of walking and cycling therefore creating a sense of place and allowing for more social interaction.

The benefits of good urban design are:

- Enhances our quality of life by creating attractive, safe and well-connected places;
- Makes urban areas more attractive and competitive for inward investment;
- Creates distinctive places with their own sense of identity and community;
- Lower crime rates and fewer social problems;
- Provides opportunities for active and healthier lifestyles with more opportunities for walking and cycling as an alternative to the car;
- Creates better access to public transport; and,
- Provides opportunities to maximise energy efficiency and reduce emissions.

This guide is aimed primarily at larger housing developments however, many of the principles should be applied to all sizes and types of developments. The guidance supports and expands on the Moray Local Development Plan (LDP) policies of which Placemaking is a key priority for the Council. The guide also supplements the key design principles set out for development sites in the LDP. The guide is a material consideration in the determination of planning applications.

Urban Design Concerns

Every town and village in Moray has characteristics that contribute to their distinctive identity, e.g. built form, building styles, materials, and landscape. Many of our recent developments fail to reflect these local characteristics resulting in a growing uniformity in housing layouts with a number of the following common elements:

- Housing layouts dominated by the car resulting in a streetscape overwhelmed by car parking;
- Large block sizes with a series of cul-de-sacs;
- The 'backs' of new developments are often turned to main routes reducing activity and natural surveillance of the street;
- Internal road layouts are confusing and difficult for people to find their way around;
- Poor connections internally and externally to the surrounding area;
- An unclear definition between private and public spaces;
- Bland and repetitive house styles;
- Poorly landscaped boundary treatments dominated by high wooden fencing;
- Open spaces that are not fit for purpose, fail to contribute and connect to green corridors and serve little purpose, becoming a maintenance problem in the longer term.

The creation of 'just another development' that fails to reflect the characteristics of the site and surrounding area inhibits and devalues our quality of life and the distinctive identity of Moray.

Design Principles

The three key uses within a development are movement, buildings and open space. The key design principles that pertain to each of these uses are set out in this guide.

Movement

Aim: To promote development that is integrated and connected to the surrounding area and within itself, and offers a variety of modes of travel.

Key Principles:

- Development must be based on a permeable movement framework which accommodates desire lines and is well-connected internally and externally with the adjacent street and footpath networks and allows for future connections;
- A hierarchy of street types must be developed with each street type classified according to its character and capacity (i.e. street, lane, court). Paving material can be used to allow each element of the hierarchy to be clearly expressed (i.e. variations in colour, thresholds of small cobbles, etc);
- Places must promote the concept of a 'walkable neighbourhood';
- Parking provision must not dominate the streetscape;
- Traffic safety should be built into the development by slowing traffic down;
- Support sustainable travel by encouraging walking and cycling and providing for public transport;
- Design for an inclusive environment (i.e. access for all);
- Reduce street clutter; and,
- Design for maximum environmental benefit (i.e. respond to prevailing wind conditions to maximise on-street shelter).

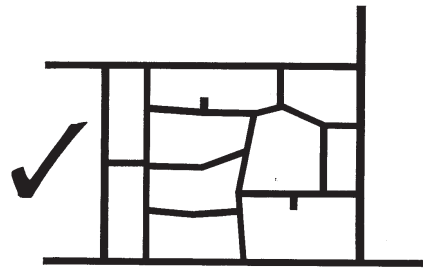
Route Connections

Successful places depend on good connections to and within the place, which will influence people's movement patterns. Making these connections starts to change the function of the street, generating social encounters and adding to a sense of community. A well-connected place is considered to be 'permeable' allowing a range of potential connecting routes.

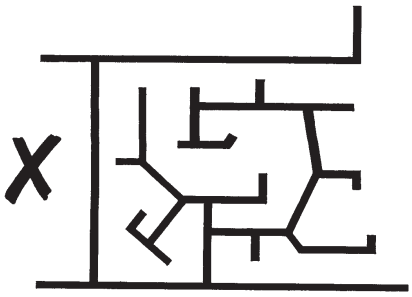
The benefits of connected street patterns are:

- Movement is much easier and spreads traffic, reducing congestion;
- More active street frontages providing greater natural surveillance and security;
- Promotes walking and cycling as an alternative mode of transport; and,
- Encourages integration and connection of new and existing communities.

Planning connections correctly will provide the maximum choice of routes for movements that will be generated and will provide connections to schools, open space and other facilities. The site and area appraisal should analyse the existing movement patterns in and around the site and the desired movements that people will want to make to ensure that new connections integrate with the existing ones. Development proposals should provide for a range of transport modes, making it more attractive to walk or cycle as it is to take the car. Streets that could be used by public transport should be identified at an early stage so they can be designed to be as direct as possible. The connections should reflect the surrounding street pattern where appropriate and aim to spread traffic through the site and surroundings, reducing congestion. Streets should also be designed to reflect the needs of emergency and servicing vehicles.



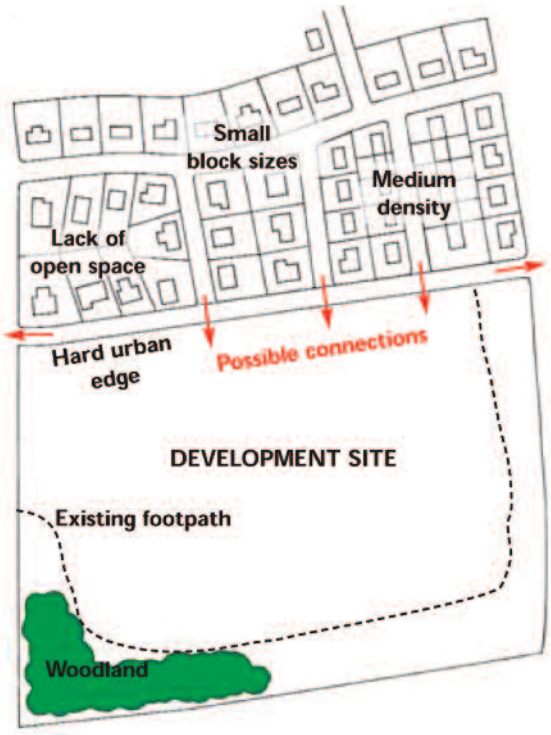
A well connected permeable street pattern



A poorly connected street pattern dominated by cul de sacs

Connecting new and existing elements

The features identified in the site and area appraisal should be fixed and integrated into the new development. Key desirable connections (local schools, open space, public transport, etc) should be identified and reflected in the draft block structure, which should be superimposed onto the site layout.



Permeability analysis of development site

Layout combining new and existing elements

Walkable Neighbourhoods

Connected streets provide people with a choice of routes to local amenities. Walkable neighbourhoods have a range of facilities within 5-10 minutes (up to about 400 metres) walking distance of residential areas. Streets and paths that connect together as part of a network, rather than ending in cul-de-sacs help people move around much more easily. This also integrates communities and reduces isolation of some parts of the community.

Walkable neighbourhoods supports the wider aim of encouraging the creation of mixed use communities with well connected street patterns and local facilities within walking distance, reducing the dependence on the car.

Cul-de-sacs

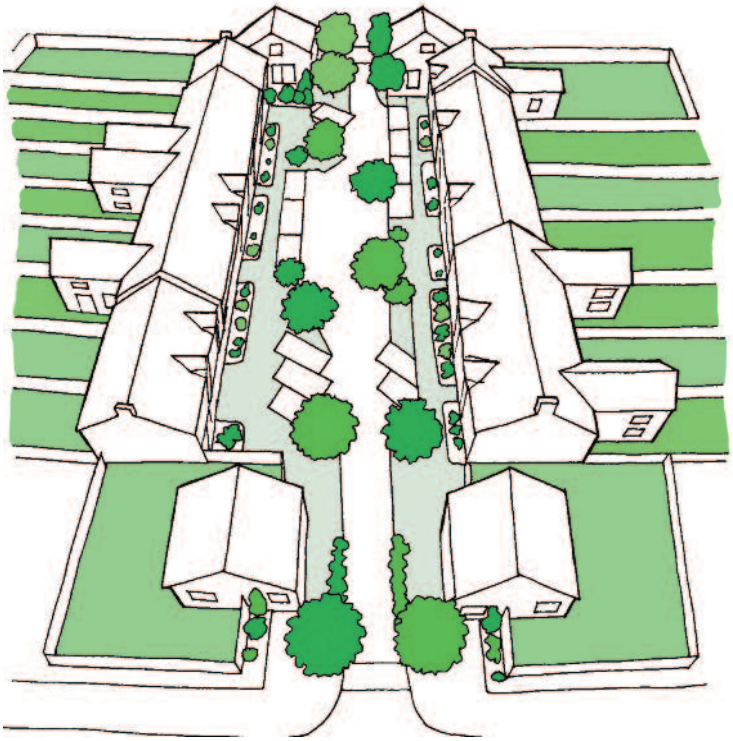
Cul-de-sacs have become a common feature in modern housing developments. Although they offer some advantages in terms of having no through traffic and a perception of being quiet and safe, they put pressure on the local network of streets and can be more susceptible to crime than traditional layouts. Cul-de-sacs

are not well connected and can add to the fragmentation and isolation of some places. However, there may be instances where cul-de-sacs are required because of topography or other site constraints. In these cases through routes for cyclists and walkers should be provided and these should be well overlooked with active frontages. There may be opportunities to introduce 'non-standard' materials and specifications in short sections of cul-de-sacs, which would remain in private ownership and remain the responsibility of individual householders. This would help achieve a finer 'grain' within developments, but should be discussed with the Council's Transportation Service at an early stage.

Homezones

Homezones are residential areas which have been designed to ensure that the quality of life in the residential area takes precedence over ease of vehicle movement. Homezones are most appropriate for streets with a low volume of vehicular movements. Homezones will usually involve narrow shared surfaces with built-in elements (raised tables/chicanes) combined with features such as trees, planters and street furniture to limit traffic speeds through design. In designing shared surface streets, the design solution must ensure that the street will be wide enough to accommodate servicing and emergency vehicles.

Homezones are often constructed using paviours or coloured/textured asphalt rather than traditional black asphalt. This helps to highlight the different nature of the 'street'.



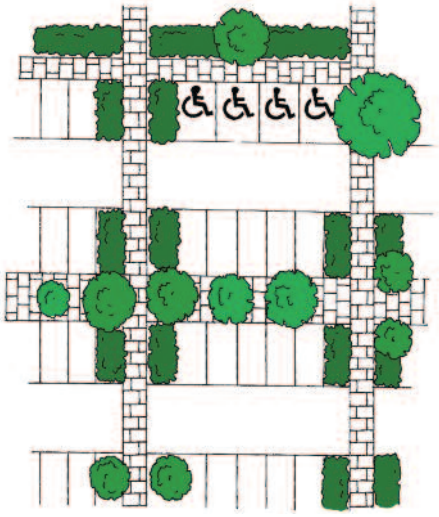
Example of a Homezone layout

Homezones can form part of a well connected network of public shared spaces which encourage walking, cycling and social interaction. Homezones should conform to the following key principles:

- Access points into homezones must be clearly defined to allow all users to understand the change in street layout and function, which requires different behaviour. Access point design is likely to include design features such as planting, street narrowing, surface level and material changes.
- Streets within homezones must be capable of allowing two-way traffic movements. One way systems will not be acceptable.
- Short forward visibility standards must be applied to influence driver behaviour and encourage low vehicle speeds. This can be achieved with varied deflections in the street and the careful positioning of trees, planters, buildings, lighting columns, etc.
- On street parking should be designed to minimise the impact upon the streetscene, influence traffic movement and speed. Soft and hard landscaping and street furniture should be used to define parking areas.
- Paving material and colours should be varied to distinguish between the preferred use of a particular part of a shared surface and to reinforce the distinctiveness and identity of public spaces. Developers are advised to discuss materials/colours with the Planning Authority at pre-application stage.

Car parking

Car parking can dominate the streetscape unless it is carefully designed. The street must be capable of accommodating parked vehicles without detracting from the character of the place. Parking and turning space also needs to be considered for bicycles, public transport and service vehicles. The level and location of car parking provision can influence how people travel. Parking should be conveniently located and overlooked by properties. Parking within the front curtilage should be avoided as it breaks up the building frontage and leads to a visual dominance of parked cars, restricts overlooking of the street and minimises garden space.



Parking bays should be broken up with soft landscaping

Most residential car parking must be provided to the side or behind the building line, in areas which allow for active surveillance. Car parking to the side of properties is preferred, but some styles of development, e.g. flats may be suited to the rear or courtyard parking.

Street frontages should not be dominated by garage doors, which should be in line with or set back from the house front.

On-street parking using discrete bays broken up by soft landscaping, kerb features or street furniture softens the impact of communal parking areas. Communal car parking to the rear of flatted developments reduces the impact of the car and allows for a softer, landscaped frontage to the building.

In commercial developments, which involve significant areas of car parking the impact should be reduced by locating parking to the side or rear. Paved surfaces should be kept to a minimum and parking bays broken up into small separated clusters.

Car parking provided to the rear of property reduces the level of parking on the street

Reducing Street Clutter

Street furniture, signs, bins, bollards, lighting and other items which tend to accumulate on a footway can clutter the streetscape and be visually intrusive. Signage must be kept to a minimum and be well located. Street lighting should be as discreet as possible but provide adequate illumination, e.g. mounted on building walls.

Buildings

Aim: To ensure development reflects the identity and character of the place, and that individuals' can easily navigate their way around by using markers such as vistas and focal points.

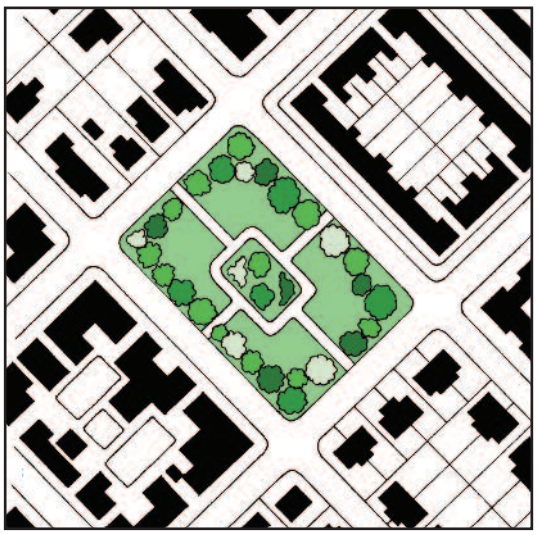
Key Principles:

- Development must reflect an understanding of the context of the surrounding built and natural environment;
- Development must incorporate a mix of housing types and sizes and a density appropriate to the site's context
- Buildings should be arranged in perimeter blocks with private backs and public frontages;
- Buildings must front onto the street to ensure active frontages;
- Public and private space must be clearly defined;
- Built-in features (i.e. marker homes, walls, play areas) that use architectural devices (i.e. gables, chimneys, articulated window surrounds) and materials should provide focal points to guide people through the development;
- House types should reflect local characteristics (i.e. combine standard house types with local architectural elements to reflect a modern contemporary development that is sensitive to its context);
- Buildings should be designed to 'turn a corner' (i.e. L-shaped footprint, windows built into gable elevation) to address another street and provide natural surveillance;
- The relationship between the scale of buildings, massing, materials (i.e. house and road surface) and boundary treatment (i.e. garden walls, hedges) should reflect the street hierarchy and provide a sense of containment (e.g. massing and variation in scale along key frontages);
- Buildings along prominent streets, key frontages and corners must reinforce the character and identity of a place;
- Buildings should be orientated to maximise visual connections with the surrounding area (i.e. termination of a vista with a landmark); and,
- Buildings should maximise environmental benefits (i.e. passive solar gain by presenting principal elevations to the sunpath and avoiding blank gables to the south).

Legibility

A 'legible' development means that people can easily 'read' or navigate their way around an area. They understand where they are going because they recognise distinctive characteristics, landmarks, views and other markers. These help distinguish different parts of an urban area and create a sense of identity fostering civic pride and community integration.

Historically, many towns and villages in Moray have developed as either a grid pattern such as Hopeman, or as a series of narrow lanes with small stone cottages such as Seatown, Cullen. These characteristics have created easily recognisable urban forms. Urban places that provide an identifiable and memorable character have a strong sense of place.

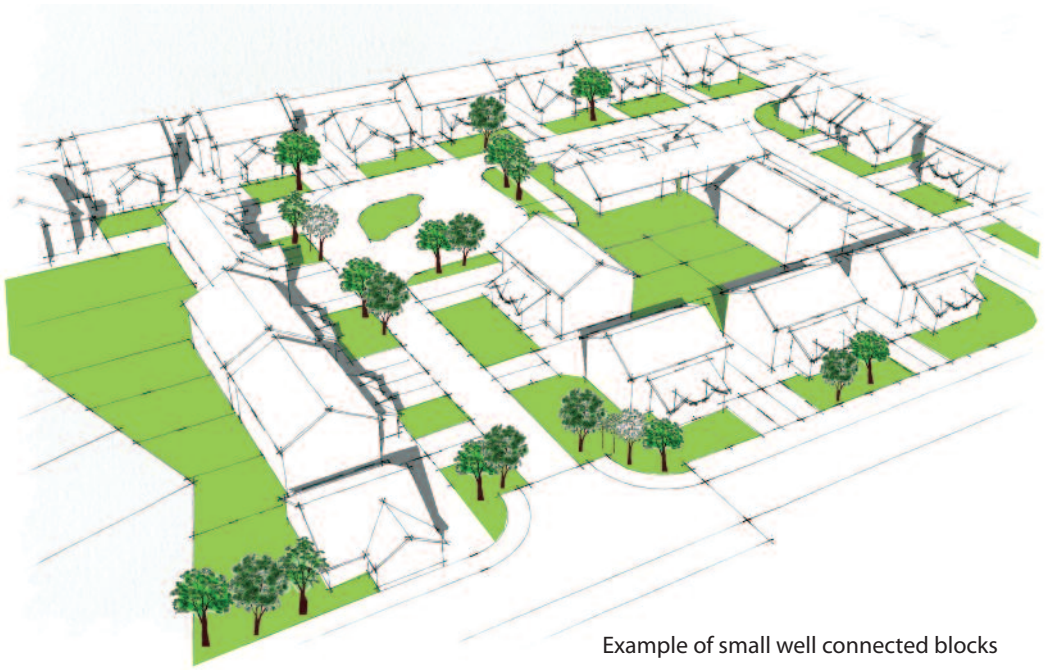


Perimeter block layout with central open space

Perimeter Blocks

Blocks must be arranged to face outwards onto the street and make a clear distinction between public fronts and private backs. Buildings fronting onto streets, squares and parks present their public face and create activity, vitality and security. Perimeter blocks are proven to be an effective structure for residential areas. They also offer opportunities for private, enclosed gardens. Where this rule is not followed, buildings often expose blank sides, car parking areas and rear servicing to the street, restricting activity and natural surveillance.

Continuous building lines along a block edge are successful at providing good enclosure to a street or square and generating an active frontage with frequent windows and doors. Active frontages encourage street activity and increase security. The primary means of access for all dwellings should be from the street. Living rooms and kitchens provide the most active natural forms of surveillance. Bathrooms, bin stores and garages are the least active. No blank facades should face out onto public space. Main entrances should open onto the street that they front.



Example of small well connected blocks

Block Sizes

A key consideration in the design process is getting the correct block size. Block sizes should reflect the surrounding character. Large block sizes are a common failing in modern developments resulting in a meandering road layout with a series of cul-de-sacs leading from it. A draft block structure should be overlaid onto the results of the site and area appraisal.

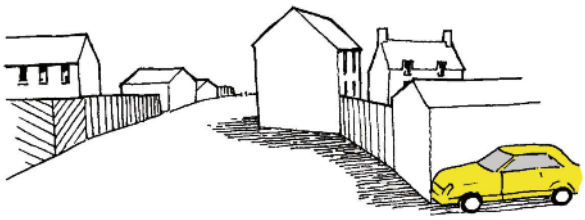
Small block sizes offer more choice of routes than large block sizes and are considered to be more 'permeable'. Small block sizes are easier to find your way around and offer better opportunities for walking and cycling. A variation in the block size within a place can also add variety, interest and character.

Example of small blocks v large blocks. Small blocks offer more choices of routes and often a more direct route from one point to another.

Public Fronts and Private Backs

Streets should be designed with the basic principle of public fronts and private backs. Back gardens should be private and adjoin other back gardens or a secure communal space. However, backing onto a public space should be avoided. Front doors should open onto the street, small areas in front of the property or front gardens. In commercial developments, service areas should be located to the rear with active frontages and sides to the buildings.

A street with an active frontage and a clear public front



A street with blank facades, presenting its back to the street

Crime Prevention

Blank facades, remote footpaths, poor lighting and areas which cannot be observed all contribute to perceptions of poor security. Well designed places should take account of crime prevention measures. Buildings should be orientated to ensure that public open spaces, car parking areas and footpaths are all overlooked to improve security. Active building frontages generate activity and help to increase safety.

Lighting can help to reduce the incidence of crime, add vitality to the area and enhance its attractiveness and sense of place.

Footpaths should have an open aspect, be well lit, with good surveillance allowing pedestrians to see the full length of the path. Pedestrians should not have to negotiate enclosed, poorly lit paths or blind corners or recesses.

Density

The Moray Local Development Plan identifies indicative capacities for designated housing sites. For other sites the appropriate density will be determined by taking account of a number of criteria including neighbouring density levels, landscaping, access, noise, flooding, etc.

Sequence Markers

Sequence markers can be added to the design of a development to assist with orientation around an area. Sequence markers are required along longer stretches of paths or roads to remind people where they are and provide a sense of getting somewhere. A sequence marker can be added in a variety of forms including a different house style, landscape feature or street furniture. These can be sited at junctions to become landmarks within a formal grid structure. However, on curved streets they should be sited to be visible from a distance and could project up, down or forward, relative to the building line.

Mixed Uses

Large residential areas should incorporate a range of non-residential uses, such as shops, school, employment and community facilities. The location of these within predominantly residential areas will reduce the need to travel, and will create activity and the opportunity for social interaction. Community facilities should be sited at locations, which are accessible by a choice of transport modes.

House Designs

Development proposals should include a mix of housing types and sizes that will contribute towards the quality of the place. Careful attention should be paid to the building design, finishes and materials. Building scale, positioning of doors, windows and materials are all important contributors to the overall design of a place. The aim should be to create an interesting streetscape with different house styles sharing an overall unity in terms of design which integrates with the surrounding area.

Corners

Where a building is on a corner, it must 'turn' the corner by providing an active frontage on both streets. Corner sites are visually prominent, have two frontages and need to face both ways. They can be key buildings, which enhance legibility and visual surveillance of public areas.

Gateway Features

Gateway features add to the character and identity of a place. These will normally include soft landscaping, street furniture, public art features and well designed and positioned buildings to provide a sense of arrival. Gateway features must be incorporated into new roundabouts leading into places to avoid featureless roundabouts along key transport routes.

Public Art

Public art can make a major contribution towards creating a sense of character and identity in a place. Public art must be integrated into the design from the outset and can be provided in a wide range of imaginative ways including street furniture, paving art and events. Developers should commission artists at an early stage of the design process to integrate art into the development.

Open Space & Landscape

Aim: To promote places that are responsive to the natural environment and offer safe, quality recreational opportunities.

Key Principles:

- Incorporate and respond to natural features (i.e. knolls, ridge lines) through layout and mix of building heights;
- Create a network of open spaces that are connected externally to the surrounding landscape and internally through green corridors;
- Use land efficiently to avoid layouts that result in left over space;
- Provide different types of open space (i.e. recreational or play, amenity or leisure and private);
- Open spaces must be fit for purpose and linked together by footpaths and cycle paths;
- Open spaces, footpaths and parking areas should be overlooked by buildings to provide natural surveillance;
- Encourage biodiversity by considering a range of planting including retained, enhanced and new;
- Proposals must include provision for public art, and,
- Design open spaces to maximise environmental benefits (i.e. building height will impact on the amount of light reaching the public realm).

Open Space & Green Corridors

Well-designed open spaces should be considered at the outset of the design process and form an integral part of the development. They should be a focal point for the local community. Open spaces allow for informal recreational opportunities and break up the built environment. Open spaces should aim to add to existing features in and around the site to create a network of green corridors linked together by footpaths and cycle paths to reduce reliance on the car. Existing natural features on the site should be identified in the site and area appraisal and integrated into the design.

Developments should incorporate a variety of open spaces to provide for a range of uses from walking, kick about areas and amenity provision. Green networks are important for connectivity, visual amenity and for encouraging biodiversity.

To ensure they are 'fit for purpose' open spaces should be:

- Overlooked by buildings with active frontages;
- In the right place;
- Multi-functional;
- Readily accessible;
- Safe, inclusive and welcoming;
- Well-maintained;
- Performing an identified function;
- Linked by foot/cycle paths to the rest of the place and linked to public transport connections; and,
- Connected into other open spaces in adjacent areas to form green corridors.

Developments should not have left over areas of space as these often lead to problems of maintenance. The management and maintenance of open space should be built-in from the start of the design process.

New planting should be integrated into street designs wherever possible. Tree and shrub planting in front gardens and communal parking areas helps to break up the built environment and softens the streetscape. Care must be taken in the selection of tree species to avoid future maintenance problems in terms of the impact on buildings, footways and servicing.

Boundary treatments should enhance and define open spaces. High wooden fencing will not be acceptable unless accompanied by soft landscaping.

Landscaping

Landscaping is vital to ensuring that development fits into its natural environment given that a well-designed development will fail if it does not integrate successfully with its surroundings. Insensitive development without green landscaping or public outdoor space is sterile, unattractive and uncomfortable. It undermines the special environmental quality of towns and villages and their setting which are often the reason that people have been drawn to live and invest in them. Landscaping can also perform an important role in micro-climate amelioration (i.e. shelter belts) and can be of great benefit to native wildlife and biodiversity.

Landscape character is influenced by the physical features and aesthetic qualities of the place. Defining the landscape character is a vital part of the site and area analysis. Landscape character can be analysed by considering: the series of spaces, their sequence and interrelationship; aesthetic qualities possibly composed of a number of dominant elements (form, line, colour and texture) and dynamic or visual forces; viewpoints from critical, fixed and moving points to inform views to be opened up and those to be screened; and, variation in the perception of the landscape (seasonal changes in light, colour, form texture, sound, smell and feel).

Landform is a key characteristic that will have particular implications for site development. An understanding of relief, slope, aspect and visibility will assist in identifying those areas of the site that are capable of accommodating development without extra costs. Generally, slopes in excess of 1 in 5 are expensive to develop and service, requiring significant earthworks and retaining walls. This type of works is often unsightly and development of higher slopes should be avoided. A contour plan, slope analysis diagram and sections (short and long) will aid an understanding of the site's landform and the opportunities and constraints this presents for development.

Landscape is a key element of the design process without which a place will not function efficiently. Careful attention needs to be given to landscape fit for any new development to ensure the special qualities of the place are not eroded.

The Design Process

Design must be considered at the very outset of a development and involve professionals and communities in the process. The planning authority must be involved from inception to ensure that the key design principles set out in this guide are embraced and to foster good partnership working.

The design process consists of 5 key stages which ultimately explain why the design solution adopted is the most suitable in the circumstances. The 5 key stages are set out below:

1 Site and area appraisal

2 Identify design principles

3 Analysis

4 Design concept(s)

5 Design solution

The design process informs the production of a design statement which must accompany all national and major planning applications. Given the importance of design in terms of the value it brings to our lives, a design statement will also be required for smaller developments of between 10 and 50 house units. Information about design statements and a template are set out in Appendices 1 and 2, respectively.

The first stage in the design process is to appraise the 3 key aspects of the site and area:

- Context: How does the site relate to the surrounding area?
- Connection: How does the site connect? Where do people need to get to and how do they get there?
- Identity: What is the local identity? What makes it memorable?

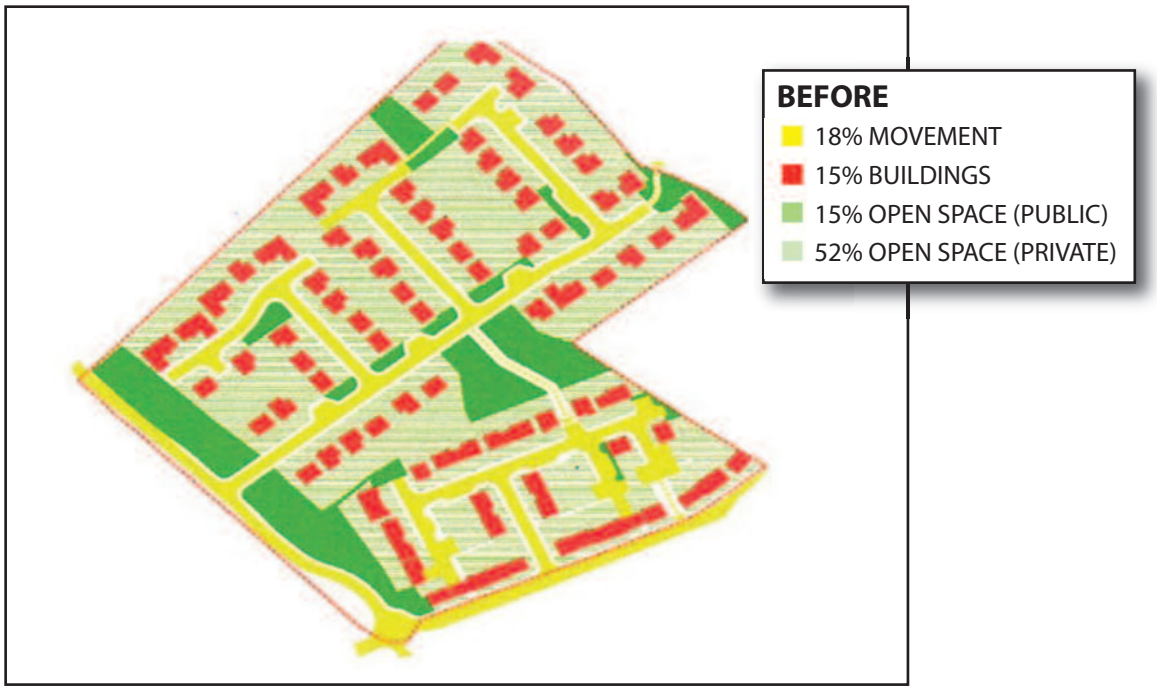
These aspects can be appraised by considering the following:

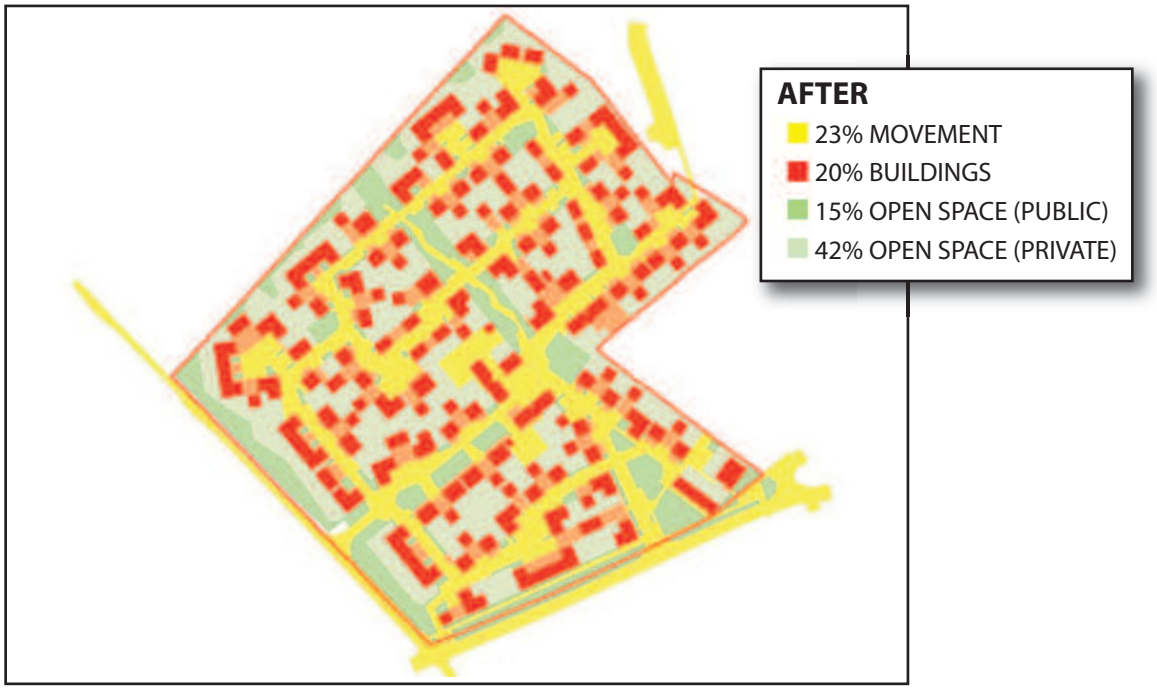
Context	Connection	Identity
Land ownership; Planning History; Heritage conservation (Scheduled Ancient Monuments, Listed Buildings, Conservation Areas); Neighbouring land uses; Landmarks & Focal points; Vistas & Panoramas; Views to/from/over site; Topography; Microclimate; Services.	Existing access connections (roads, paths and cycleways) to and from the site; Desire lines; Crossing points; Pedestrian and vehicle movements (including public transport) within and around the site; Pedestrian/vehicle conflict areas; Surrounding road layout; Disabled access;	Surrounding buildings/housing density; Landscape features; Materials – walls, roofs, windows, street surfacing, street furniture; Use of space – public/private, day/night, seasonal variations; Safety and security issues; Networks of open space (including play and recreational space) in and around the site; Tree Preservation Orders (TPOs)/Wildlife Habitats/Nature Conservation Areas.

It is useful to visually present the information to gain a better understanding of the characteristics of the site. The main aim of the appraisal is to examine the site in its immediate and wider context, to assess its current identity, and to check connections. The second stage is to identify the established design principles. These are a framework of ideas from which the design will be developed. This guide sets out key design principles to be considered in the design of new developments within Moray. Once the appraisal has been conducted and key design principles established, an analysis of the constraints and opportunities the site presents can be carried out. Thereafter, a design concept(s) can be drawn up by combining the findings from the appraisal, design principles and analysis. This should show how the applicant has understood, embraced and interpreted the site in its context. More than one design concept may be produced. Finally, the ultimate design solution can be presented. Where these steps have been followed, the production of a design statement should be relatively easy.

Analysis of Movement, Buildings & Spaces

The analysis of the three key uses in a layout (movement, buildings and open space) is a useful way to show the differences between different design concepts. The Bavarian B-plan tool can be used to show this analysis. The submission of this analysis using the Bavarian B-plan tool should be undertaken for all major and smaller (10-50 house unit) developments.





Quality Audit

An audit will be used to assess the quality of proposed developments. A sequence of 'checks' will be used to appraise the design of masterplans, development briefs and development proposals. These checks should also be used by developers to inform the design process and explain their reasoning for proposals.

Work is currently being undertaken by the Council to produce a quality audit for Moray. The quality audit will reflect work undertaken by the Scottish Government and Architecture and Design Scotland (ADS) on the Place Standard (www.ads.org.uk) and Creating Places Design Toolbox for Designing Streets (www.creatingplacesscotland.org.uk). In the interim, developers will be expected to use these tools in the process of designing their developments as the Council will appraise proposals with these until a local quality audit is produced.

Masterplans

For larger developments either proposed as an individual site or a series of smaller sites, a masterplan will be required.

The masterplan will reflect a clear vision for an area by setting out the relationship between buildings, spaces, movement and land use in 2-D and 3-D imagery. The masterplan will comply with Creating Places, Designing Streets, the Council's LDP specifically primary policy PP3 Placemaking and this Supplementary Guidance on Urban Design. The masterplan will show the following:

- Integration of landscape character and topography with street layout and built form;
- Street and block structure: relationship between streets, squares and open spaces; variety of street character types derived from Elgin's historic environment; street orientation that captures vistas/panoramas of views or important buildings/building lines; and, connectivity to surrounding area.
- Street hierarchy: network of movement patterns which prioritises pedestrians over cars and service and emergency vehicles; and, promotes healthy lifestyles;
- Relationship between buildings and open spaces, taking account of the interface between the external façade of the building, its internal use and the open space;
- Distribution/intensification of activities/uses to reinforce the street hierarchy and create active street edges;
- Density, height, massing and bulk of buildings;
- Key building locations;
- Building orientation based on the principle of 'public fronts and private backs' to create active frontages and maximise natural surveillance and crime prevention;
- Relationship between the street layout and built form to the historic/cultural context and stakeholder interests;
- Integration of micro-climate/energy efficiency (e.g. prevailing wind direction, passive solar gain);
- Promote healthy lifestyles and biodiversity through a rich variety of open space and green and blue networks;
- SUDS techniques relevant to the context; and,
- Basis for the provision of other infrastructure elements such as utilities.

The masterplan will include a design code that will build upon the vision, and ensure that the design intentions are not lost in translation but are efficiently transmitted into a high quality development. This will provide continuity as to the way that the masterplan area develops over time. The design code should include information on:

- Parking (and how this will be accommodated off street and on street);
- Frontage codes (key principles for building frontages and set back);
- Density and building heights (location and range of building heights and density);
- Key and focal buildings (characteristics of key buildings);
- Street hierarchy and codes (details of street design and character, in line with street hierarchy);
- Key spaces/open spaces (key characteristics of civic and green spaces);
- Public art (integration of public art into the development);
- Building types (the range of building types including mixed use blocks);
- Pattern of development (key principles that define distinct character areas within the development);
- Palate of materials within distinct character areas (buildings and streets);
- Sustainability principles (examples of energy, materials, water conservation, SUDs and waste benchmarks)

The masterplan will be accompanied by a phasing strategy informed by a delivery assessment to ensure that proposals are effective and that the quality of the development envisaged by the masterplan can be delivered in perpetuity.

Appendix 1: Design Statements

A design statement is a written statement that sets out and illustrates the thought process behind the design of a development. It is an opportunity for the applicant to demonstrate what has been done to appraise the site and area, identify how design principles have been applied sensitively and explain why the resultant design is the most suitable in the circumstances. Therefore, the design statement should:

- describe and illustrate the appraisal of the key aspects (context, connections, and identity) of the site and area and how these have been taken into account;
- identify the design principles applied;
- set out how the analysis of the site and area appraisal and design principles have led to the proposed design; and,
- state what consultation has taken place on design issues and how the outcome of any such consultation has been taken into account.

A design statement will aid the local authority's decision-making process, and help individuals and communities understand why a particular approach has been adopted. The statement provides a sound basis for constructive discussion and should lead to an improvement in the quality of development.

A template for a design and access statement is shown in Appendix 2. The statement should include illustrative as well as written material as the ability to visualise often helps individuals to better understand the design process. The template is also available online as part of the Council's pre-application guidance. Applicants should also consider guidance in PAN68 Design Statements. Other Scottish Government policy and guidance that will be useful in designing a development and producing a statement is: Creating Places, Designing Streets, PAN67 Housing Quality.

Design and access statements are required for national and major planning applications, although this is not required for planning permission in principle. Design statements are also required for local developments situated within:

- World Heritage Sites;
- Conservation Areas;
- Historic Gardens and Designed Landscapes;
- National Scenic Areas;
- Scheduled Ancient Monuments; and,
- Curtilage of an A Listed Building.

Given the value design gives to our quality of life design statements will be required for smaller developments of between 10 to 50 house units in Moray.

The statement must explain how access provision both to and through the site has been made and how features which ensure access to the development for disabled people will be maintained.

Appendix 2:
Design Statement Template

Design statements will be required for all housing developments with 10 units or more and commercial developments over 500 sq. metres. The applicant will be expected to clearly explain their design solution using the template below as a guide to show how the site/area has been analysed and design principles applied. The issues set out in the template are not exhaustive and have been grouped into the 3 key uses within a development. Wherever possible, illustrations are to be used.

For Official Use Only:

Application Reference:	
Proposal Description/Address:	
Case Officer(s):	

Summary of Proposal

Site Address	• Site address of proposed development.
Description of Proposed Development	• General description of the proposal including the nature and scale of development, gross floor space of building proposed, etc.
Applicant Contact Details	• Name • Address (including post code) • Telephone Number • Email Address
Agent Contact Details (if applicable)	• Name • Address (including post code) • Telephone Number • Email Address

Context

Topic	Describe:
Local Area	• Location of site • General Description of Surrounding Area (i.e. urban, rural, industrial)
Site Background	• Land ownership • Planning History • Neighbouring land uses and relevant planning proposals • Topography, existing trees/vegetation
Servicing	• Public services (i.e. school catchments, public transport provision) • Public utilities (i.e. underground services, drainage, overhead cables)
Phasing	• Phasing of development

Movement/Connection

Topic	Site/Area Analysis	Explanation of Design Principles:
Pedestrian Movement	• Existing access connections (paths and cycleways) to and from site • Pedestrian movements around (and within) site (e.g. informal walking routes) • Desire lines • Disabled Access	*How will the new development be connected to the surrounding area? Will there be a network of continuous routes throughout the site? How will these routes be made safe and secure (i.e. natural surveillance, lighting)? How have desire lines been incorporated into the development? How is the development DDA compliant?*
Vehicular Movement	• Surrounding road and street layout • Existing access (road) connections and circulation • Public transport provision (e.g. bus stops and routes, proximity/route to train station) • Areas of vehicular/pedestrian conflict • Crossing points • Traffic measures (e.g. variation in surface materials, etc)	*Will the development have easy access to public transport and if so, are these facilities well-connected and safe? Will areas with the highest densities be located where access to public transport is best? How has car-parking been integrated into the development to minimise its dominance of the street scene? Are parking areas safe and secure? How have on-street parking bays been broken up (i.e. with soft landscaping)? How has traffic safety been designed into the development?*

Buildings/Identity

Topic	Site/Area Analysis	Explanation of Design Principles:
Heritage Conservation	• Conservation Area, Listed Buildings, Scheduled Ancient Monuments (SAMs).	*How has the historic environment been incorporated to create a sense of identity? How have key buildings/features been protected and/or enhanced by the development?*

Topic	Site/Area Analysis	Explanation of Design Principles:
Surrounding/ Traditional Built Form/Layout	• Block sizes/structure • Building lines • Density • Key buildings	*Will the block size and structure make it easy for people to find their way around? Does the development have active frontages to the street? Is public and private space clearly defined? Is there a coherent hierarchy of streets defined by a well-structured layout? How has density been determined (i.e. higher density around public transport nodes, central areas)? Explain the location of key buildings within the development? How does the development reflect the traditional character (i.e. layout, built form) of the settlement/area? How does the development create a sense of place/identity? What makes the development distinctive and recognisable from other developments?*
Surrounding/ Traditional Buildings Materials	• Walls (colour, material) • Windows (fenestration, style, size) • Entrances (style and size, traditional features, i.e. pends, fanlights) • Scale (height and massing) • Appearance (detail and materials) • Boundary demarcation (low walls, fencing, hedging)	*How will local features be incorporated into the development to create a sense of identity that reflects the traditional character of the settlement? How have buildings been designed and/or adapted to contemporarily reflect the vernacular? Explain how the scale of buildings in relation to their location within the development has been determined (i.e. topography)? How have materials been identified?*
Hard Landscaping	• Public art strategy • Location of street furniture • Maintenance arrangements	*How has public art been incorporated into the design from inception? How does this add value to the development? How will people use street furniture? What maintenance arrangements have been put in place?*
Microclimate/ Energy Efficiency	• To comply with Climate Change Supplementary Guidance/Checklist	
Visual Connection	• Landmarks & Focal Points (within and outwith site) • Vistas and Panoramas • Views from, to and over site)	*How have vistas and panoramas been captured by the development to create a visual connection with the surrounding area (i.e. framing of vista by street orientation)? How have landmarks and focal points been enhanced by the development? How do views into the development enhance the settlement's identity? Have focal points been created within the development?*

Open Space/Landscaping

Topic	Site/Area Analysis	Explanation of Design Principles:
Use of Space	• Space between buildings – public/private • Day/Night, Seasonal variation • Security Issues	*Are spaces multi-usable? Do they encourage appropriate activities? Are all routes and public spaces overlooked, safe and secure? Are public and private spaces clearly defined?*
Network of Open Space	• Recreational/open space surrounding site and connection with site • Green Corridors • Types and size of open space (i.e. play areas) • Maintenance arrangements	*How is recreational/open space connected within the site and to the surrounding area? How has the level and type of public space been defined? How have green corridors been incorporated within the development and how do these connect with those surrounding the site and enhance their value? What maintenance arrangements have been put in place?*
Landscape	• Landscape Character • Features (knolls, ridges) • Topography (contours)	*How does the development integrate with and/or enhance the landscape character? How have significant features been protected and incorporated? How has the layout and design taken account of the landscape (i.e. road layout, scale of buildings)? How has landforming (i.e. cut and fill) been minimised?*
Soft Landscaping	• Quality of Landscaping • Tree Preservation Orders (TPO's) • Wildlife Habitats/Nature Conservation • Sustainable Urban Drainage (SUDs) • Maintenance arrangements	*How have natural features and biodiversity been protected and intrusion minimised? Where have opportunities to improve habitats and support wildlife, both on the fabric of buildings (i.e. green roofs) and spaces between them been embraced? How has SUDs been considered from an early stage? What maintenance arrangements have been put in place?*

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