

GUIDANCE NOTE B

Detail landscape/planting proposals required to discharge standard landscape condition(s) on minor developments (minor = sites under either 10 units or 1000 sq meters)

Index:

- 1. Requirements**
- 2. Site specific design requirements**
- 3. Generic design requirements**
- 4. Generic planting, external works & implementation specification requirements**
- 5. Generic landscape management requirements**

1.0 Requirements:

- 1.1 The following considerations need to be applied when drafting any landscape proposals required in order to allow for the discharge of standard landscape condition(s)/reserved matters on minor developments (as applicable):

2.0 Site specific design requirements:

- 2.1 Any landscape proposals need to take account of, and generally complement, the existing structure, pattern and character of the landscape local to the site in question; this to ensure its compatibility with the established wider landscape structure, particularly with relation to tree cover, external works and enclosure. Where the landscape is in a deteriorated condition proposals should look to strengthen and reintroduce relevant landscape characteristics.
- 2.2 When detail landscape proposals are formally submitted to the Council they are checked by the Landscape Advisor to ensure the Council's design ambitions are met, and against any current requirements, i.e. the/any strategic proposals agreed at the planning application stage, relevant policies, recommendations and guidelines at a national and a local level. This may result in amendments being required by the Council in order to meet these requirements before the scheme can be fully agreed.
- 2.3 Generally, the services of a Landscape Consultant (preferably a member of the Landscape Institute) should be considered when compiling planting/landscape proposals required to satisfy planning conditions.

3.0 Generic design requirements:

- 3.1 Where detailed landscape/planting proposal are required these need, as a minimum, to comply with the Council's following baseline standard requirements (as applicable):
- 3.2 Proposals need to comprise copies of co-ordinated and numbered drawing(s) (plan(s) and if applicable sections) to a clearly readable scale, including a transparent development site boundary line, clear and concise layout of all planting and (where applicable) all external works, with a corresponding symbol key for each drawing. Where complex proposals require multiple drawings then they will need to be carefully cross-referenced against one another by the issuing agent to make sure they are compatible and match one another.
- 3.3 Planting proposals need to include clear and concise layout, type, location/spacing and sizes for all planting, plant schedule (using botanic names to avoid misinterpretation) and basic implementation specifications (see section 4 below). Where full landscape (rather than just planting proposals) are required these proposals need to also include details of external works, including clear and concise layout, type and location of hard surfacing, furniture, fittings, etc. - see section 4 below.
- 3.4 If separately conditioned proposals need to include a management plan for any public/communal/shared space - see section 5 below.
- 3.5 Recessive colour schemes and recessive natural materials need to be proposed for development in sensitive rural/rural edge locations, this to help development complement its landscape setting.

4.0 Generic planting, external works & implementation specification requirements:

- 4.1 Any native planting proposals needs to closely complement the composition and structure of the existing landscape locally, particularly through the use of locally occurring native plant species, this in order to provide cover complementary to Colchester's individual landscape Character Areas and best suited to locally prevailing climatic conditions. As a modification to this requirement however rural native hedge planting would generally be expected to be proposed as a single species hedge (usually *Crataegus monogyna*), as this defines the hedgerow structure whilst allowing for a more natural colonisation over time.
- 4.2 Any tree type/position proposed need to:

1. Allow for the trees anticipated mature crown spread & height and be at a sufficient distance to avoid potential root damage to existing structures with, where applicable, allowance given for adequate light penetration into buildings, this in compliance with BS 5837.
2. Ensure main stem planting positions are proposed at least 1-1.5m away from enclosure/features 1.8m high or over, this to allow the tree sufficient space to establish through to maturity.
3. Ensure lighting positions (columns) are set outside the mature crown spread of existing and proposed trees, this to help avoid any future conflict between the two.
4. Ensure planting positions are set away from principal drainage runs and mature spreads are set outside the impact zones of high-sided vehicles.

Maturity should be considered as 25yr for trees used for early impact & fast establishment in principally domestic settings, and as full maturity for the principal trees with public amenity proposed for their long-term impact and structural importance.

- 4.3 Where full landscape proposals need to be agreed then external works details will need to be included and the following standard approach complied with; proposals need to include (as applicable):

1. Details of all surface materials (i.e. their type & colour) need to be included within any relevant proposal drawing and its 'key'.
2. Details of all artefacts and structures (i.e. railings, walls, fencing, furniture, bollards, storage units, lighting, etc.), including either their manufactures reference, detail description or detailed illustrative drawing(s), need to be identified on the proposal drawing and corresponding symbol & description note included within it's 'key'. All lighting, where proposed, requires a note against the symbol key confirming (verbatim) that:

'All lighting proposals comply with [Colchester Borough Council's External Artificial Lighting Guidance 2012](#)'.

.. and (where applicable)

'Where unacceptable light incursion into adjacent units is identified (particularly to bedroom windows) shuttering sufficient to minimise light incursion will be implemented.'

3. All hard landscape & external works should be characteristic of their location and the wider landscape locally.
4. Driveways and hard surface frontages over 5m² in area & draining positively onto the highway need to be clearly identified and specified with either a permeable hard landscape or confirmed through a (verbatim) note on plan confirming that:

'Any impermeable driveways or hard surfaced frontages over 5m² in area & draining positively onto the highway will include an intercepting drainage system to positively channel rainwater runoff away from the highway'.

- 4.4 Any detailed landscape/planting proposals need to include basic specifications in order to secure an adequate level of implementation and best ensure establishment. The following specification(s) include(s) the minimum information base expected and should be included (verbatim) as a note/notes within any proposal:

1. *'All landscape works (including, as applicable, all hard & soft landscape works and external works agreed under condition discharge) to be carried out broadly in accordance with the relevant current British Standards; National Planting Specifications Guidelines; Horticultural Trades Association standards; CPSE 'Plant Handling' Standards & COSHH Regulations.'*
2. *'The landscape scheme (including, as applicable, all hard & soft landscape works and external works agreed under condition discharge) is confirmed as being timetabled for implementation by or during the first planting season (mid-November to mid-March) after substantial completion of the development, or (where applicable) prior to sale of any individual plots, whichever is the sooner.'*

5.0 Generic landscape management requirements:

- 5.1 Where separate condition require that a landscape management plan be submitted and agreed then the following should be included (verbatim) as a note on any proposal:

'The landscape will be managed in perpetuity, it will be competently monitored and follow best landscape management practice principals, it will follow a maintainace schedule sufficient to keep it well maintained, safe, tidy and in a good state of repair.'

6.0 Important notes for applicants, planning agents & landscape consultants:

- 6.1 It should be noted that any interpretation of the above detailed requirements by the applicant or their agent will need to be sought externally from/through their own landscape consultant, to whom copies of all relevant landscape consultations (including this Guidance Note) will need be forwarded for reference.
- 6.2 In the interest of efficiency any technical clarification of any of the above requirements will need to be discussed and agreed between the relevant professionals, i.e. the landscape consultant (rather than the applicant or their planning agent) and the Council's Landscape Planning Officer prior to any formal submission or resubmission.

- 6.3 In order to allow condition discharge and to keep transparent public record of negotiations, the above requirements need to, as applicable, be fully addressed or the relevant professional justification for non-compliance submitted in writing by the landscape consultant. Any justification must only be given following discussion and agreement on the relevant recommendation between the landscape consultant and the Council's Landscape Advisor. Revisions need to be clearly identified within any revised proposals, identifying and itemising where such revisions are made by for instance specifying drawing number, document clause or drawing note clause pertinent to each revision.
- 6.4 It should be noted that this Guidance Note cannot form part of the landscape proposal, i.e. it should not be directly quoted from or the scheduling copied within the proposal unless indicated otherwise; rather it should be viewed as a guide as to how the proposal can be amended in order to meet the Councils requirements.