Camden Planning Guidance

# Design

London Borough of Camden

CPG 1

September 2013

Camden

# CPG1 Design

# 1 Introduction

## What is Camden Planning Guidance?

1.1 We have prepared this Camden Planning Guidance to support the policies in our Local Development Framework (LDF). This guidance is therefore consistent with the Core Strategy and the Development Policies, and forms a Supplementary Planning Document (SPD) which is an additional "material consideration" in planning decisions. The Council formally adopted CPG1 – Design on 6 April 2011 following statutory consultation. This document was updated on 4 September 2013 following statutory consultation to include Section 12 on artworks, statues and memorials. The Camden Planning Guidance documents (CPG1 to CPG8) replace Camden Planning Guidance 2006.

1.2 The Camden Planning Guidance covers a range of topics (such as housing, sustainability, amenity and planning obligations) and so all of the sections should be read in conjunction, and within the context of Camden's LDF.

## Design in Camden

1.3 Camden has many attractive and historic neighbourhoods as well as both traditional and modern buildings of the highest quality. These are a significant reason that the borough is such a popular place to live, work and visit. As well as conserving our rich heritage we should also contribute towards it by ensuring that we create equally high quality buildings and spaces which will be appreciated by future generations.

1.4 This objective of achieving high quality design does not just concern new development or large-scale schemes, but also includes the replacement, extension or conversion of existing buildings. The detailed guidance contained within this section therefore considers a range of design-related issues for both residential and commercial property and the spaces around them.

## What does this guidance cover?

1.5 This guidance provides information on all types of detailed design issues within the borough and includes the following sections:

1. Introduction
2. Design excellence
3. Heritage
4. Extensions, alterations and conservatories
5. Roofs, terraces and balconies
6. Landscape design and trees
7. Shopfronts
8. Advertisements, signs and hoardings
9. Designing safer environments
10. Waste recyclables storage
11. Building services equipment
12. Artworks, statues and memorials

1.6 This guidance supports the following Local Development Framework policies:

**Core Strategy**

- CS14 Promoting high quality places and conserving our heritage
- CS15 Protecting and improving our parks and open spaces & encouraging biodiversity
- CS17 Making Camden a safer place
- CS18 Dealing with our waste and encouraging recycling

**Development Policies**

- DP24 Securing high quality design
- DP25 Conserving Camden's heritage
- DP27 Basements and lightwells
- DP30 Shopfronts

1.7 It should be noted that the guidance covered in this section only forms part of the range of considerations that you should address when proposing new development. In addition to these specific design matters you should also consider wider issues such as cycle storage, residential space standards, wheelchair housing, designing in sustainability measures and impacts on neighbours. Further guidance on these, and other issues, is contained within the Local Development Framework documents and the Camden Planning Guidance.

# 6 Landscape design and trees

**KEY MESSAGES**

- Camden's trees and green spaces are integral to its character.
- Landscape design and green infrastructure should be fully integrated into the design of schemes from the outset.
- We require a survey of existing trees and vegetation to be carried out prior to the design of a scheme.

6.1 This guidance sets out how to protect trees and vegetation and design high quality landscapes in conjunction with development proposals to ensure an attractive, safe, accessible, sustainable and ecologically diverse environment.

6.2 This chapter sets out:

- how existing trees and landscape should be protected;
- what specific protection is given to some trees;
- how new landscaping should be incorporated into developments; and
- considerations for specific landscaped areas and types of landscaping.

6.3 The green landscape of the Borough is formed by parks and open spaces, railway and canal corridors, trees, gardens, green walls and roofs. These landscape components provide Camden's green infrastructure and play a key role in maintaining the local climate, reducing storm water run off, increasing biodiversity, providing space for urban food production and providing public enjoyment.

6.4 We expect landscape design and the provision of green infrastructure to be fully integrated into the design of development proposals from the beginning of the design process.

6.5 This section sets out further guidance on how we will apply Core Strategy Policy CS14 Promoting high quality places and conserving our heritage and Development Policy DP24 Securing high quality design.

## Where does this guidance apply?

6.6 This guidance applies to all proposals affecting or including landscape design on and around buildings and proposals relating to on and off site trees.

## How should existing Trees and Landscape be protected?

### Benefits of retaining vegetation and trees

6.7 Vegetation of all types is at a premium in Camden given the Borough's dense urban environment. Camden's tree canopy and other existing vegetation are integral to its character. If you maintain existing trees and

vegetation on a development site it will help provide a sense of maturity to a development and integrate a development into its setting. Existing trees and vegetation are a key component in adapting to climate change and conserving biodiversity. See CPG3 Sustainability chapters on Climate change adaptation and Biodiversity. Existing species can serve as an indicator of what might be successfully grown on the site when selecting additional plants. The retention of existing mature trees and vegetation also make an important contribution to the sustainability of a project. For example by reducing the impacts and energy demand associated with the provision of new plants such as in their transportation and the irrigation required.

**How should existing trees and vegetation be protected?**

6.8 We will require a survey of existing trees and vegetation to be carried out prior to the design of a scheme in order to identify what trees and vegetation should be retained and protected on site. We will expect developers to follow the principles and practices set out in BS 5837: 2005 Trees in relation to construction to integrate existing trees into new developments.

6.9 BS5837: 2005 Trees in relation to construction outlines the survey method for identifying which trees should be retained and protected. Once the survey has identified the important trees and vegetation a Tree Constraints Plan (TCP) needs to be prepared for the site. The TCP is essential to site planning as it provides the limitations for development including:

- site layout and building lines;
- changes in levels;
- foundation design; and

- service provision where the root zones and crown spread of trees are to be protected.

**NEW UTILITIES**

Useful guidance for the installation of new utilities in the vicinity of trees is also provided in National Joint Utilities Group (NJUG) Vol 4 - Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees

6.10 The TCP should also identify the provision of sufficient space, above and below ground for new planting to develop and mature and existing trees to continue to grow (see paragraph 6.42 below regarding soft landscape design).

6.11 Where trees are identified to be retained it is imperative that contracting and site supervision procedures are in place to ensure that there is no damage during and after construction. We will normally seek a Method Statement which sets out how trees that are to be retained, both on and adjacent to the site will be protected. The Method Statement should identify how the provision of site accommodation, storage areas, site access and the positioning, heights and arcs of cranes will not affect the trees and vegetation that are to be protected.

**Root zone**

The area and volume of soil around the tree in which roots are found. May extend to three or more times the branch spread of the tree, or several times the height of the tree.

**Crown spread**

The extent of the branches, twigs and leaves that form the top of the tree

### Specific protection for trees

6.12 Where a planning application involves works that affect trees either within the application site or on adjacent land (including street trees) we will require the following information to determine the application:

1. A Tree Survey
   (see section 4.2 of BS5837:2005)
2. A Tree Constraints Plan
   (see sections 5.2 and 5.3 of BS5837:2005)
3. An Arboricultural Implications Assessment
   (see section 6 of BS5837:2005)
4. An Arboricultural Method Statement for the protection of trees to be retained including a Tree Protection Plan
   (see section 7 of BS5837:2005)

6.13 Failure to supply the documents outlined above may lead to a planning application not being validated.

6.14 To obtain a copy of BS5837:2005 please visit www.StandardsUK.com and for a list of arboricultural consultants visit www.trees.org.uk, www.charteredforesters.org and www.consultingarboristssociety.co.uk.

### Tree preservation orders

6.15 Many trees in Camden are covered by a Tree Preservation Order (TPO). Please contact the Council to find out if a tree is protected by a TPO.

**TREE PRESERVATION ORDER**

A tree preservation order is made by the Council to legally protect specific trees or groups of trees that provide public amenity.

Unauthorised works to a tree with a TPO is a criminal offence and may result in prosecution and, upon conviction, a fine.

6.16 Works (above or below ground) to trees with a TPO require our permission. Application forms for these works are available at www.camden.gov.uk.

6.17 Works to a tree with a TPO required to enable the implementation of a planning permission are dealt with as part of a planning application. A further TPO application is not required.

### Trees in Conservation Areas

**SECTION 211**

Under Section 211 of the Town & Country Planning Act 1990, anyone proposing to cut down or carry out work on a tree in a Conservation Area must provide the Council 6 weeks notice of their intention to do so.

6.18 All trees in Conservation Areas with a trunk diameter of 75mm or greater measured at 1.5m above ground level are protected under section 211 of the Town and Country Planning Act 1990 (as amended). If you are proposing works to a tree in a Conservation Area, above or below ground, you are required to give Camden Planning Services six weeks notice of your proposals (See above link for forms). Works to a tree in a Conservation Area required to facilitate the implementation of a planning permission are dealt with as part of a planning application. A further section 211 Notification is not required. If you carry out unauthorised works to a tree in a Conservation Area is a criminal offence and may result in prosecution and, upon conviction, a fine.

## How should new landscaping be included into a development?

### General principles

6.19 Urban landscape design encompasses the following types of spaces:

- streets and associated public spaces,
- parks, public and private squares, gardens,
- amenity and servicing space around buildings; and

- buildings themselves.

6.20 The principle components of landscape design are soft landscape details (planting) and hard landscape details (the constructed aspects of design) for example surfaces, lighting, seating, water features and boundary treatments.

6.21 Urban spaces have particular character which results from a combination of factors including geology, ecology, topography and the history of their development and use. We will expect new landscape design to respond to, preserve and enhance local character, including through the:

- preservation of existing trees and hedges;
- planting of new trees and hedges; and
- detailed design of boundary treatments and spaces within the site particularly where they are visible to the public domain.

6.22 Planning applications will be assessed against

- the successful resolution of the above elements into the design of the site
- whether the site design has optimised opportunities to increase a site's sustainability and function in adapting to climate change (see CPG3 Sustainability for further details on Biodiversity and Climate change adaptation)
- the need to reduce opportunities for criminal behaviour (see the chapter in this guidance on Designing safer environments)
- the need to provide inclusive environments (see CPG6)

**Specific areas that are landscaped and contain trees**

6.23 Areas within a development site that are generally landscaped include:

- gardens;
- access and servicing routes;
- parking spaces and cycle stores;
- boundary walls, fences and railings; and

- building roofs and walls.

### Gardens

6.24 Front, side and rear gardens make an important contribution to the townscape of the Borough and contribute to the distinctive character and appearance of individual buildings and their surroundings. Gardens are particularly prone to development pressure in the Borough with their loss resulting in the erosion of local character and amenity, biodiversity and their function in reducing local storm water run off.

### Front Gardens

6.25 The design of front gardens and forecourt parking areas make a large impact on the character and attractiveness of and area and in particular the streetscene. The design of front gardens and other similar forecourt spaces should:

- consider a balance between hard and soft landscaping. Where changes take place no more than 50% of the frontage area should become hard landscape. Where parking areas form part of the forecourt enough of the front boundary enclosure should be retained to retain the spatial definition of the forecourt to the street and provide screening;
- retain trees and vegetation which contribute to the character of the site and surrounding area;
- retain or re-introduce original surface materials and boundary features, especially in Conservation Areas such as walls, railings and hedges where they have been removed. If new materials are too be introduced they should be complementary to the setting; and
- prevent the excavation of lightwells as a means of providing access to basements where this does not form past of the historical means of access to these areas.

### Paving of front gardens

**CHANGES TO PERMITTED DEVELOPMENT**

The General Permitted Development Order no longer allows the creation of more than 5 square meters of impermeable surfaces at the front of dwelling houses that would allow uncontrolled runoff of rainwater from front gardens onto roads without first obtaining planning permission.

Changes to frontages incorporating hard standings may also be affected by Article 4 Directions. Article 4 Directions are issued by the Council in circumstances where specific control over development is required, primarily where the character of an area of acknowledged importance would be threatened, such as conservation areas

6.26 Planning Permission will not be granted for hard standings greater than five square metres that do not incorporate sustainable urban drainage systems (SUDS) into the design. SUDS incorporate permeable surfaces to allow water to soak into the subsoil, rather than being diverted into the stormwater system. SUDS are particularly appropriate in the parts of the borough north of Euston Road as this area has predominantly clay soils. Methods for choosing the appropriate design of a SUDS are provided in "Responsible rainwater management around the home" available from www.paving.org.uk. Planning applications which incorporate car parking areas into developments will be required to demonstrate that the chosen solution is appropriate to the underlying soil type.

### Creating a cross over

6.27 For single family dwellings planning permission is not required for the creation of a cross over unless the property is affected by an Article 4 Direction or the cross over is to a classified road. However permission is required for the formation of a cross over from the Highways Authority. The Highways Authority will generally refuse permission where it would result in the loss of on street car parking spaces.

6.28 Planning permission is required for forecourt parking at the fronted of buildings divided into flats. Listed Building Consent is required to alterations to structures affecting listed buildings including structures within their curtilage.

**Listed building consent**

Legally required in order to carry out any works to a Listed Building which will affect its special value. This is necessary for any major works, but may also be necessary for minor alterations and even repairs and maintenance. Listed Building Consent may also be necessary for a change of use of the property.

## Rear Gardens

6.29 Rear gardens are important as they:

- form part of the semi public domain where they are over looked by large numbers of properties and the occupants of surrounding buildings benefit from the outlook.

- form the character of an area in terms of the relationship between buildings and spaces and the resulting openness or sense of enclosure
- provide a sense of the greenery where they can be viewed through gaps between buildings
- provide a sense of visual separation and privacy
- soften the impact of buildings and integrate them into their setting
- play a significant role in maintaining the biodiversity of the borough (see CPG3 Sustainability for further details on Biodiversity). In particular groups of trees and vegetation along the rear boundaries of garden provide important wild life corridors within existing development patterns.

6.30 The potential detrimental affects of new structures in gardens can be reduced by:

- carefully siting structures away from vegetation and trees,
- designing foundation to minimises damage to the root protection zones of adjacent trees,
- including green roofs, green walls on new development and vegetation screens.

**Root protection zone**

The area around the base or roots of the tree that needs to be protected from development and compaction during construction to ensure the survival of the tree.

6.31 Planning permission is unlikely to be granted for development whether in the form of extensions, conservatories, garden studios, basements or new development which significantly erode the character of existing garden spaces and their function in providing wildlife habitat (See the chapters on Extensions, Alterations and Conservatories in this guidance document, and CPG4 on Basements).

### Access and servicing areas

6.32 Where underground parking and/or servicing forms part of a larger development, access should be integral to the design of the development. Entrances and ramps should be discrete.

6.33 Entrances and adjoining areas of buildings are often spaces which require the integration of a number of competing needs such as the provision of bins, cycle storage, meters and inspection boxes and external lighting. These elements should be constructed with materials sympathetic to the site and surroundings. You can minimise the visual impact of storage areas by careful siting and incorporating planters to screen developments and incorporating green roofs as part of their structure.

6.34 Space and location requirements for the storage of waste and recycling can be found in this guidance in chapter on Waste and recycling

storage. Further guidance on how access to site and parking areas should be designed can be found in CPG6 Transport.

**Boundary Walls, Fences and Railings**

6.35 Boundary walls, fences and railings form the built elements of boundary treatments. They should be considered together with the potential for elements of soft landscaping. For example, we encourage the combination of low brick boundary walls and hedges as a boundary treatment. Boundary treatments should:

- delineate public and private areas;
- contribute to qualities of continuity and enclosure within the street scene; and
- provide site security and privacy.

6.36 Due to the prominence of the boundary treatments in the streetscene we will expect the design, detailing and materials used to provide a strong positive contribution to the character and distinctiveness of the area and integrate the site into the streetscene.

6.37 With regards to boundary walls, fences and railings, we will expect that:

- you consider repairing boundary walls, fences and railings before they are replaced;
- they make a positive contribution to the appearance and character of the development site and to the streetscene;
- you consider designs to be effective for their function.
- the design and construction does not damage any on site or off site trees that are identified for retention (See paragraphs 6.15 to 6.18 above).

6.38 For boundary treatments around listed buildings or in a conservation area we will expect:

- the elements are repaired or replaced to replicate the original design and detailing and comprise the same materials as the original features
- the works preserve and enhance the existing qualities and context of the site and surrounding area

6.39 Planning Permission is not required for the erection of a boundary treatment no higher than 1m where it abuts the highway or 2m on any other boundary. These heights are measured from ground level and include any structure that may be attached for example a trellis attached to the top of boundary wall.

6.40 Listed Building consent may be required for any works to boundary treatments within the curtilage of a listed building.

**Types of landscaping**

6.41 Landscaping are divided into the following broad types:

- soft landscaping (planting);
- hard landscaping; and
- landscaping on building.

### Soft Landscape Details (Planting)

6.42 Soft Landscape is a term to describe the organic, vegetative or natural elements of Landscape Design. There are three main objectives in planting design (1) Functional (2) Ecological and (3) Aesthetic. Each of these objectives is likely to be inter related however one may be prioritised over another for the purpose of a particular project.

6.43 Functional objectives include:

- integrating a site with its surroundings;
- providing spatial definition and enclosure;
- directing pedestrian and vehicular movement;
- providing shelter,
- providing micro climatic amelioration and
- providing SUDS.

### Ecological Objectives include:

- maintaining and enhancing natural processes; and
- increasing the biodiversity value of a site.

### Aesthetic Objectives include:

- creating or contributing to the character of a place; and
- adding to people's sensory enjoyment in the use of a space.

**Crown canopy**

The uppermost layer in a forest or group of trees.

6.44 Landscaping schemes need to maintain and plant large canopy trees as a means of countering the negative effects of increasing urban temperatures due to climate change. Existing large canopy trees are part of the character of several areas in the Borough. In these areas in particular and other areas where the opportunity arises space should be made for the growth and development of large canopy trees. Large canopy trees are usually considered to be trees which reach a mature height of 15-20m+. Site design should make provision for the expansion of the crown canopy of these trees and sufficient soil volume to support a trees growth to maturity. As a general rule the soil volume required to support a healthy large canopy tree is 6m x 6m x 1m depth. The detailed requirements for the growth and development of large canopy urban trees can be found in “Up by the Roots” by James Urban (International Society for Arboriculture, 2008).

6.45 The long term success of planting schemes will determine species selection suitable for local growing conditions (soil conditions, temperature ranges, rainfall, sun light and shade) and provision for on

going maintenance. Generally native species are considered to be most adapted to local conditions however there are a range of exotic plants which are at least equally adaptable to the unique ecology of urban areas and which provide an important contribution to a site's biodiversity.

6.46 Maintenance requirements should be considered at the design stage in terms of ensuring there is access for maintenance, whether maintenance materials need to be stored on site and that there are available sources of water. Water conservation should be intrinsic to the design of a planting scheme whether it is by selecting drought tolerant plants, maintaining soil conditions conducive to water retention with, for example, mulching or providing for on site water harvesting and grey water recycling.

6.47 Planning applications will be assessed against the degree to which planting schemes meet their objectives and that the chosen objectives are appropriate for the site. Planning applications should be accompanied by:

1. a statement of the design objectives of planting plans;
2. planting plans indicating species, planting patterns, planting size and density; and
3. where appropriate managements plans.

**Hard Landscape Details**

6.48 Hard landscape is a term used to describe the hard materials used in landscape design such as paving, seating, water features, lighting, fences, walls and railings (see paragraphs 6.35 to 6.38 above for guidance on boundary walls, fences and railings and the chapter on Design excellence regarding the design of public space).

6.49 Hard landscape makes a significant contribution to the character of the Borough. The scale, type, pattern and mix of materials help define different uses and effects the perception of the surrounding buildings and soft landscape and overall quality of an area. To help integrate the development with its surroundings and contribute to the sustainability of the project we will expect:

- the selection of materials, patterning and methods of workmanship to consider those already at use in the area;
- traditional and natural materials to be used, especially in Conservation Areas (Guidance can be found in Conservation Area Statements, Appraisals and Management Plans); and
- the use of salvaged and re used materials, where appropriate.

6.50 The Council will discourage the replacement of soft landscaping with hard landscaping in order to preserve the environmental benefits of vegetation identified above. However where hard landscape is unavoidable we will seek sustainable drainage solution to any drainage (see CPG3 Sustainability chapter on Flooding).

### Lighting

6.51 Lighting can make an important contribution to the attractiveness of an area. It is also important for the security and safety of an area. The design and siting of columns and lights can provide a significant role in the creation of the character of a place. Other lighting techniques include wall mounting, bollards with integral lights and ground level up lighters. While adequate lighting is required, the intensity of lighting should be appropriate to its function. Care should be taken not to over light which can lead to unnecessary light pollution and energy consumption and in some cases become a nuisance to neighbouring residential properties. Lightning can also become a disturbance to local wildlife, particularly bats, and can affect the wildlife that uses and lives on the canal.

### Landscaping on buildings

6.52 Landscaping on buildings includes both soft and hard landscaping and occurs in the forms of green and brown roofs and green walls. Green roofs, brown roofs and green walls can provide important landscape detail, biodiversity improvements, prevent local flooding and keep a building insulated. See CPG3 Sustainability (Green roofs and walls chapter).

# 10 Waste and Recycling Storage

**KEY MESSAGES**

Planning for waste recycling and storage should ensure that developments accommodate:

- adequate space (designed) for the storage of waste and recyclables;
- safe location - accessible for all users and collectors and minimise nuisance to occupiers and neighbours (and their amenity space) e.g. noise, obstruction, odours, pests, etc;
- refuse collection for any waste contractor (and allow for reasonable changes to collection services in the future);
- containers should have designated storage areas; and
- sensitively designed/located, especially in conservation areas/or listed buildings.

10.1 This section seeks to ensure that appropriate storage for waste and recyclables is provided in all developments in Camden. Its key aim is to ensure that assists those involved in the design and management of buildings to best provide for the storage of waste and maximise the amount that can be sent for recycling.

10.2 This guidance relates to Core Strategy Policy – CS18 - Dealing with our waste and encouraging recycling and Development Plan Policies - DP26 – Managing the impact of development on occupiers and neighbours and DP22 – promoting sustainable design and construction.

10.3 The preceding section provides detailed guidance on the space requirements for both internal and external storage features – these are set out in two parts:

Residential developments – internal/external features

- 6 dwellings or fewer
- 7 dwellings or more

Non-residential and commercial development

- internal/external features


10.4 A summary table (Figure 13) for the locational requirements is provided as well details of additional considerations depending on the type of development.

10.5 This guidance applies to:

- all new build development;
- development that significantly increases amount of floor space and on-site waste; and
- other activities that significantly increases the amount of waste generated on-site.

10.6 This guidance does not cover construction and demolition waste, or hazardous waste. For further information on these topics please refer to CPG4 Sustainability, particularly the chapter Sustainable use of Materials and Hazardous substances and Construction Management Plans.

## Guidance on standards for waste storage

10.7 This section provides detailed guidance on the requirements for both internal and external waste and recycling facilities to ensure designs allow sufficient space for the storage of waste and recyclable material in developments. To encourage occupants to recycle waste, internal storage areas should be designed into each unit of a new development. This will enable occupants to segregate their waste into refuse and recyclables, and store it temporarily, until it can be transferred to external bins.

### Residential development of 6 dwellings or fewer

#### Space requirements

10.8 Residential development of 6 dwellings or fewer are usually serviced by a kerbside waste and recyclables collection. The designs for waste and recycling facilities need to ensure that:

- internal and external storage areas are designed into each unit;
- internal space is provided for recycling storage, i.e. kitchens and utility rooms are generally the most appropriate locations;
- storage for both mixed recyclables, organic kitchen waste and non-recyclable waste.
- recycling waste storage comprises either a box or bag which are normally stored inside and taken to the kerbside on collection days;
- organic waste (food) kitchen caddies are stored inside the property and emptied into larger external, free-standing organic waste receptacles;
- external space for the storage of garden waste i.e. in large hessian sacks; and
- external storage for both waste and recyclables outside the buildings within the curtilage (for waste collector).

### Dwellings above shops

10.9 Dwellings above shops can only be provided with green recycling bags due to restricted access to them. Therefore, there must be sufficient letterbox space to post these bags through the letterbox to avoid recycling/waste bags being left on the pavement after collection. The Designs need to make adequate space for storage, outlined in Figure Figure 13.

**Figure 13. Waste Storage Requirements for new developments**

| Internal storage | External storage |
|---|---|
| Mixed recyclables are collected in either:<br>• green bags/inserts (30 litre bin - W320 x H453 x D265) or from<br>• green boxes (55 litre box - W445 x H375 x D585)<br>These must be provided in the same location as the bin for the non-recyclable waste; and<br>or organic kitchen waste:<br>• 7 litre (W252 x H252 x D229) kitchen caddy | • Adequate space for 27 litre external organic kitchen waste receptacle (W320 x D400 x H405) |

### Residential development of 7 dwellings or more

10.10 Collection services for developments with 7 or more residential dwellings vary depending on the individual circumstances of the premises. The design of the building and space requirements will be determined on a case-by-case basis by the Council's Street Environment Service - and need to be consulted prior to lodging an application. For this type of development a kerbside collection is preferred, where possible. For external storage requirements, the guidance for Residential development of 6 or fewer units (see Figure 16) should be used.

### Space requirements

10.11 Internal storage:

Developments this size needs to ensure that Internal storage, i.e.:

- be located in an accessible and communal area inside each dwelling;
- the location should also be easily accessible from external storage areas, near to areas of high waste production, and hard wearing and washable - kitchens and utility rooms are generally the most appropriate; and
- recyclables must be able to be separated at the source, and dwellings should be provided with capacity for receptacles for each recyclable component (including food waste), according to the separation at the relevant "bring" facility e.g. glass (3 banks as colour separated at

source – clear, green, brown), cans, plastic bottles, paper (single banks for mixed collections), etc, and for non-recyclable waste.

10.12 Space considerations:

- provide for both mixed recyclables, organic kitchen waste and non-recyclable waste; and
- storage for recycling must have at least twice, if not three times, the capacity of storage for non-recyclable waste to account for the separation requirements and the frequency of removal from the dwelling.

10.13 External storage - by rooms per dwelling:

- Must be provided to allow for recyclables and waste that is expected to be produced by the size of development. For external storage requirements, Figure 16 should be used.

**Figure 14. Amount of internal storage space required by the number of rooms in dwelling**

| Number of habitable rooms in dwelling | Capacity of external storage space required for that dwelling (for weekly collection) |
|---|---|
| 1 | 0.15 $m^3$ |
| 2 | 0.20 $m^3$ |
| 3 | 0.25 $m^3$ |
| 4 | 0.30 $m^3$ |
| 5 | 0.35 $m^3$ |
| 6 | 0.40 $m^3$ |

NB: The figures include both recyclable and non-recyclable waste

**External Bins for waste and recycling storage:**

10.14 Bins for waste and recycling storage vary in size and an appropriate combination must be provided to accommodate the needs of the development.

10.15 The following is a summary of the bins currently used in waste and recyclables storage to provide a guide to the space requirements.

10.16 Normally, recycling bins are provided in one of the following combinations:

- 5 x 1280L Eurobin (separated recyclables);
- 5 x 360L Wheelie Bin (separated recyclables);
- 1 or 2 x 1280L Eurobin (mixed recyclables).

10.17 Consultation must be undertaken with Camden Street Environment Services to confirm the bin requirements and standards:

**Figure 15. Storage containers and dimensions**

| Bin Type | Use | External Dimensions mm H x L x D (H + open lid) |
|---|---|---|
| 360L Wheelie Bin | Recyclables | 1100 x 650 x 880 |
| 240L Wheelie Bin | Food Waste | 1070 x 580 x 740 |
| 500L Eurobin | Food Waste | 1145 x 1305 x 745 |
| Wheelie bin housing (Broxap) | Food Waste | 1290 x 650 x 750 |
| 660L Eurobin | Non-recyclable waste | 1310 x 1260 x 730 (2040) |
| 1100L Eurobin | Recyclables or non-recyclable waste | 1370 x 1260 x 990 |
| 1280L Eurobin | Recyclables or non-recyclable waste | (2360) |
| Paladin | Non-recyclable waste | 1610 x 900 diameter |
| 940L Box Paladin | Non-recyclable waste | 1500 x 1020 x 975 |

(NB: This list, including the bin dimensions, is subject to change. It is only to be used for preliminary design purposes)

### Non-residential and commercial buildings

10.18 The volume of waste generated and thus the number and type of containers that a commercial development requires is ultimately dependent on the use of the building. Where an extension or change of use to an existing property is proposed, this may result in the removal of existing container storage areas, typically, to the rear of a property. This may be acceptable provided that an alternative storage area is designated as part of the proposed development, in line with this guidance. For external storage requirements, Figure 16 should be used.

#### Space requirements

- Internal collection and storage points should always be considered for all types of waste to maximise the amount of recyclable material.
- External storage must be provided in most cases. As a guide, approximately one cubic metre storage space is required for every 300-500sq m of commercial space (includes both recyclable and non-recyclable waste). Storage space must be designed to accommodate bins to hold this amount of waste, separated, and should be designed in consultation with the waste collection contractor.
- Even if a recyclables collection program is not proposed, space must be allocated to locate bins for storage of likely recyclable waste. For example, in any office development, space should be allocated for storage of recycling bins for waste paper.

- Waste and recyclables from residential and commercial components of a development must be stored separately, but they should be stored using the same container type to facilitate ease of collection.
- For summary of external waste storage requirements (see Figure 16)

**RESTAURANTS AND FOOD WASTE**

Special consideration must be given to the location and nature of external storage areas. The volume of waste generated is generally high and has a high biodegradable content, therefore can potentially cause nuisance from odour, visual blight, and through attraction of vermin and scavengers. Storage of such waste should be in solid receptacles which ameliorate negative environmental impacts

From the 1st January 2006 developments that generate food waste will have to comply with the requirements of the Animal By-Products Regulations 2005. The Regulations place controls on the collection, handling, transport, storage and disposal of animal by-products, which includes catering waste. This may have implications for the design of the building and the waste containers required. Further information on The Animal By-Products Regulations 2005 should be sought from DEFRA – www.defra.gov.uk/animalh/by-prods/default.htm

**Location Requirements**

10.19 The table below summarises the key external storage requirements. In particular, the first six features apply to all developments regardless of size and type of units.

**Figure 16. External storage requirements**

| | **External storage area features:** | **Less than 6 residential units** | **7 or more residential units** | **Non-residential (commercial) Development** |
|---|---|---|---|---|
| 1 | Should not be located near ground storey windows. They should be located within 10 metres of an external access. | ✓ | ✓ | ✓ |
| 2 | External storage areas and collection points must be as close as possible to, and preferably within 10 metres of, a place suitable for a collection vehicle to stop. | ✓ | ✓ | ✓ |
| 3 | Storage facilities must be at or near street level, and should be accessible via appropriately sized and graded ramps to allow bins to be wheeled to and from the collection point easily. | ✓ | ✓ | ✓ |
| 4 | Must be safe for users by being well lit and visible from public vantage points and nearby dwellings / tenancies. | ✓ | ✓ | ✓ |
| 5 | Should be unroofed, unless they are fully enclosed and secured (ideally inaccessible to animals). | ✓ | ✓ | ✓ |
| 6 | Should be accessible for collection purposes and not impede pedestrian or vehicular access on public thoroughfares or to and from buildings. | ✓ | ✓ | ✓ |
| 7 | Should be located as close to the front property boundary as possible, preferably behind the front boundary wall, without detracting from the street scene. | | ✓ | |
| 8 | Consideration should be given to the<br>• allocation of additional external storage space in the future, e.g. additional bins,<br>• composting facilities - in residential development with a garden or landscaping,<br>• provision of onsite storage for bulky waste (i.e. furniture) items and potential opportunities for re-use of these items. | | ✓ | |
| 9 | Should be in an enclosed chamber that can be accessed from outside the building. | | | ✓ |
| 10 | Large developments in areas that are deficient in recycling banks (“bring”) facilities will be expected to incorporate these facilities onsite for use by the general public - must be located in secure and easily accessible communal areas, | | ✓ | ✓ |

### Additional Requirements

10.20 Applicants must provide details of storage for waste and recyclables in a proposed development as part of their application. These should be shown on the plans or in the application documents, where possible, and will form part of the approval

10.21 For schemes that create 7 or more dwellings, or includes a non-residential component, the applicant must consult Camden Street Environment Services prior to making an application to determine the best means of storage and collection for the development. A statement describing the proposed waste storage and collection arrangements, as agreed with Street Environment Services, should be provided with the application.

10.22 For large proposals, or for proposals with complex waste separation or collection arrangements, a management plan might be required as a condition of approval.

10.23 Consideration should also be given to materials and finishes, and lighting of waste enclosures, to ensure that they are safe and secure, and do not present a fire hazard. These are dealt with in the Building Regulations.

10.24 Private contractors often collect commercial and other non-municipal waste. They may have different requirements for collection to those of the Council, and should be consulted prior to making an application, to ensure that their requirements can be accommodated.

## Further information

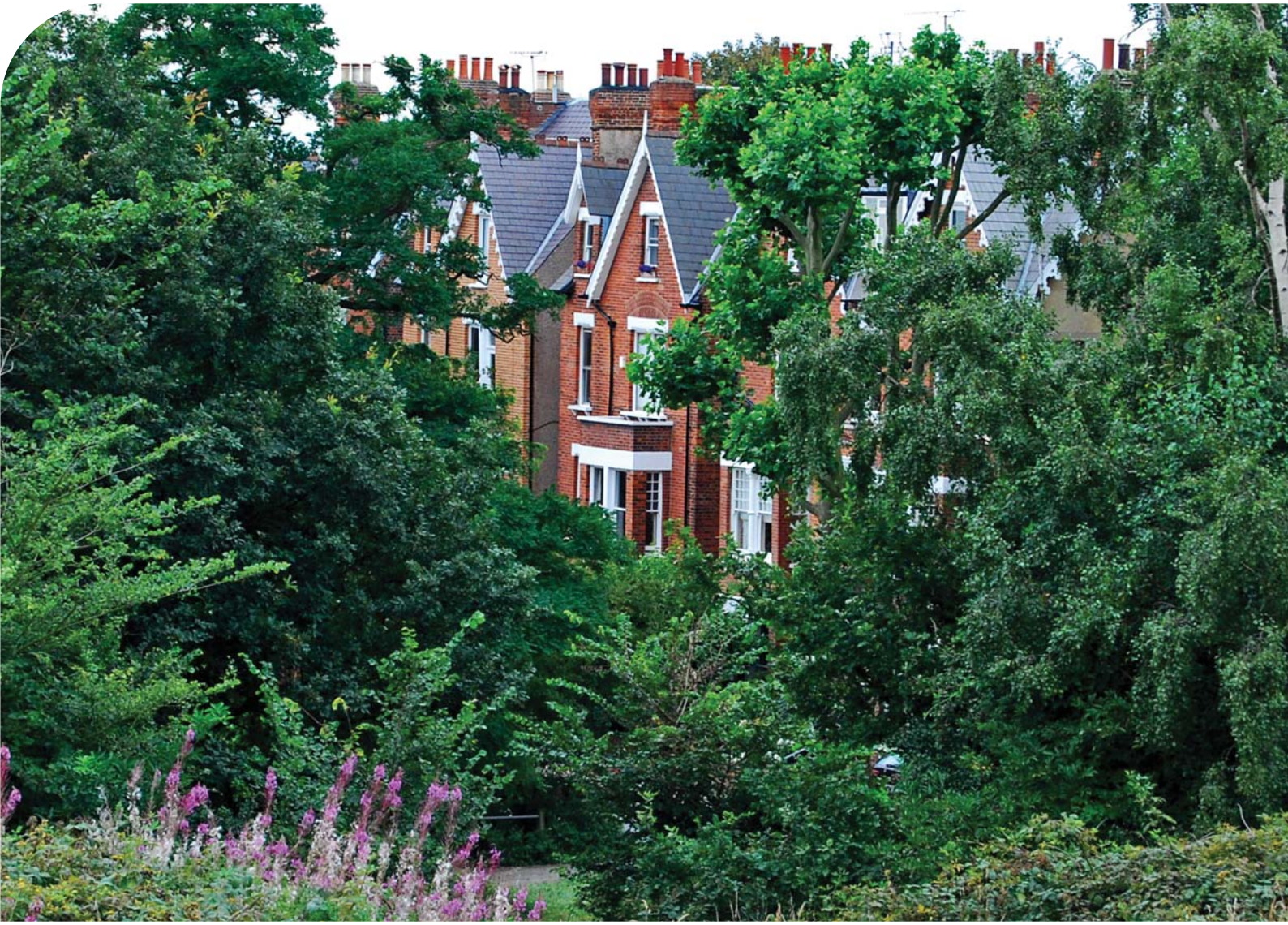
| | |
|---|---|
| Camden Street Environment Services | Applicants are advised to contact Camden Street Environment Services in the first instant prior to making an application to determine the appropriate means of storage and collection required for a proposal<br>Address:<br>Roy Shaw Centre<br>3-5 Cressy Road<br>London NW3 2ND<br>020 7974 6914/5<br>www.camden.gov.uk/waste |
| Waste storage requirements | Waste Storage : A Guide for Developers of Commercial and Residential Premises in the London Borough of Camden, Camden Street Environment Services<br>BS 5906 2005 Waste management in buildings – Code of practice, British Standards |
| Assistance with the identification of an appropriate company to deal with recyclable waste from the proposed development | Waste recycling www.wasterecycling.org.uk<br>For free environmental guidance for small and medium-sized enterprises, see Environment Agency (NetRegs)<br>www.environment-agency.gov.uk/netregs/default.aspx |

Camden Planning Guidance

# Amenity

CPG 6

London Borough of Camden



Camden

# CPG6 Amenity

# 1 Introduction

## What is Camden Planning Guidance?

1.1 We have prepared this guidance to support the policies in our Local Development Framework (LDF). It is therefore consistent with the Camden Core Strategy and Development Policies, and is a formal Supplementary Planning Document (SPD) which is an additional "material consideration" in planning decisions. This guidance will replace Camden Planning Guidance 2006, updating advice where appropriate and providing new guidance on matters introduced or strengthened in the LDF.

1.2 Camden Planning Guidance covers a range of topics (such as design, housing, sustainability and planning obligations) and all of sections should be read in conjunction with, and within the context of, Camden's other LDF documents.

## Amenity in Camden

1.3 A key objective of the Camden Core Strategy is to sustainably manage growth so that it avoids harmful effects on the amenity of existing and future occupiers and to nearby properties.

## What does this guidance cover?

1.4 This guidance provides information on all types of amenity issues within the borough and includes the following sections:

1. Air quality
2. Contaminated land
3. Noise and vibration
4. Artificial light
5. Daylight and sunlight
6. Overlooking, privacy and outlook
7. Construction management plans
8. Access for all
9. Wind and micro-climate
10. Open space, outdoor sport and recreation facilities

1.5 This guidance supports the following Local Development Framework policies:

### Camden Core Strategy

- CS5 - Managing the impact of growth and development
- CS15 - Protecting and improving our parks and open spaces & encouraging biodiversity
- CS16 - Improving Camden's health and well-being

**Camden Development Policies**

- DP26 - Managing the impact of development on occupiers and neighbours
- DP28 - Noise and vibration
- DP31 - Provision of, and improvements to, public open space and outdoor sport and recreation facilities
- DP32 - Air quality and Camden's Clear Zones

# 9 Access for all

**KEY MESSAGES:**

- Well designed, accessible buildings and spaces ensure that local services and facilities are accessible to everyone and increase equality of opportunity and social inclusion. We will seek to ensure the highest standards of access and inclusion in Camden's built environment and public realm.
- We expect all development of buildings and places, including changes of use and alterations to or refurbishment of existing buildings where practical and reasonable, to be designed to be accessible and useable by all to promote equality of opportunity.
- Access should be considered at the beginning of the design process.

9.1 A successfully accessible and inclusive environment is one that everyone can benefit from by being able to move freely, independently and uninhibited within the built environment regardless of age or disability.

9.2 This guidance applies to all development in Camden that may affect the accessibility of buildings and spaces.

9.3 All new developments should incorporate a suitable level of access for everyone and be inclusively designed.

9.4 Changes of use, alterations and extensions to existing buildings and spaces should, where practicable and reasonable, be designed to improve access for all.

9.5 The planning system is not able to require existing buildings or areas to retrospectively improve access where alterations are not being made.

9.6 For developments involving housing, reference should also be made to Camden Development Policies policy DP6 – *Lifetime homes & wheelchair housing* and Camden Planning Guidance on Lifetime homes and wheelchair housing. The accessibility needs are lower for certain sectors of the population, such as students, and so the Council will assess each development proposal on its own merits to determine a suitable level of accessible accommodation to be provided.

9.7 Guidance on the provision of parking spaces for drivers with disabilities is contained in Camden Planning Guidance on Vehicle access.

9.8 This guidance provides general advice on accessibility and advises on further sources of more detailed information. In particular this guidance relates to Core Strategy policy CS14 - *Promoting High Quality Places and conserving our heritage*; CS6 - *Providing quality homes* and policy DP29 - *Improving access* of the Camden Development Policies.

9.9 It is more effective to consider access arrangements from the beginning of the design process as they are an integral aspect of building design.

Overcoming access barriers at a later stage in the project can result in a building or space that is not inclusive and may be inaccessible to many people.

9.10 Applicants are advised to consult the Council's Building Control Service at an early stage in the formulation of development proposals to ensure conformity with the relevant requirements relating to access. Satisfying some of the requirements of Part M of the building regulations can affect the size and design of the building and needs to be taken into account at the early design stage.

9.11 The following table sets out four key principles which, if put together successfully, should help create an accessible environment:

## Principles of access

| Key Principle | Features to be considered |
|---|---|
| 1. Approach | • Level or adequately ramped<br>• Sufficient width and obstacle free<br>• Firm, durable, slip resistant surfaces<br>• Well lit and clearly identified<br>• Dropped kerbs with tactile surfaces<br>• Contrasting colour on bollards and street furniture |
| Parking | • Suitably designed and marked spaces<br>• Spaces as close as possible to all accessible entrances<br>• Dropped kerbs onto a level obstruction free route to the accessible entrance<br>• Appropriately located and signed dropping off point |
| 2. Entrances | • Level or adequately ramped and stepped if necessary with appropriately designed handrails<br>• Ramped gradients as shallow as possible<br>• Level area in front of the door<br>• Level threshold<br>• Canopy over manual doors<br>• Easy to open doors<br>• Provision of electronic entrance doors<br>• Sufficiently wide doors<br>• Doors to have contrast. |
| Lobbies | • Need to be of a size and shape to allow a wheelchair user to move clear of one door before opening the second door<br>• Floor surface that does not impede movement, avoid<br>• dips or changing surfaces, including mats |
| Receptions | • Provide hearing enhancement systems and lowered wheelchair accessible counters.<br>• Should be easily identifiable |
| 3. Levels | • Provide a lifting device and suitable stairs to all storeys above and below ground<br>• Ramps for internal changes within a storey<br>• Any raised areas to be accessible to everyone |
| Circulation | • Adequately wide corridors.<br>• Sufficiently wide doors<br>• Clear, well lit signs<br>• Colour contrast within the building<br>• Corridors free of obstructions |
| 4. Facilities | • Adequate provision of wheelchair accessible unisex toilets<br>• Provision of an enlarged cubicle in separate sex toilets<br>• Where shower and changing facilities are included provide wheelchair accessible facilities<br>• Provision of wheelchair accessible hotel bedrooms<br>• Appropriately designed sockets and switches |

### Additional information

9.12 Level access should be provided to the principal entrance in all developments, and is a requirement for all new dwellings. Any new works must not make access any worse than what may have previously existed, in line with Approved Document M of the Building Regulations.

9.13 The design of routes around buildings should be clear and free from obstruction, especially to the entrance. Any obstructions should be made clear and avoidable, for example by changes in surface texture.

9.14 The above access principles apply mainly to non-residential developments – although the first two will also be applicable to residential developments. In the case of residential development, proposals must meet Lifetime Home Standards as set out in policy *DP6 – Lifetime Homes and wheelchair homes* of the Camden Development Policies. Reference should also be made to Camden Planning Guidance 2 and the section on Lifetime Homes and wheelchair housing.

### Design and Access Statements

9.15 A Design and Access Statement is a short written and illustrated report which accompanies and supports a planning application. It explains the thinking behind a design and its context in a proposal in a structured way. A Design and Access Statement should:

- Show how the applicant has analysed the site, its setting, and as a result of this assessment, formulated and applied design principles to achieve a good, inclusive design for buildings and public spaces;
- Include the specific needs of disabled people, by showing how they have been integrated into the proposed development, and how inclusion will be maintained and managed; and
- Be flexible, adaptable and be able to change with the design of the proposal should any amendments or changes occur.

9.16 The level of detail appropriate in an access statement will depend on the size, nature and complexity of the proposal, as a minimum, all should include:

- A short illustrated statement setting out the site and context appraisal, the purpose of the proposed development, a list of design principles and a description of the proposal explaining how the design responds to the appraisal and design principles;
- A plan of the site, surrounding area or natural form and key features as identified in the appraisal;
- Annotated sketches and photographs;
- Important elements of the context that inform the design principles;
- Plans and elevations of the proposal;

9.17 The following points should be taken into account when preparing a Design and Access statement:

- A brief explanation of the applicant's approach to access, with particular reference to the inclusion of disabled people;
- A description of how the sources of advice on accessibility and technical issues will be, or have been, followed;
- Details of any consultations undertaken or planned, including the number of users, particular user need groups (for example, visually impaired, deaf or hard of hearing, ethnic groups, people with learning disabilities and mental health) and the degree to which the process has been influenced by it;
- Details of any professional advice that has been followed, or will be sought, including recommendations from access audits or appraisals;
- An explanation of any specific issues affecting accessibility to, or within, the particular environment being considered, and/or service provision, employment or educational opportunities.
- Details of access solutions adopted to overcome any issues, including those which deviate from recognised good practice;
- Details of the management and maintenance practices adopted, or to be adopted, to maintain features enhancing accessibility (for example, lighting, colour and luminance contrast, door closing forces etc), specialist equipment (for example, induction loops, audible and visual fire alarm systems etc), and staff training; and
- A plan illustrating features such as routes in, out and around the outside of the building, vertical and horizontal circulation routes, positions of accessible car parking bays, the location of public transport, and any other features relevant to the proposal.

9.18 Where good practice cannot be met, the Access Statement should say why this is the case, set out the implications for users, and explain what other measures are being taken to ensure access is provided to the facilities available. See Further Information at the end of this section for links to more detailed guidance.

**Listed buildings**

9.19 Design and access statements are also required for a listed building consent. Where a planning application is submitted in parallel with an application for listed building consent a single combined statement can be submitted which should address the requirements for both.

9.20 Measures to facilitate dignified and easy access to and within listed buildings can often be sensitively incorporated without damage to their special architectural or historic interest. However, the Disability Discrimination Act 1995 does not override other legislation such as listed building or planning legislation. Listed Building Consent will almost always be required for works to improve access and in formulating proposals; applicants are encouraged to undertake early discussions with the Council.

9.21 English Heritage has produced guidance on this topic titled Easy Access to Historic Buildings (see Further Information for the link). Additional information is also contained in Circular 01/06.

**Other considerations**

9.22 Applicants should note that Design and Access Statements differ from the requirements for Access statements set out in Approved Document M of the Building Regulations, which are only required when specific building control regulations can not be met. Approved Document M of the Building Regulations sets out the requirements to ensure access to and use of a building's facilities are accessible to all.

9.23 It may also be appropriate to combine the Design and Access Statements with other statements requested in other sections of Camden Planning Guidance, provided that the requirements of all such statements are adequately addressed.

9.24 Part 3 of the Disability Discrimination Act 1995 gives disabled people a right of access to goods, facilities and services. This requires service providers to:

- Alter a barrier feature so that it no longer has effect;
- Provide a reasonable means of avoiding that feature; or
- Provide a reasonable alternative method of making the service available.

9.25 These requirements apply to all buildings where services are provided to the public and to transportation infrastructure.

## Further information

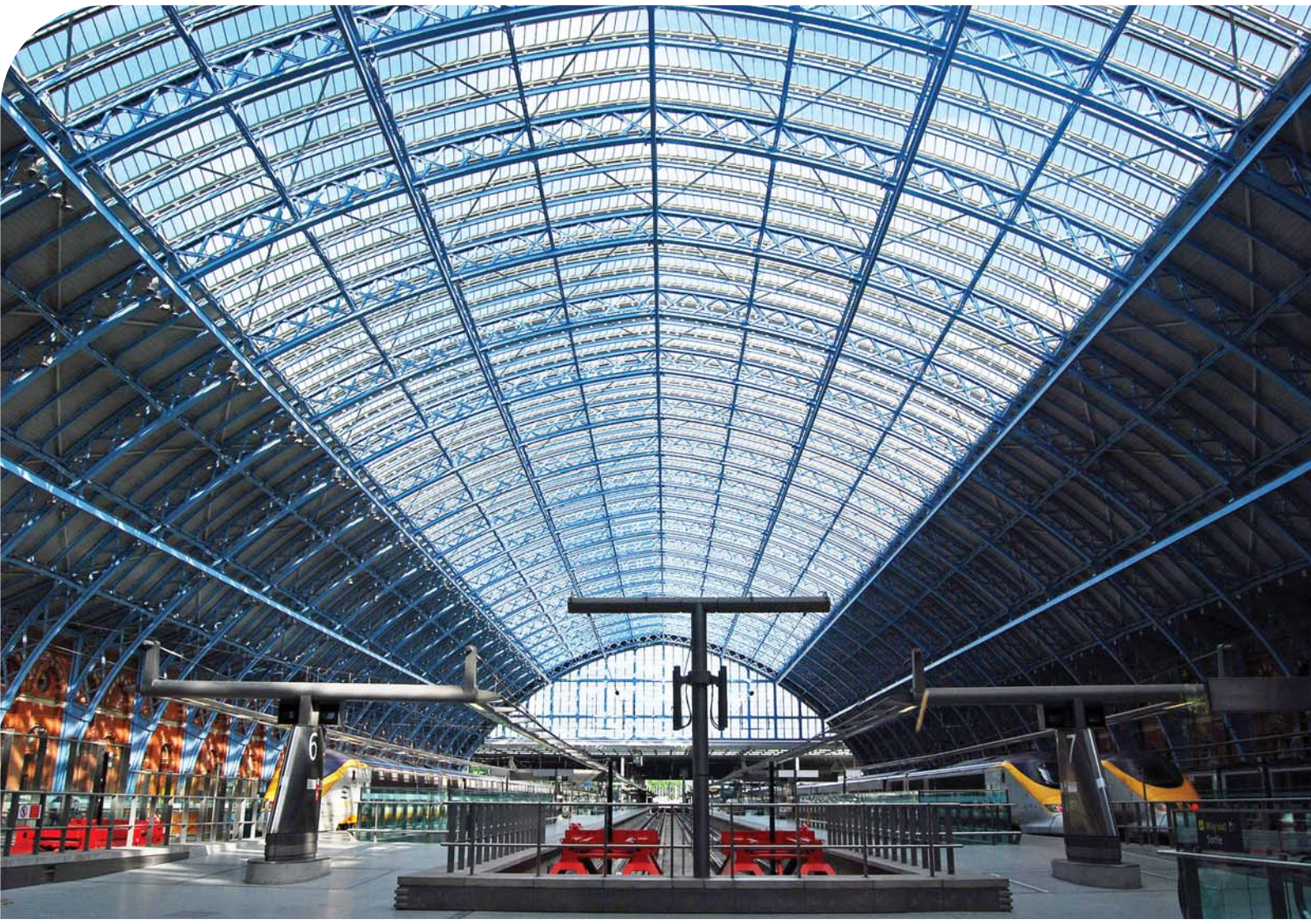
| | |
|---|---|
| Design and Access Statements | Department for Communities and Local Government (March 2010) Guidance on information requirements and validation: www.communities.gov.uk/publications/planningandbuilding/validationguidance<br>ODPM publication: Planning and Access for Disabled People: A Good Practice Guide www.communities.gov.uk/publications/planningandbuilding/planningaccess<br>Department for Communities and Local Government Circular 01/2006: Guidance on Changes to the Development Control System: Section 3 provides guidance on the legislative position and information required www.communities.gov.uk/publications/planningandbuilding/circularcommunities2<br>The Commission for Architecture and the Built Environment (CABE) 'Design and access statements: how to write, read and use them' www.cabe.org.uk<br>Mayor of London's Supplementary Planning Guidance: Accessible London: Achieving an Inclusive Environment http://legacy.london.gov.uk/mayor/strategies/sds/docs/spg_accessible_london.pdf |
| Access and the historic environment | English Heritage have published guidance on 'Easy Access to Historic Landscapes' and 'Easy Access to Historic Buildings' which can be found on their website at: www.english-heritage.org.uk/publications/easy-access-to-historic-buildings/ |
| Lifetime Homes and wheelchair housing standards | Lifetime Homes www.lifetimehomes.org.uk<br>Accessible London: Achieving an Inclusive Environment, GLA (April 2004) |

Camden Planning Guidance

# Transport

CPG 7

London Borough of Camden




Camden

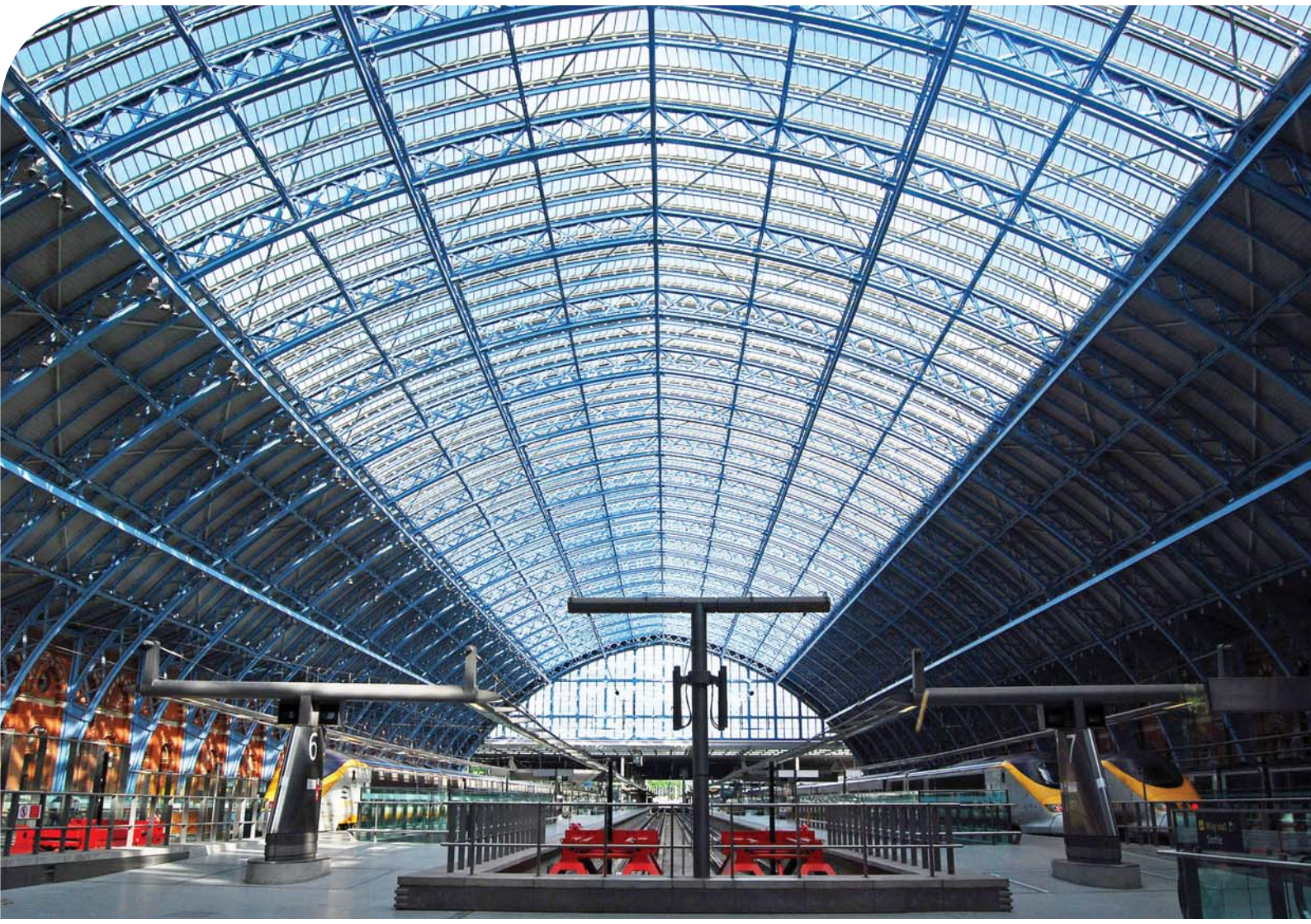
# CPG7 Transport

Camden Planning Guidance

# Transport

CPG 7

London Borough of Camden




Camden

# 9 Cycling facilities

**KEY MESSAGES**

This section includes guidance on:

- The implementation of our minimum cycle parking standards for new development;
- The design and layout of cycle parking; and
- Cycle hire and cycle stations.

9.1 This section provides guidance on meeting cycle parking standards in an effective way, so that cycle parking is convenient and secure, and users of a development are more likely to use bicycles to travel to and from the site.

9.2 It relates to Core Strategy Policy CS11 – *Promoting sustainable and efficient travel* and policies DP17 – *Walking, cycling and public transport* and DP19 – *Parking standards and limiting the availability of parking* of the Camden Development Policies. It should be read in conjunction with Development Policies Appendix 2 – Parking standards.

## When does this apply?

9.3 This guidance applies to:

- Applications which involved the creation of one or more additional dwellings;
- Applications which proposed additional floorspace of 500 sq m or more; and
- Applications which are likely to significantly increase the demand for people to cycle to the site.

## How do we implement our cycle parking standards?

9.4 Numerical standards for cycle parking spaces are introduced by policy DP18 of the Camden Development Policies, and set out in detail in Development Policies Appendix 2. These standards are applied at a threshold of 500 sq m in most cases. Throughout the standards, the stated number of spaces relates to the number of bicycles to be accommodated, not to the number of stands.

9.5 Where a development crosses the threshold, requirements apply to the entire floorspace, not only the floorspace above the threshold. For example, at a new leisure development, 1 visitor cycle parking space per 250 sq m is required from a threshold of 500 sq m. This means that no requirement applies to a facility of 400 sq m, but 4 visitor spaces are required for a facility of 1,000 sq m.

9.6 Thresholds and standards are given as a gross floor area (GFA) relating to the development as a whole, and are not intended to be applied

separately to individual units where a development is subdivided into smaller units. Thus, space for cycles may be required for small premises (under 500 sq m) which form part of a larger development.

9.7 Table 6.3 of the London Plan sets out additional cycle parking standards and states that additional cycle parking provision will be required for larger (C3) residential units.

### Location, design and layout of off-street cycle parking

9.8 Cycle parking should be provided off-street, within the boundary of the site. Cycle parking needs to be accessible (in that everyone that uses a bike can easily store and remove a bike from the cycle parking) and secure (in that both wheels and the frame can easily be locked to the stand). Security is a critical concern in the location, design, enclosure and surveillance of all cycle parking. The table below provides detailed guidance on the location, design and layout of cycle parking for various groups of cyclists.

#### Location of off street cycle parking

| |
|---|
| **General**<br>• Cycle parking outside buildings should be positioned near entrances and where frequent surveillance is possible. For short stays, the parking should be sited within 25 metres of building entrances. For stays of over an hour, the parking should be sited within 50 metres of building entrances.<br>• All cycle parking, including all parts of the parked cycles, should be clear of routes needed for pedestrian movement.<br>• The route to cycle parking from street level should be step free. cycle parking inside buildings should be at the entrance level of the building or accessible by a ramp or lift from street level that can accommodate a bike. |
| **Parking for visitors**<br>Parking for visitors should be clearly visible or clearly signed from the public highway, and should be near building entrances |
| **Parking for employees (and other long stay parking)**<br>Parking for employees (and other long stay parking) should be provided either within the building, or otherwise protected from the weather. Consideration should be given to providing lockers and showers for cyclists. For larger development this would be expected and would be a requirement of a Travel Plan (see section 2 of this guidance concerning Travel Plans). |
| **Parking for residents**<br>Parking for residents should be within the building. Parking for a resident may take the form of a space within an individual dwelling provided that the space is close to the door of the dwelling, and access to the dwelling is level, or by a ramp or lift that can accommodate a bike. |

### Design and layout of cycle parking: Sheffield and "Camden" cycle stands

The Council recommends the use of either "Camden" or Sheffield for the provision of off-street cycle parking, as they meet the Council's requirements in terms of accessibility and security, provided they are laid out correctly.

- The "Camden" stand is a new form of Sheffield Stand, which is now used for all new cycle parking installed on Camden's public highway. Developers are encouraged to use it in place of the Sheffield stand, although the Sheffield stand is still acceptable. The Council's Public Realm and Transport team can advice on purchasing "Camden" stands as they are not as widely available as the Sheffield stand.
- The Sheffield Stand is the most common type of cycle stand used in the public highway. It is recommended for use along with Josta two-tier cycle parking;

Annex 1 provides more detailed guidance on the design and layout of "Camden", Sheffield and Josta stands.

We are willing to consider other forms of cycle parking, however you must meet our accessibility and security requirements, details of which can be obtained from the Council's Public Realm and Transport team. Generally, designs that require cycles be lifted into place or provide insufficient opportunity to lock the cycle will not be acceptable.


## The London Cycle Hire Scheme

9.9 The London Cycle Hire Scheme is a public bicycle sharing scheme for short journeys in and around central London. Users can pick up a bike from a docking station, use it for short journeys, then drop it off at any docking station, ready for the next person.

9.10 Whilst the cycle hire scheme is currently focused around central London, the Mayor of London is investigating its expansion. The Camden Core Strategy states that we will seek to ensure that the scheme is extended to key destinations across the borough, including our town centres (see Core Strategy paragraph 11.13).

9.11 Where appropriate, developments close the area covered by the London Cycle Hire Scheme will be expected to contribute towards the scheme,

where justified as a result of increased trips generated. Contributions could include:

- a financial contribution towards cycle hire facilities. The amount sought will be based on the number of additional trips that are generated by the scheme;
- provision of space on-site to accommodate new cycle hire docking stations, in larger developments where there is space and the location is suitable. Transport for London (TfL) is producing a set of guidance for developers regarding specifications and design requirements for docking stations due to be released in 2011.

9.12 Contributions sought will relate both to the individual impact of a scheme and to any cumulative impact of a number of schemes in the same area.

**Cycle stations**

9.13 Cycle stations provide a secure managed area for cycle parking. The Camden Core Strategy promotes the provision of cycle stations as part of an effort to increase the availability of cycle parking in the borough (see paragraph 11.13 of the Core Strategy), and we intend to create a network of publically accessible cycle stations across the borough.

9.14 We will seek the provision of cycle stations in locations where it will be possible to attract a sufficient number of users. Suitable locations include:

- town centres and the central London area;
- transport interchanges;
- large commercial developments;
- residential areas - linked to new and existing residential development of a suitable scale; and
- larger health and education facilities.

9.15 Where developments generate an increased level of activity they will be expected to provide contributions towards the provision and maintenance of nearby cycle stations, in order to mitigate the effects of the increased number of journeys.

9.16 We will also seek on-site provision of cycle stations as part of larger developments in suitable locations. On-site provision of cycle stations can incorporate a development's cycle parking requirements for visitors (as set out in our parking standards), but should also include extra provision for the wider public. Parking provision for employees and residents of a development, as set out in our parking standards, should be provided separately in order to ensure that they retain the appropriate number of spaces to meet the demand that they generate.

**Design of cycle stations**

9.17 As a minimum, cycle stations should incorporate indoor, sheltered standard cycle parking (e.g. Camden or Sheffield type cycle stands) with

controlled access to the indoor area, and lighting. Cycle stations can incorporate a variety of other features including automated cycle locks, changing facilities, lockers, toilets and showers. Access to and from the cycle station by bike must be safe and convenient and accounted for within the space.

9.18 The Camden Cycle Stations Programme - Review of Best Practice (March 2009) provides information on best practice in the provision of cycle stations. Features that contribute to a successful cycle station include:

- Being located not more than 100m from the target destination, with shorter stays requiring shorter distances;
- Good surveillance by staff, other users and passers-by.
- Effective maintenance and management
- Clear and unambiguous signing to and within the cycle station.

## Further information

9.19 In addition to the guidance provided in Annex 1 below (which includes details on the layout of off-street cycle parking), reference may also need to be made to the Camden Streetscape Design Manual. The manual contains dimensions for on-street cycle parking and the widths required for unobstructed pedestrian routes.

9.20 Other supporting documents include:

- Forthcoming TfL Design and specification of cycle hire scheme
- Forthcoming TfL Guidance on Cycle Stations
- Camden Cycle Stations Programme - Review of Best Practice (March 2009)

9.21 London Cycle Network Design Manual (London Cycle Network Steering Group, March 1998)

### Annex 1 – Sheffield Stand Cycle Parking

9.22 This Annex describes in detail how to lay out Sheffield stands. It also can also be applied to the layout of “CaMden” stands.

9.23 The "Sheffield Stand" refers to a common design of cycle parking made from a tubular steel loop, approximately 50mm to 75mm in diameter, that is fixed to the ground (either bolted through a baseplate or set in concrete). Each Sheffield Stand can accommodate two bicycles, one either side, provided there is sufficient clearance next to the stand and sufficient circulation space so all cycle parking spaces can be accessed

9.24 The CaMden Stand is similar to the Sheffield Stand but is in the shape of a rounded “M” rather than a simple loop. This is designed to encourage uses to lock both wheels and the frame to the stand, rather than just the top tube / frame.

**Figure 3. Sheffield Stand Elevation**

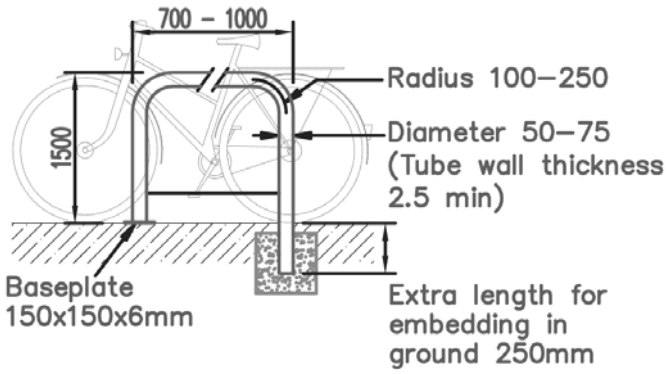
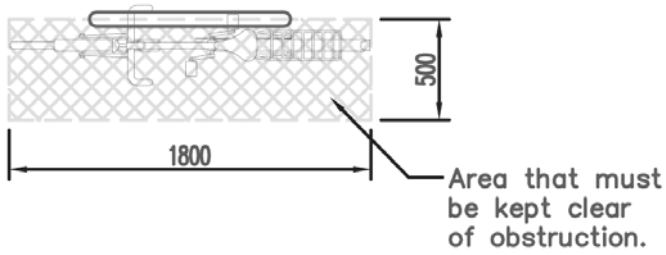


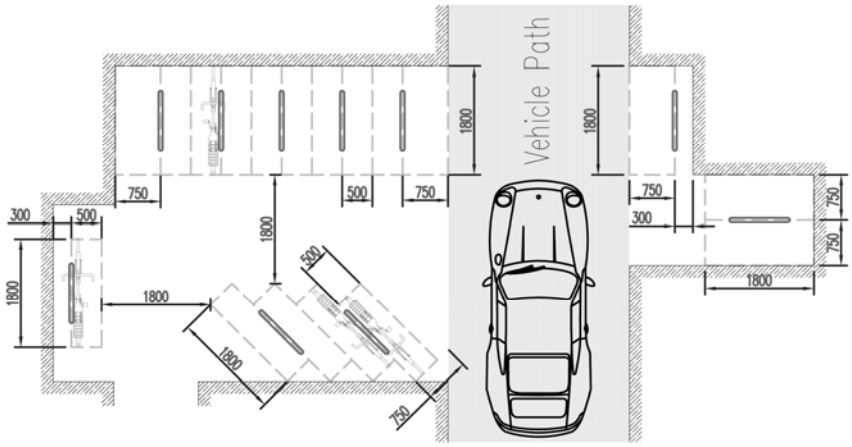

**Figure 4. Sheffield Stand Plan**




9.25 For adjacent stands, an area of at least 1800mm by 500mm next to the stand (measured from the centre line of the tube), must be kept clear for each cycle parking space to allow room for the cycle and working space for locking the bike to the stand. However, if a stand is next to a physical obstruction, such as a wall or a vehicular path, there must be at least 750mm between the stand and the physical obstruction to enable both sides of the stand to be used. If a stand is to be placed close to a wall or other physical obstruction so that only one side of it can be used (i.e. only one cycle can be locked to it), there must be at least 300mm between the stand and the physical obstruction.

9.26 Aisles around the cycle store must be at least 1800mm in width. An example cycle store showing various layout options is shown below. Note that the area to be kept clear does not actually have to be marked on the ground, but is shown in outline for clarity.

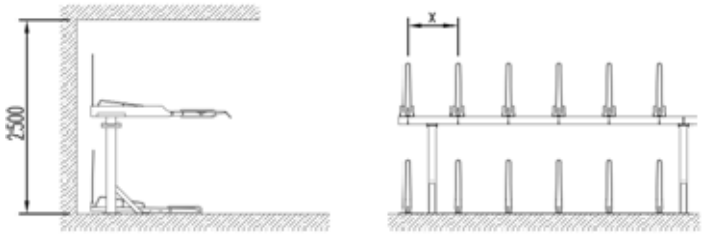
**Figure 5. Cycle stand siting**



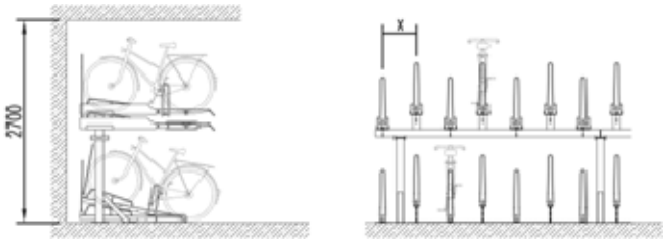

**Josta Two-tier Cycle Parking**

9.27 The Josta two-tier cycle parking system (or similar) is generally able to accommodate approximately twice as many cycles per square meter of floor space as Sheffield stands. It also still meets the Council's requirements for accessibility and security, but requires a ceiling height of at least 2500mm.

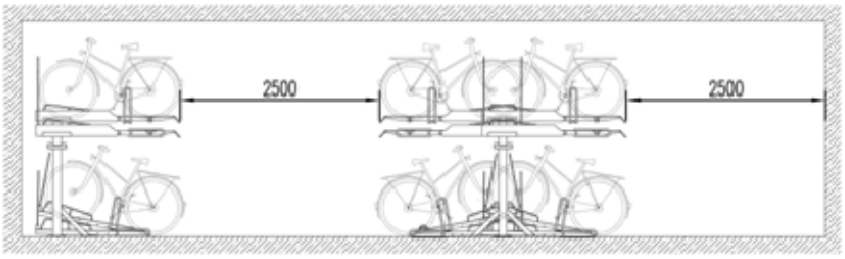
9.28 With a ceiling of at least 2500mm the stands can be placed 650mm apart, i.e. X = 650mm in the diagram below.




9.29 With a ceiling of at least 2700mm the stands can be placed 400mm apart, i.e. X = 400mm in the diagram below.




9.30 In order to enable the top tier to be used, at least 2500mm of clearance in front of the stand, measured on a line at the same angle at which the top tier stands are extended (see diagrams below), is required between rows of stands, walls or other obstructions.




9.31 The Josta stands can be arranged at different orientations (angles) provided there is 2500mm of clearance in front of the rack to remove cycles from the top tier (as described above) and aisles around the cycle store at least 1800mm in width. Examples, with minimum distances are shown below. “X” indicates the spacing between stands, which depends on the ceiling height as described on the previous page.

**Figure 6. Josta Stand minimum siting dimensions**