

Checklist for compliance of New Developments with Potton Neighbourhood Plan

| Compliance with Neighbourhood Plan Policies | | | |
|---|--|-------------------------------|----------|
| Policy Reference | Specific Consideration | Compliance? Yes/No/Part/na | Comments |
| Community Infrastructure | | | |
| CI-1 | Does the proposed development include provision for facilities or premises that enable businesses to be started and run within the Town? | | |
| CI-2 | Is there provision for easy and safe non-vehicular access to Potton Town Centre? | | |
| CI-3 | Does the proposed development contribute to the provision, use and linkage of all green spaces, foot and cycle paths? | | |
| Other CI objectives | Are existing or proposed infrastructure needs addressed in terms of health care, schooling, utilities, recreation etc? | | |
| Other CI objectives | Are all S106 contributions allocated to Potton Community projects? | | |
| Housing | | | |
| HO-1 | Does the development have a minimum of 2 off-road parking spaces per dwelling? | | |
| HO-2 | Does the development include 1-2 bedroom affordable housing to meet the need identified in the Housing Survey? | | |
| HO-3 | Does the development include 1 or 2 bedroom properties, some of which accommodate residents with reduced mobility? Is at least 5% of the development bungalows? | | |
| HO-4 | Does the development include properties that are designed to Lifetime Homes standards, making them suitable for frailer, elderly people? | | |
| HO-5 | Is the proposed development in keeping with existing nearby properties thus maintaining the essential character of the Town (reference NP Character Assessment)? Does the proposed development take account of vernacular building materials in the immediate locality and incorporate such materials, where practicable, into the construction of new buildings and boundary treatments? | | |
| HO-6 | Is the development sympathetic to Potton's heritage in terms of design, layout and massing? | | |
| Other HO objectives | Confirm that the development does not result in growth exceeding 'Medium Scale' (50-500 dwellings) | | |
| Other HO objectives | Is it a brownfield site? | | |
| Other HO objectives | Is the required provision for affordable housing satisfied? | | |
| Other HO objectives | Is it a 'Rural Exception Housing' proposal? | | |
| Local employment and industries | | | |
| EI-1 | Does the proposed development include high-speed fibre broadband connections to all new residential and commercial properties? | | |
| Other EI objectives | Does the development support / provide a local business centre? | | |
| Transport | | | |
| T-1 | Does the new development, where appropriate and practical, provide safe pedestrian and cycle access, to link up with existing footpaths and cycle ways, ensuring that residents can walk and cycle safely throughout the parish. | | |
| T-2 | Does the development promote the improvement of a) transport links within the parish, b) access to wider public transport networks, or c) alternative modes of transport? | | |
| T-3 | Does the proposal improve appropriate public car parking in the Town Centre? | | |
| Other T objectives | Does the proposal take measures to alleviate existing congestion, improve pedestrian safety and improve traffic flows through Potton? | | |
| Environment | | | |
| EV-1 | As appropriate to their scale and location, does the proposal for new residential developments comply with the requirements of the Green Infrastructure Design Guide (reference checklist)? | | |
| EV-2 | Does the proposal incorporate measures to provide mitigation, adaptation and resilience to the impacts of climate change? | | |
| EV-3 | Confirm that the proposed development is not within a designated local green space. | | |
| EV-4 | Does the proposals take measures to assist in the development of a Potton Green Wheel? | | |
| EV-5 | As appropriate to the scale and location, does the development proposal protect and, where practicable, enhance existing landscape, habitat features and wildlife species as appropriate to their significance? A net-positive biodiversity gain will be particular supported. | | |
| EV-6 | As appropriate to scale and location, does the development proposal incorporate a long-term green space wildlife management plan for existing landscape, habitat features and wildlife species as appropriate to their significance? | | |

Housing Design Guide Checklist

The design and standard of any new development should aim to meet a high level of design with other traditional buildings in the surrounding areas providing examples and inspiration, and with the built form kept simple and

| Guide reference No | Specific design aims and standards include, but are not limited to, the following: | Compliance? Yes/No/Part/na | Comment |
|--|--|----------------------------|---------|
| 1 | Does the siting and orientation optimise solar gain? | | |
| 2 | Have high quality, thermally efficient building materials been used? | | |
| 3 | Have energy efficient measures such as loft and wall insulation and double glazing have been installed? | | |
| 4 | Non-residential developments should meet The Building Research Establishment BREAM building standard 'excellent' (where possible). | | |
| 5 | On-site energy generation from renewable sources such as solar panels has been installed. Solar Panels should be to a standard as a minimum required by the Standards IEC 61215-1-1:2016 and IEC 60721-2-1. | | |
| 6 | The retrofit of heritage properties/assets is encouraged to reduce energy demand and to generate renewable energy where appropriate, providing it safeguards historic characteristics and development is done with engagement and permissions of relevant organizations. | | |
| 7 | Alterations to existing buildings are designed with energy reduction in mind and comply with sustainable design and construction standards. | | |
| When considering good design any scheme should be able to show how it meets the following design criteria by: | | | |
| 8 | Does the functionality of the development meet the design criteria? | | |
| 9 | The development supports a mix of uses and tenures. | | |
| 10 | Does the development have a distinctive character? | | |
| 11 | The development encourages the ease of movement. | | |
| 12 | The development is in proximity to affordable good quality shops. | | |
| 13 | The development has access to safe streets, parks and public spaces. | | |
| We should like to see the following fundamental themes addressed in any new development: | | | |
| 14 | Does the development have obvious character, which creates a space with a locally inspired or otherwise distinctive, acceptable design, based either on contemporary architecture or local traditions in building materials and landscaping? | | |
| 15 | Is car parking adequate, with a minimum of two parking spaces per dwelling, and located where it is accessible and likely to be well used, with sufficient and well-integrated space to provide resident and visitor with secure areas which do not dominate the street? | | |
| 16 | Are footways and paths located in places where homes overlook them, so no-one feels at risk when using them, especially after dark, and shall be attractive, well managed and safe? | | |
| 17 | Are bus stops and car parking sensitively placed (not remotely, where a lack of overlooking might make crime easier to get away with)? Closer bus stops also encourage shifts to more sustainable forms of transport. | | |
| 18 | Do properties have clear indications of what is privately owned space and what is shared public realm? This is so that passers-by respect the boundaries and residents feel their personal space is protected. | | |
| 19 | Do the properties have appropriate external storage, in particular for bins and bicycles, so that neither is left in the open? | | |
| 20 | Does the development integrate into its surroundings by reinforcing existing connections and creating new ones, while also respecting existing buildings and land uses around the development site particularly where wildlife habitats and watercourses exist? | | |
| 21 | Does the development provide (or is it close to) community facilities, such as shops, schools, workplaces, parks, play areas, pubs or cafes? | | |
| 22 | Does the development have good access to public transport to avoid the dependency on car use? | | |
| 23 | Does the development have a mix of housing types and tenures which suit local requirements? | | |
| 24 | Does the development include a Surface Water Drainage Strategy which shall set out the appropriateness of SuDS to manage surface water run-off and provision of maintenance for the lifetime of the development which they serve? | | |

Green Infrastructure Design principles checklist

Within a development, there are countless opportunities to design in features that will deliver net positive biodiversity. Sites can include planned areas of habitat retention, buffering and creation. In addition, formal areas of To maximise the potential for net gain, developments should be permeable, use design features that sustain, increase and promote expansion of wildlife populations, and allow for climate change adaptation.

| Guide reference No | Specific design aims and standards include, but are not limited to, the following: | Compliance? Yes/No/Part/na | Comment |
|--------------------|--|----------------------------|---------|
| 25 | Does the development avoid further fragmentation of habitats by retaining, enhancing and buffering existing habitats? | | |
| 26 | Does the development create new habitats to link with existing high value or priority habitat, including acid grasslands, scrub and woodland? | | |
| 27 | Does any new structural planting use native species of local provenance and located where, on reaching maturity, they enhance and do not obscure views of the surrounding wider landscape? | | |
| 28 | Does the development retain and enhance existing hedges and plant new hedges to link with those in the surrounding landscape (the species should be of local provenance and characteristic of the area, including elm and cherry plum in the mix)? | | |
| 29 | Is the street and plot planting balanced appropriately between native and non-native species and that ornamentals are of the highest wildlife value for pollinators? (See GI Design Guide appendix 1) | | |
| 30 | Does the developments include local heritage fruit trees in plot planting at an approximate ratio of 1:5 (trees:plots) across the development? | | |
| 31 | Is any new grassland sown with an appropriate flower rich mix, even where regular mowing will be required under the conditions of management? | | |
| 32 | Has the development avoided the use of invasive non-native species in formal planting schemes? (See GI Design Guide appendix 2) | | |
| 33 | Where restorative work has been undertaken as part of a tree protection plan or, as a last resort, a tree must be removed, have all arisings, as far as is practically possible, remained and been utilised on site, where they can have a number of multifunctional uses and benefits? | | |
| 34 | Has informally, dead or decaying timber been retained as standing deadwood? For example, where safe to do so, the butt of a tree can stand for many years, with any cut limbs being left as intact as possible beneath, where practical and safe to do so. | | |
| 35 | Have branches and brash been used discretely among structural planting to provide lying deadwood? These are of great wildlife value for many species of invertebrate, mammal, bird, amphibian or reptile that may use them for breeding, shelter and basking. Brash, along with rubble, is also a primary material in the construction of reptile and amphibian hibernacula? | | |
| 36 | Have any standing or lying deadwood features been incorporated into a nectar rich planting? They may also be a sculptured art feature or used to provide natural play. | | |
| 37 | Has any consideration been taken regarding lighting impacts on wildlife corridors? Directional lights with no spillage should be used. | | |
| 38 | Are the forming of mounds and bunds necessary? If so and where possible, are they a) Orientated from a south east through to south to west facing aspect, b) Low and sinuous, avoiding linear shape and form, c) Planted with low growing shrubs and herbaceous plants and d) Where appropriate incorporate hibernacula for reptiles? | | |
| 39 | If a retaining wall is necessary, crib and gabion walls should be used to increase the surface area for nectar rich planting and provide additional habitat for amphibians and reptiles, solitary bees and wasps. | | |
| 40 | Has the development included hibernacula primarily for reptiles? On the free-draining substrates typical of Potton, the bulk of the fill would be sited in an excavated depression. They should always be positioned in suitable terrestrial habitat. Follow guidance set out in the Reptile Management Handbook. | | |
| 41 | Have only supplementary nests for birds in need of conservation action been provided, such as swift, house sparrow, house martin and starling? Other common species can still access these if they so wish. | | |
| 42 | Have integral swift bricks (also used by house sparrows) been fitted at a 1:1 ratio? This is not in its literal sense, but in clusters of 2-4 bricks on houses (usually gable ends) in selected suitable areas of the site. For example in a development of twenty houses, only eight houses may have 2-4 bricks on each, numbering up to twenty bricks. Avoid locating above doors and windows. Aspect is not as critical for integral nest bricks. Being inside the wall provides a more stable ambient temperature. | | |
| 43 | Have house martin cups been located beneath suitable eaves and gables, avoiding placing above doors or windows an in direct heat of the sun? In Potton they seem to prefer west and easterly aspects. | | |
| 44 | Where suitable, have mature trees adjacent to open grassland been used for starling boxes? These should be sited facing any easterly aspect, out of direct heat and prevailing weather conditions. Where there are several trees a number of boxes can be used. | | |
| 45 | Have integral bat bricks been located away from doors, windows, street or security lighting? They should be located as close as possible to existing mature wooded cover and hedges or to landscape that will be suitable once mature. Bricks must be in groups of three to face south, south west and west. This might be on a single house or spread between two or three adjacent houses. | | |
| 46 | Have 13 x 13 cm holes been provided in garden boundaries to enable hedgehogs, reptiles and amphibians movement around and through the site? | | |
| 47 | Have Source control Sustainable Drainage (SuDS) features included flower rich seed mixes on filter strips and in swales, check dams and varying topography in swales and check dams in rills, planted with native marginal aquatic plants? Also recommended is the creation of kerbside rain gardens or bio-retention beds planted with appropriate nectar rich species. | | |
| 48 | Design of detention basins and balancing ponds (the latter unlikely in Potton) should avoid being a featureless crater. With adequate source control there is little need. They should be designed as a multifunctional play area with a gentle slope into the main basin and sown with an appropriate flower rich seed mix. Avoid piping water direct from road run-off to the basin. Ideally run-off should be fed via a swale or where necessary a rill. | | |