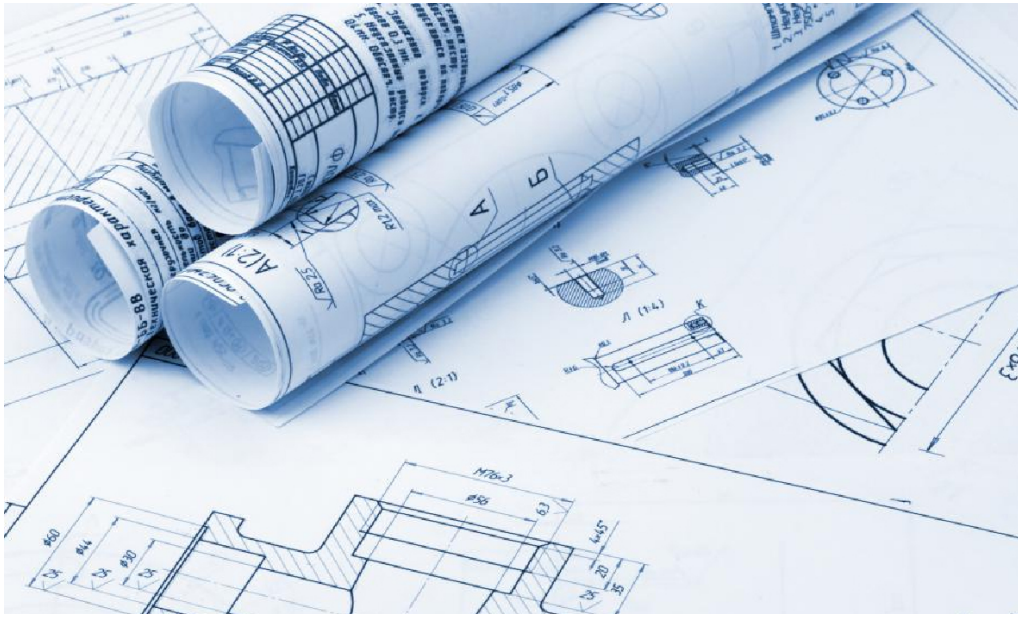
PLACEMAKING

SHETLAND Local Development Plan

CONTENTS



1. Introduction

The Shetland Islands' landscape has been shaped by human activity since Neolithic times. It has a diverse mixture of wildlife and habitats, many of which are protected under National and European legislation.

Shetland's built environment is as diverse and varied as its wildlife, and over the past 30 years Shetland has experienced rapid expansion of many of its settlements.

Whether it is urban or rural development, good placemaking should be at the heart of this expansion as it considers and responds to the needs of the place and those that will use it. Good placemaking relies on designers planning new places that are in harmony with their surroundings.

Good buildings and places can give us a sense of belonging, sense of identity and a sense of community and can raise the quality of life and health of people living within that community.

How to use this guidance

This document is divided in to easy to follow sections that will take you through the various stages of a development's design process. This guidance can be read step-by-step by reading each section stage at a time, or it can also be used as a reference for specific stages of planning and design.

Check lists are also provided to help guide your design and layout. Please note that these lists are not exhaustive and provide a basic guide.

Who is this guidance for?

This guidance has been designed as an aid or tool-kit for the developer, architect and planning agent. It is also an aid for planning officers, elected Members and members of the community alike who play a part in shaping our built environment.

What type of development is this guidance for?

This supplementary guidance is aimed at all types of development and all types of design, including the open space, paths or road networks connecting these buildings.

Development such as single or multiple housing, mixed-use developments or developments for health or cultural enjoyment and the infrastructure linking these uses, when properly designed and located, help raise the quality and sustainability of community life and can help maintain its culture and identity. This is at the heart of good placemaking.

Material Consideration

Regardless of how you use this guidance, its main aim and message is to ensure high quality design and thoughtful layout for all new development in Shetland, and to make sure the developer adopts within their designs the Scottish Government's six key qualities of a successful place. Good placemaking will be used as a material consideration when assessing planning applications.

The Council encourages all developers to utilise the services of a planning agent or architect.

2. Policies and Supplementary Guidance

The Shetland Local Development Plan (LDP or the Plan), together with any Supplementary Guidance (SG), sets out the policies and criteria against which any planning application submitted in Shetland will be considered.

This Supplementary Guidance sets out detailed policy advice to help you meet the requirements of the plan and is. It is therefore recommended that it is read in conjunction with the policies in the Plan and any other Supplementary Guidance relevant to the type of development being proposed. Please note that this is referred to as Design within the LDP 2014.

Planning and Advice – Scottish Planning Policy

The following national policies are relevant to this SG Topic:

- National Planning Framework 3
- Scottish Planning Policy 2014
- Planning etc. (Scotland) Act 2006
- Town and Country Planning (Scotland) Act 1997

This Supplementary Guidance also accompanies the following Shetland Local Development Plan General Policies **GP1**, **GP2** and **GP3** listed below. Also accompanying this Supplementary Guidance are policies **NH1**, **NH4, H1, H2, H3, H4, H5, H6, ED1, ED2, TRANS1, TRANS3, WD1, WD3, CST1, CF1 and CF2**.

General Policies:

Policy GP1 Sustainable Development

Development will be planned to meet the economic and social needs of Shetland in a manner that does not compromise the ability of future generations to meet their own needs and to enjoy the area's high quality environment. Tackling climate change and associated risks is a major consideration for all development proposals.

New residential, employment, cultural, educational and community developments should be in or adjacent to existing settlements that have basic services and infrastructure in order to enhance their viability and vitality and facilitate ease of access for all.

This will be achieved through Allocations, Sites with Development Potential and Areas of Best Fit.

Policy GP1 Sustainable Development promotes development that safeguards and enhances the long-term needs of the economy, society and the environment.

The built environment can offer one of the most significant opportunities to achieving low carbon developments, and can therefore help tackle climate change. Good placemaking can help deliver healthy, happier and more sustainable places to live in for current and future generations.

GP2 General Requirements for All Development

Applications for new buildings or for the conversion of existing buildings should meet all of the following General Requirements:
a. Developments should not adversely affect the integrity or viability of sites designated for their landscape and natural heritage value.
b. Development should not occur any lower than 5 metres Above Ordnance Datum (Newlyn) unless the development meets the requirements of Policy WD1;

GP2 – Continued

c. Development should be located, constructed and designed so as to minimise the use of energy and to adapt to impacts arising from climate change, such as the increased probability of flooding; water stress, such as water supply; health or community impacts as a result of extreme climatic events; and a change in richness of biodiversity.

d. Suitable water, waste water and surface water drainage must be provided;

e. All new buildings shall avoid a specified and rising proportion of the projected greenhouse gas emissions from their use, through the installation and operation of low and zero-carbon generating technologies (LZCGT). The proportion of such emissions shall be specified in the council's Supplementary Guidance – Design. That guidance will also set out the approach to existing buildings which are being altered or extended, including historic buildings and the approach to applications where developers are able to demonstrate that there are significant technical constraints to using on-site low and zero carbon generating technologies;

f. Suitable access, car parking and turning should be provided;

g. Development should not adversely affect areas, buildings or structures of archaeological, architectural or historic interest;

h. Development should not sterilise mineral reserves;

i. Development should not sterilise allocated sites as identified within the Shetland
Local Development Plan;

j. Development should not have a significant adverse effect on existing uses;

k. Development should not compromise acceptable health and safety standards or levels;

l. Development should be consistent with National Planning Policy, other Local Development Plan policies and Supplementary Guidance.

Policy GP2 General Requirements for All Development, sets out a wide ranging set of requirements that all new development should meet. These general requirements are applicable to all areas of placemaking, and should guide the siting and design of your development.

The general requirements listed within Policy GP2, ensures that the existing built and natural environment is not negatively affected by new development.

GP3 – All Development: Layout and Design

All new development should be sited and designed to respect the character and local distinctiveness of the site and its surroundings.

The proposed development should make a positive contribution to:

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

The Planning Authority may request a Masterplan and/ or Design and Access Statement in support of development proposals.

A Masterplan should be submitted with applications where Major Development is proposed; Major Development is defined in the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009, Reg 2 (1). Further details for these requirements are set out in Supplementary Guidance.

Policy GP3 All Development: Layout and Design, reflects the message contained within good placemaking, that all new development should be mindful of its surroundings and the character and distinctiveness of the area.

The principles of Policy GP3 lie at the heart of good placemaking, where we must ensure that all new development contributes positively to a community and not detract from it. New development should raise the quality of an area, whether aesthetically or via facilities or services – good placemaking can contribute positively to the health and wellbeing of the people living within its communities.

Accompanying Policies:

Also accompanying this Supplementary Guidance on Placemaking are policies that seek to protect the existing built and natural environment. Achieving good siting and design should not be at all cost.

Good placemaking through sensitive siting and design will ensure that we build high quality communities without damaging our historic built environment or the qualities that make our natural environment unique.

Policies NH1 International and National Designations, NH4 Local Designations and HE5 Gardens and Designated Landscapes seek to protect areas safeguarded for their natural beauty or for the species living within that location, whilst Policies HE1 Historic Environment, HE2 Listed Buildings, HE3 Conservation Areas and HE4 Archaeology, seek to protect our historic built environment and archaeology.

Housing development plays a major part in making our communities successful. Through good design we can build sustainable, healthy and vibrant communities. Building sustainable communities is at the heart of placemaking - communities that can stand the test of time, that people want to live, work and spend their social time within.

Supporting that aim are Policies that seek to encourage appropriately located high quality design. Policy H2 Areas of Best Fit, identifies 8 areas throughout Shetland that promotes sustainable locations for residential or residentially compatible development.

Policy H3 All Housing Development seeks to encourage development within appropriate locations within existing settlements and that complies with existing settlement patterns.

Good Placemaking encourages mixed tenure and supports policies that respond to community needs. Policy H4 Affordable Housing ensures the provision of affordable and social rented housing.

Good Placemaking ensures that new development complements the place and adds value to it. Policies H5 Siting and Design and H6 Amenity Space in Housing Developments, ensures that new developments fit well into the existing landscape and settlement pattern, and that appropriate areas of private space are provided.

Good Placemaking promotes the building of healthy communities by ensuring that business, industry and services are sited within existing settlements, to help raise the value of an area and help maintain and develop strong, healthy, vibrant and sustainable communities.

Policy ED1 Support for Business and Industry is applicable for all new business developments and supports the building of healthy, sustainable communities as does

Policy ED2 Commercial and Business Developments.

Good Placemaking encourages developers to look beyond the immediate area when assessing the suitability of a site. We must look at how the site connects with existing settlements and if that connection can be made using different modes of transport.

Policy TRANS1 Integrated Transport supports the need for good transport links and good connectivity. Essential for safe and pleasant places are appropriate levels and location of car parking with safe access into the site. Policy TRAN3 Access and Parking Standards supports this aim.

Good placemaking should take environmental factors into account and should provide adequate defence against coastal flooding or development that may be at risk of flooding, which is reflected in Policies WD1 Flooding Avoidance. Good surface water treatment is essential and in larger schemes, can become a multi-use area or an area of biodiversity.

Finally, the Plan ensures that we develop successful, healthy, sustainable and vibrant communities as per Policies CF1 Community Facilities and CF 2 Open Spaces.

This Supplementary Guidance is to promote the Scottish Government's principles of context, identity and character and to raise the quality of design and layout for new development in Shetland. It also incorporates the key qualities of a successful place and the principles of good placemaking, and will help guide the layout and design of all new developments.

Supplementary Guidance:

This SG is one of several supplementary guidance documents the Council has prepared to support the Local Development Plan. This SG should be read in conjunction with the following SGs and Guidance:

- The Shetland House – Adopted in 2008: sets out good siting and design practice within the Shetland context.
- Local Nature Conservation Sites – Adopted 2014: sets out the policies and criteria in which development affecting sites designated for their local nature conservation, will be assessed.
- Historic Environment – Draft Supplementary Guidance 2012: sets out the policies and criteria in which development affecting listed buildings or archaeological sites will be assessed.
- Business and Industry – Draft Supplementary Guidance 2012: sets out the policies and criteria in which development for new business and industry within Shetland will be assessed.
- Natural Heritage – Draft Supplementary Guidance 2012: expands on the policies which guide developments affecting protected species, international and national designations and Shetland's geodiversity.
- Water and Drainage – Draft Supplementary Guidance 2012: expands on the policies and sets out guidance on water and drainage related developments.

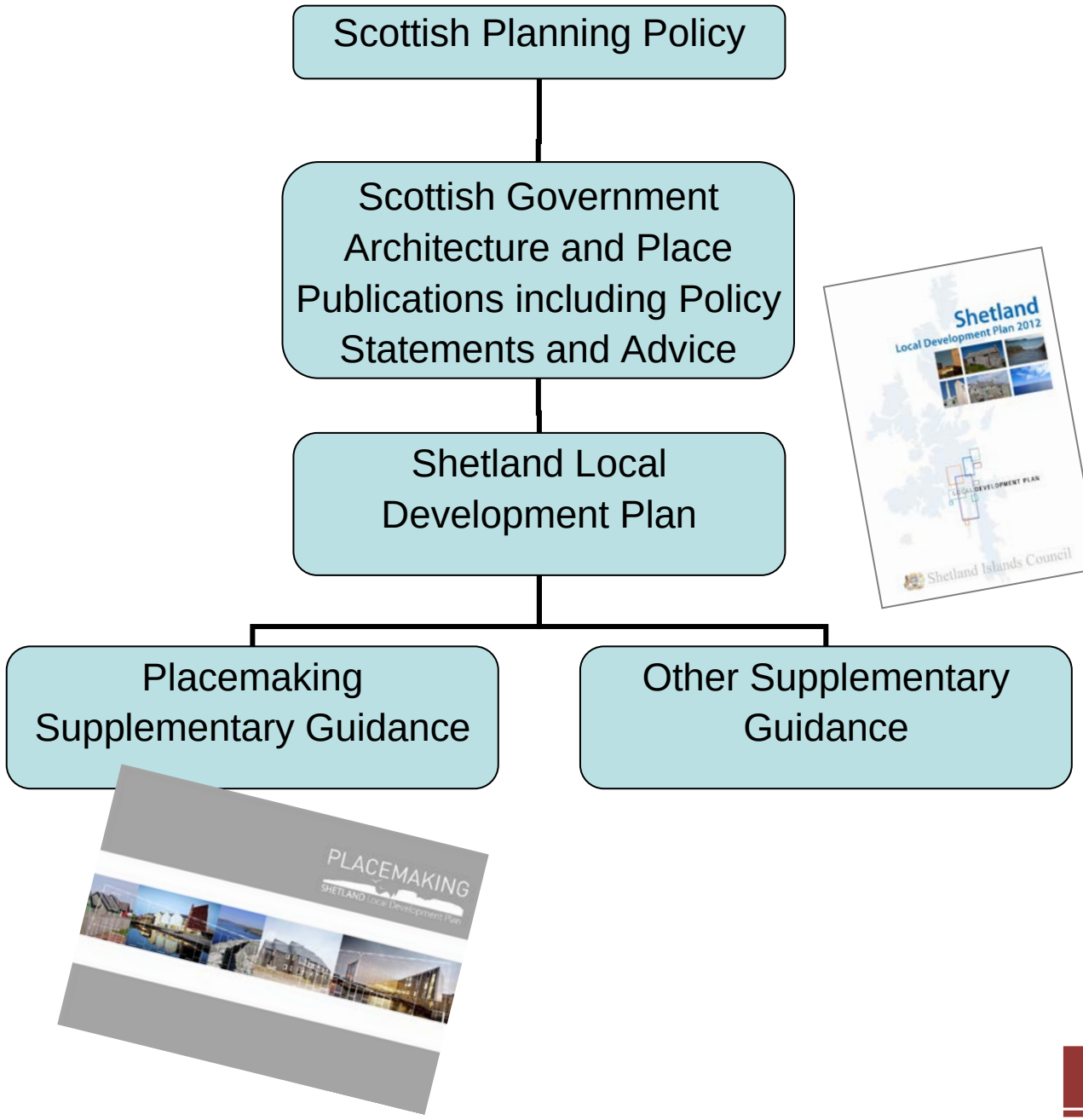
All adopted and draft Supplementary Guidance can be found using this link: http://www.shetland.gov.uk/planning/LocalDevelopmentPlan.asp

The purpose of this Supplementary Guidance is to:

- Set out the Council's approach to placemaking in the planning of new developments in the Shetland Islands.
- Identify the main challenges that require to be addressed in order to achieve high quality layout and design in new developments.
- Set out the design process and describe the range of design tools that can be used to achieve high quality outcomes, and how and where these should be used.
- Promote the importance of placemaking and sustainable development.

Placemaking sits alongside a suite of other Supplementary Guidance that builds upon the policies laid out within the Local Development Plan.

Shetland Local Development Plan forms the basis of planning decision making in Shetland and reflects national planning policies, statements and advice.



3. Key Issues & the Six Key Oualities

Key Issues:

Well designed places are vital economic, social and cultural resources. However, places that have been poorly designed can have a long-term detrimental impact, not only on the existing built and natural environment, but on the health and wellbeing of people living within that environment.

In 2008 the Scottish Government launched the Good Places, Better Health strategy on health and the environment, where the focus was on the need to shape places which are nurturing of positive health, wellbeing and resilience. The strategy tested a new approach to environment and health through the consideration of early years, and recognised that there is a need for greater connection on how our physical environment influences our health.

Therefore it is vital that the design of new developments consider the impact on the health of existing and future generations.

By ensuring good connections to existing services and facilities, to playing parks and public open spaces, access to core paths and walking and cycling routes or protection of our historic landscape and built environment for example, we can ensure we build on and create places that are enjoyable environments to live in.

If planned and designed well, an enjoyable and valued environment can become a healthy environment that can raise the wellbeing of people living within it.

By designing high quality buildings and the spaces between them, we can add value to our community - good placemaking in Shetland can help create a desirable place within which we can live, work and socialise.

All new development in Shetland must be planned and designed to make a positive contribution to the quality of our built and natural environment, and to the quality of life of people living in our communities.

"Shetland's natural and human history has combined through the ages, to create a mesmerising multi-sensory experience of time and place" (Shetland.org)

The Six Key Qualities:

The Scottish Government has identified six key qualities that make a place successful and were first introduced within the Scottish Government's Designing Places in 2001 (now superseded by Scottish Planning Policy 2014), and still form the key guiding principles within Creating Places (2013).

Creating Places is Scotland's newest architecture and place Policy Statement and its principles form the basis of Placemaking in Shetland.

Shetland has a diverse mixture of building types and styles within a wide range of settlement patterns. Whether new development sits within our built-up urban towns, or our higher density developed rural areas, or within the lesser developed open countryside, it is important that the message remains the same, that we seek to achieve high quality development that can deliver better places to live, work and spend our social time within.

The six key should be central to your design process. Designers should ensure that their design process moves from addressing one key quality to the next.

The Government has identified the six qualities of successful places as:

- Distinctive;
- Safe and pleasant;
- Easy to move around;
- Welcoming;
- Adaptable; and
- Resource efficient.

These guiding principles are at the heart of good placemaking and underpin the guidance and advice set out in this SG.

- **Distinctive:** places that complement local landscapes, topography, ecology, archaeology and natural features. Our skylines, public open spaces and our streets and building and their form and material, all give a sense of identity;
- **Safe and Pleasant:** places that are attractive to use because they provide a sense of security. It is a place where the windows, doors and active frontages face onto the street, creating liveliness and where inhabited rooms overlook streets, paths, open spaces and play areas, enabling natural surveillance and encouraging activity, and where there is clear distinction between private and public space.
- **Easy to move around:** design and layout should consider place before movement, connecting the site beyond its boundary and should promote good accessibility by walking, cycling and public transport. It should see good connectivity between new sites and beyond to existing settlements;
- **Welcoming:** places that help people find their way around by providing landmarks or development that create or improve views, using pieces of public artwork or by the use of good lighting and signage;
- **Adaptable:** this is a place that can adapt to change, that considers changing demographics and degree of ability and mobility; it has a range of densities and tenures that can accommodate future needs;
- **Resource efficient:** a place that maximises energy efficiency through good siting and orientation to take advantage of the sun, and takes shelter from natural or designed landforms; it is a place that uses good water and waste management systems and protects habitats and wildlife.

4. Achieving the Six Key Qualities of Successful Places

"Creating Places considers 'place' to comprise of the environment in which we live, the people that inhabit these spaces and the quality of life that comes from the interaction of people and their surroundings. Architecture, public space and landscape are central to this" (Scottish Government- Creating Places 2013)

Distinctive

For a place to be distinctive, any new development should be designed to consider the context and local identity – new development must complement the local identify and not detract from it. The designer must study the wider area, and will take inspiration that must be fed into the design.

New development where possible, must be well integrated into the settlement pattern of the area and the movement between buildings should be well thought out. It must demonstrate an understanding of the wider context in terms of landscape, townscape, topography, development patterns and building vernacular.

Distinctiveness can also add to the quality of a community; good quality environments can increase the enjoyment and improve the experience we have in a place, and can also improve the wellbeing of people living within it.

Streets, roads and pathways have many functions - they are also spaces that are enjoyed by pedestrians, children and cyclists and can be areas used for socialising and play. Roads and pathways are an important part in creating a sense of place.

Image 1. Communal spaces should be overlooked to allow for passive surveillance (Source: Hjaltland Housing)

Getting the connections and links between new developments right, can raise the enjoyment of a place and with good building design, can help retain its identity and distinctiveness. Layouts that are designed principally around the movement and parking of the car are unlikely to be acceptable.

Places must consider the pedestrian first and the vehicle second when it comes to building layout and design, however good connections to services and facilities must be considered.

Within both an urban and rural landscape, housing is the largest single use. The design, quality and character of new housing can shape our towns and rural communities for many generations to come.

The Council recognises that many house builders often wish to use standard house types in new developments, however within those standard designs there is scope to adapt elevations and finishes to reflect local building styles and features. Innovative design and use of the site will also be supported and encouraged.

We must ensure that new developments retain a sense of place. These are the qualities that give an area its distinctive character – character that has been shaped by social, cultural, economic and environmental factors. The combination of these factors will be unique to a place and how it is experienced by the visitor or resident.

Distinctive Checklist

- Has the design been informed by its surroundings and the wider context? ☐
- Does the development follow or complement the existing settlement pattern? ☐
- Has the building design been influenced by existing architecture? ☐
- Has the development been designed around people and not the car? ☐
- Has the building been shaped around the site and not the other way around? ☐
- Can the building be seen in the context of other development? ☐

"The quality and design of a place can significantly influence the ability of individuals and communities to live in healthy, sustainable ways" (Place Standard for Scotland)

Safe and Pleasant

A rigid application of standards can often limit a design-led approach to new development. The Council will also take into account movement and place, sustainability, connectivity and opportunity.

We all aspire to live in a safe and pleasant place, however the definition of pleasant can be very subjective. We can all agree that poorly sited and designed buildings and spaces, can detract from the pleasure we experience when visiting or living within a community.

Image 2. Open shared surfaces

Attaining the principles of safe and pleasant can be successfully addressed within the most basic of higher or lower density design.

Within the rural landscape for example, pleasant can easily be achieved by thoughtful and careful design, by ensuring new developments complement the existing built landscape and that they add value to it either as a shared resource or a building we all pass by.

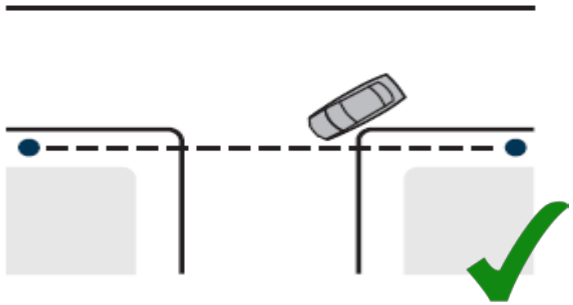
New development regardless of location should connect well with existing services, facilities and public open spaces. Good connections can make a place more pleasant to live and spend time within, and can in turn benefit the physical and mental health and wellbeing of people living within that community.

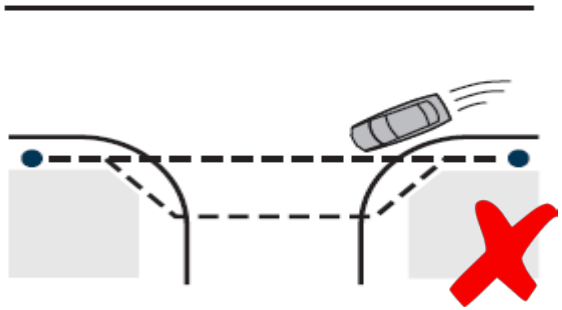
The movement needs of pedestrians and cyclists must take priority over cars, and this should be reflected in street and road layout and design. This does not mean that vehicles are victimised in the design process – what it does mean is that all users should expect to use shared spaces and roads safely.

For example, limiting junctions onto the public road and reducing vehicle speed through design, are ways we can achieve safe places. Pedestrians, children and cyclist should feel safe on our streets and country roads.

“We know that the physical environment that surrounds us is key to our health and wellbeing. Historically we have focused (very successfully) on creating environments free from significant hazards. Whilst this continues to be important we now recognise an additional need to create positive physical environments which nurture better health and wellbeing. The relationship between environment and health is complicated and creating safe and positive environments for health requires us to think, plan and deliver in new and more effective ways” (Scottish Government Good Places Better Health 2008)

"When streets are designed for walkers and not cars, people are 25% more likely to walk to work" (World Health Organisation)



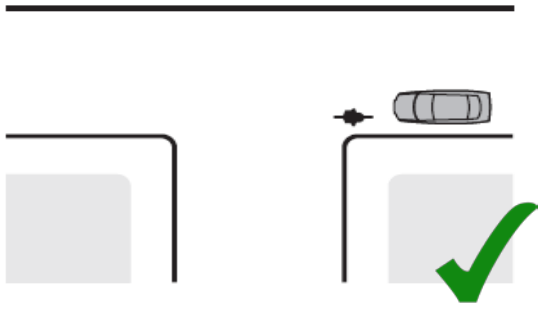


Walking and cycling is the most sustainable form of transport. Streets and roads should be designed, not only to allow for walking and cycling, but to actively encourage it. All streets or country roads should offer a pleasant and safe experience.

Within the urban and rural environment, good junction design can favour pedestrians and can slow turning traffic.

These images are taken from Designing Streets: at the top left, a squared off junction mouth offers a shorter crossing distance and maintains pedestrian desire line. It also slows turning traffic by reducing unnecessarily large radii.

The images below show the same junction design and how it can reduce the danger of fast turning vehicles cutting across cyclists.



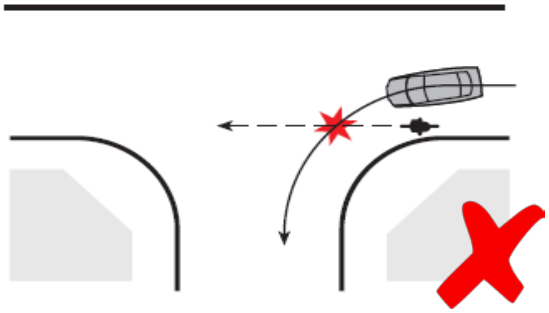


Image 3. Formulaic standard driven design may contribute nothing to a positive sense of place (Source: Designing Streets)

Image 3 taken from Designing Streets (2010) shows a street layout driven by standards and formulaic solutions – the use of large radius bends, overly-dominant lighting columns, large building setbacks, inefficient land use and inappropriate traffic calming contribute nothing to a positive sense of place.

Image 4. Pedestrian friendly shared surfaces, with design features and layout that naturally slows traffic

Image 4 of Grodians, Lerwick, shows an example of how safe and pleasant can be deliberately designed through shared surfaces and single surface materials, with design features (in this case planters) that naturally slow traffic. The design layout also allows good natural surveillance and security.

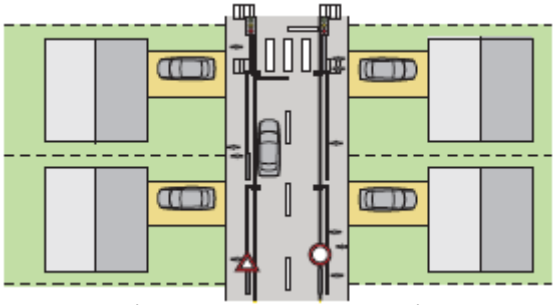


Image 5. (Source: Designing Streets)

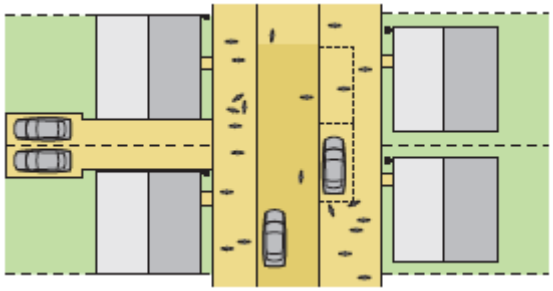


Image 6. (Source: Designing Streets)

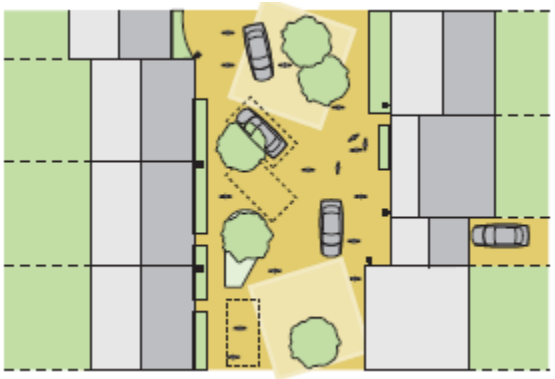


Image 7. (Source: Designing Streets)

Within the context of higher density residential layouts, reduced forward visibility helps control vehicle speeds. This can be done by better building position and road layout or by adding subtle features, such as planters and removing the need for unnecessary road markings and signage.

Image 5 shows a more formulaic layout with excessive road markings and signs, conventional kerbs, intrusive lighting columns and vehicle and parking dominant.

Where image 6 introduces more dominant pedestrian areas, with low kerbs, common material for paths and roads and a reduction in vehicle parking.

The last image number 7 is a complete contrast from image 5. We see reduced roadway width, more informal street composition, sensitive soft landscaping and level surfaces.

The last layout favours the pedestrian – we need to slow drivers down by removing long stretches of tarmac or straight through roads, and start introducing natural speed calming features (see page 21).

Image 8. Shared accesses within a rural context, can reduce vehicle entry points onto the public road

Image 9. Well thought out landscaping and boundaries are aesthetically pleasing – they can make a place more pleasant and provide much needed shelter

The use of appropriate landscaping and boundary treatment can help define public and private spaces and can contribute to a sense of ownership and responsibility.

We need to strike a balance between safety and quality of environment, where we create places that allow the safe movement of all users of that space.

Communal spaces, including open spaces, play areas and landscaping should have an open aspect and be overlooked by buildings to create passive surveillance.

Image 10. Developers should provide open spaces that are of good amenity and recreation value, rather than a collection of small spaces of limited use

Images 11, 12 and 13. Welcoming, pleasant and distinctive materials

Safe and Pleasant Checklist

- Has a balance been struck between quality of environment and safety? ☐
- Have the movement needs of pedestrians and cyclists taken precedence over the movement needs of vehicles? ☐
- Do junctions favour pedestrian movement? ☐
- Have opportunities to provide shared surfaces been taken in residential and mixed use environments? ☐
- Have active travel routes and communal spaces designed to be safe and open, overlooked by buildings and with suitable landscaping and planting? ☐
- Will the development have active frontages to streets or roads? ☐
- Will the proposed use encourage activity at all times of day? ☐
- Have public and private spaces been clearly defined? ☐

Easy to Move Around

Layout and movement needs to be considered together, as the layout of any type of development has a huge impact on the character of adjacent streets, roads, connecting links or public spaces.

Good placemaking is an important part of sustainable development and the Council will seek to encourage sustainable design in all areas of a new development.

Sustainability is the measure of likely impacts a development will have on the social, economic and environmental conditions of future generations.

Encouraging active methods of travel such as walking and cycling and encouraging public transport use, is one way we can help reduce any negative environmental impact.

This is applicable to both urban and rural life; wherever possible, new developments should integrate well with public transport networks and cycling and walking networks, and should connect well with existing settlements with a minimum of cul-de-sacs and dead-ends. New development should allow easy movement from place to place, and should connect to existing public open spaces, public buildings or recreational spaces.

Image 14. Good connections to public transport networks or to existing facilities

The layout of your development regardless of whether it is in the countryside or in a town can have an effect on how users interact with the building and the wider area, and can have an effect on the health and wellbeing of that user. Good connection to existing facilities such as shops, parks or countryside core paths for example, can increase the enjoyment of a building and surrounding area, and can help the future sustainability of a community.

Designing your building without properly assessing the wider context or the immediate environment can have an impact on the success of your building. Good site and design appraisal will help release the potential out of a site and reduce its environmental impact.

Image 15 & 16. Good connections beyond the site and use of level and tactile surfaces

Any new development should be designed with inclusivity in mind, allowing all users of a building, dwellinghouse or public space regardless of their physical ability, to move around easily without meeting physical barriers.

The Council will expect all new development to incorporate access for all into their design.

Image 17. Ramps allow for all users of a building

Good access and space that allows movement free of unnecessary barriers and street clutter, raises the enjoyment of a place or shared resource and adds value to a community.

Image 18. Handrail or barrier? Design feature or unnecessary obstacle?

Cul de Sacs should be avoided where possible, and layouts should accommodate emergency and waste collection vehicles without compromising a sense of place. Design and layout should eliminate or at a minimum reduce the need for emergency or waste collection vehicles to reverse.

It can sometimes be challenging to incorporate the principles of ease of movement within the historic environment, without adversely affecting the character and setting of our listed buildings or Conservation Areas. In such cases early engagement is encouraged between the designer/developer, the planning services and Historic Environment Scotland.

Easy to Move Around Checklist

- Has the layout adequately considered existing and future movement patterns? ☐
- Has a site been chosen that has good connections to public transport? ☐
- Is the site well connected to walking and cycling networks? ☐
- Is traffic speed dictated by street design and layout, rather being dependent on physical traffic calming? ☐
- Has safe emergency and waste collection vehicle access been adequately considered in the design process? ☐
- Has inclusive design principles been incorporated into the design, ensuring access for all? ☐
- Is movement around the building easy and free from unnecessary barriers? ☐
- Has the layout of parking and turning been designed as not to restrict pedestrian and cyclist movement? ☐

Welcoming

Making a place welcoming through good design can bring added value to a community. Whether it is a shared public space, civic building, a piece of artwork or residential development, its design and layout can affect how we live and ultimately how we enjoy a place.

A sense of welcoming can be achieved by paying attention to the surrounding landform and the natural and built environment of the area.

Sensitive landscaping and well thought out access routes that connect places, can add to the sense of welcome, as can communal or shared spaces.

Image 19. Welcoming layout

Encouraging new landmarks and developments that create or improve views and help people find their way around more easily, are also to be encouraged.

In higher density developments, informal building layout should be favoured that allow opening up of views, rather than standard oppressive rows of uniformly sited buildings.

Better use of signage should be used to help the visitor find their way around. We can also use more sensitively located lighting to help create a place where people feel safe, or use lighting to highlight landmark buildings. In both urban and rural areas, landmark features can be created in new developments using works of art for example.

Image 20. Landmark features

If we feel welcome we tend to feel safer, so it is important that we look at design in the wider context, and in the context of how that building will affect the people using the space around it.

Image 21. Public art

Image 22. Good connections

Developments that favour vehicles tend to need large areas of tarmac or long stretches of wide road. They neither look welcoming nor help create a place that is safe. It encourages cars to travel faster and creates an unwelcoming environment for the pedestrian.

The Council will expect building layout, street design and landscaping to contribute to the natural control of traffic speed within higher density developments, minimising the need for engineered solutions or signage, and result in a more welcoming feel to new developments.

New developments must raise the aesthetic value of an area and not detract from it. Getting the location and design right, whether it is a home, public building or public open space, is critical to the overall usability and enjoyment of a place. It is essential for the success of a place to live in, work or spend time in.

Image 23. A simple feature that can make you feel welcome and can also slow vehicles down

Welcoming Checklist

- Has the proposed development been designed on a human scale and not vehicle scale? ☐
- Will buildings and layout make it easy for people to find their way around? ☐
- Will new landmarks be created, helping people find their way around? ☐
- Has the building been designed around the site? ☐
- Does the building respect the local landscape character? ☐
- Does the building comply with the existing settlement pattern? ☐
- Is public space well designed? ☐
- Will existing travel routes and spaces be protected? ☐
- Has the combination of building location, surfacing, hard and soft landscaping, been used to create a welcoming environment? ☐

Adaptable

Well designed places should be capable of performing more than one function. A road can be an area to play on, or a Sustainable Drainage System (SuDS) area can be an area of amenity.

The importance of landscaping, planting and provision of open space in creating successful new developments should not be overlooked, otherwise it can often appear as an afterthought once buildings, roads, paths and utilities have been designed.

The layout and design of open spaces within new developments should also be informed by the Scottish Government's Green Infrastructure Design and Placemaking and the Council's Open Space Supplementary Guidance.

When building homes, we should ensure that adaptability is part of the design process. Homes should be capable of meeting the changing needs of their occupants. This may mean accommodating the needs of a growing family by having somewhere suitable to store a pushchair, providing space for study or home working, or making adjustments to cope with infirmity or disability.

Image 24. Accessible for all

Choices made early on in the design process and in the method of construction, have important implications on the adaptability of a building. Future-proofing homes by making them adaptable is inherently sustainable and beneficial for individual householders and communities.

Adaptations generally take the form of either enlargement or internal alteration to suit a particular need.

To allow for future adaption, the potential for a dwelling to be extended should also be a consideration at the design stage, whether this is a side extension or a loft conversion or the addition of attic trusses for future conversion - future suitability should be considered.

Image 25. A home should be designed with future needs in mind

Images 26. Don't move out – move up!

The Council expects SuDS to be designed as a positive element of a development. It should aid biodiversity and not damage it and should be sited unobtrusively in the landscape and should not damage its setting, and where possible, should provide open shared space.

Developers should consider adaptability to future climate change, in terms of the layout and design of buildings and the spaces around them. New development below the 5 metre contour height should include a Flood Risk Assessment which demonstrates how the development avoids flood risk – in some parts of Shetland, this will be unavoidable.

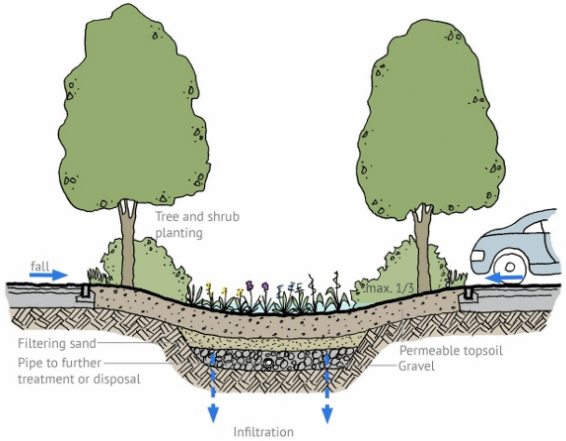


Image 28. Sustainable Drainage Systems or SuDS can encourage biodiversity or can be used as a shared surfaces. Image: www.susdrain.org

Image 27. For larger residential developments, developers should incorporate opportunities for future adaption of properties and tenure mix that reflects the needs and aspirations of the local community. (Source: Hjaltland Housing)

Adaptability Checklist

- Will there be opportunities to make buildings and areas adaptable to a variety of future uses? ☐
- Will internal and external layouts allow for adaption, conversion or extension? ☐
- Will there be a tenure mix that reflects the needs and aspirations of the local community? ☐
- Are communal spaces capable of serving more than one function? ☐
- Does landscaping and planting enhance amenity and provide for biodiversity? ☐
- Where appropriate, has a flood risk assessment been carried out? ☐

Further information on SuDS can be found in the Water and Drainage Supplementary Guidance and The SuDS Manual (CIRIA C753) which is available from the CIRIA website.

Resource Efficient

Low carbon developments and energy consumption should be a fundamental consideration for developers and designers.

A Low Carbon Economic Strategy for Scotland highlights that the built environment offers one of the most significant low carbon opportunities. The Strategy highlights the opportunity to reduce the current energy and carbon emissions associated with new and existing buildings through energy efficient, low carbon design and specification.

By incorporating low or zero carbon generating technologies, we can help lower the carbon footprint of a development in Shetland by reducing its energy consumption. This can also be done through good layout, positioning and orientation of the building, or by well designed shelter (walls, fences, planting etc).

The Council actively encourages use of renewable energy and heat recovery systems for existing and new development (for some types of new development this will be a requirement) or connection into the district heating network.

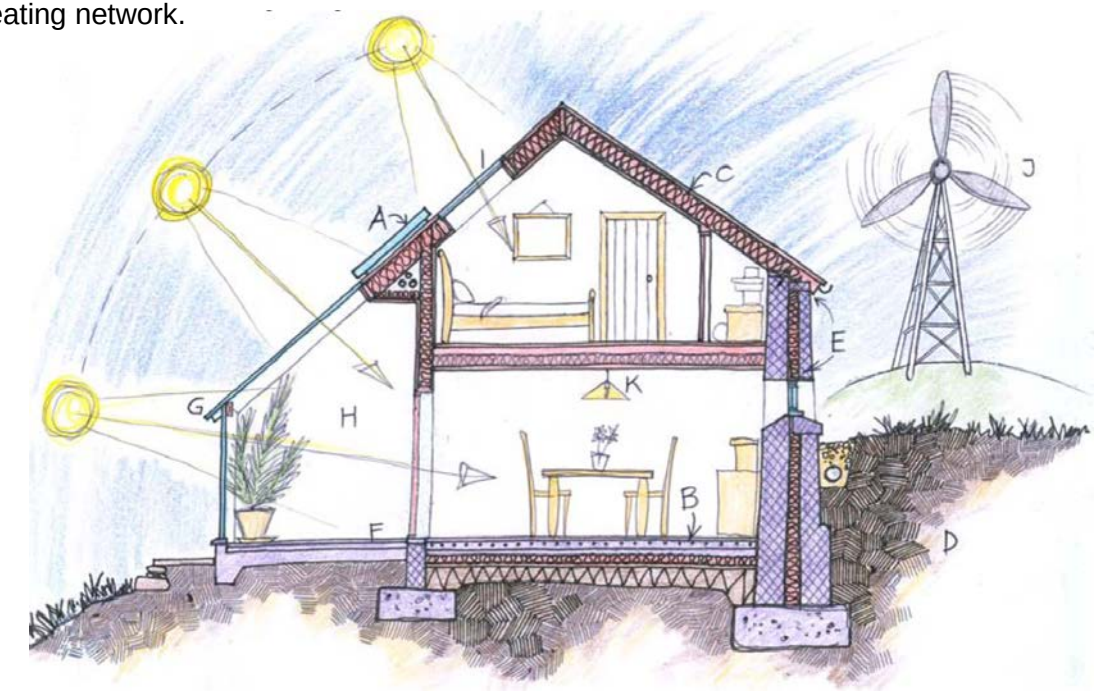


Image 29. With good internal layout, a building can maximise the heat generated from the sun - this heat can be dispersed through the building either by natural or mechanical methods

Energy efficiency and low carbon development starts with good orientation. Principle elevations should be sited with the direction of the sun or sun path in mind. Main living rooms and living areas should face south to maximise the benefits of passive solar gain (heat from the sun). More private rooms and areas of the house, such as bathrooms, stairs, utility areas, need not be on the south facing side.

New buildings should use natural features and should not work against them - this will also help the development visually sit within the landscape better. By working with the landscape, designers can prevent unnecessary exposure to the elements.

For higher density developments or developments in urban settings, site constraints through existing street and building layouts can present challenges when orientating new developments for passive solar gain. However, the importance of good natural daylight and direct sunlight lighting the interior of a building or its amenity space cannot be overstated. This can help make a building a healthier place to live in and can reduce running costs over its lifetime.

Parallel rows of south facing streets or unimaginative building layout, will not satisfy other design principles, therefore careful consideration should be made of all the six key qualities during the design stages. New development must not have a negative effect on natural or direct sunlight or daylight into existing buildings or spaces.

Good design should maximum the amount of light reaching existing public areas and where possible, protect streets or important network routes from prevailing winds or with designed shelter.

Image 30. Good public open spaces can raise the health and wellbeing of people living within a community

Landscaping and planning in and around house plots and buildings, and within communal areas, should be designed to shelter the buildings from adverse weather conditions such as winter northerly winds.

A choice of appropriate species of planting can do much to enhance the biodiversity of an area. Significant natural features and other areas of biodiversity should be protected where possible.

"Places that are distinctive and designed with a real understanding of the natural world are likely to be enjoyed, cared for and valued" (Designing Places 2001)

Resource Efficient Checklist

- Has the development layout, building design, position and orientation been informed by energy efficiency? ☐
- Does the design, fenestration and layout of rooms consider passive solar gain and protection from prevailing winds and use of designed shelter? ☐
- Has existing landscape features been used to shelter or protect the building? ☐
- Have existing natural features, such as watercourses, been integrated positively into the layout and design, in a manner that enhances amenity and biodiversity? ☐
- Will the development make use of advances in construction or technology that will enhance its energy performance, biodiversity value, quality and attractiveness? ☐
- Have sustainable drainage systems been considered from the earliest stage? ☐
- Have opportunities to re-use existing buildings or structures been taken in order to enhance the character of the development? ☐

5. New Development

Whilst most architecture and design Policy and Guidance defines settlements simply as urban or rural, Shetland's built landscape can lend itself to many more definitions.

Shetland has a wide variety of settlement patterns that over a short distance can quickly change in density and layout. Therefore defining Shetland's landscape pattern can be very difficult.

Shetland has its higher density towns which are easy to define as urban, however it also has its larger higher density rural settlements – or developed rural areas – which could also be classed as urban in terms of building density and layout.

However a large part of Shetland's built environment can be found within the open countryside. This can be classed as rural development in terms of the density and loosely scattered nature of the built environment within these areas.

For the purposes of this Supplementary Guidance, the general principles of good siting and design apply, whether it is development within our higher density urban and rural areas, or lower density open countryside. For all new development regardless of location, good individual site assessment will be required, and should form the basis of any planning application.

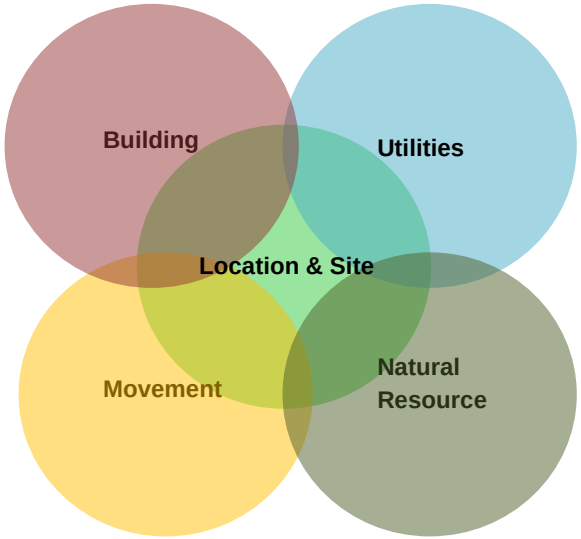
Development Relationship and Impact

All new developments should integrate well with their surroundings and their immediate environment, and should seek to enhance the character of the surrounding area through their layout and design.

This requires any new development to consider the relationship between its design, material choice, connection to other places and infrastructure and also impact on the natural and historic environment.

For new buildings in higher or lower density areas general design princples apply, however buildings in open countryside can often be seen over long distances, so location and context can be as important as the building's siting and design. Get the location wrong and it will stand as a monument to poor placemaking, and will neither complement nor bring value to an existing settlement.

Therefore further consideration of location and immediate site must be made when siting new development within Shetland's open countryside.



Location & Site

- All new buildings should be visually related to existing development.
- New development should be appropriately sited and in context.
- New development should complement the existing settlement pattern and adjacent buildings.
- New developments for multiple buildings should follow existing density patterns or follow density pattern appropriate for its location.
- Some areas may be so prominent or sensitive, that any development at these locations would be visually or physically detrimental to the environment.
- New development should follow and complement the existing landscape and land use and historic and archaeological environment. .
- Developments on the edge of settlements should be of a quality that will enhance that settlement.
- Sloping sites need careful consideration as to how your building sits within the landscape.
- Heavily engineered platforms or large underbuild should be avoided.
- Heavily engineered landscaping should be avoided.
- Boundary finishes should complement the site and surrounding area.

Building

- Buildings should be of a design, scale and massing that respects their surroundings and should consider the local architectural styles and settlement patterns.
- Buildings should be designed to fit the site and not the other way around.
- New developments must reflect existing density patterns
- Buildings should front on to streets and be arranged to provide good natural surveillance of public open spaces.
- Development should not have a negative impact on and should seek to protect the historic environment and landscape.
- The design of new development should be energy efficient through appropriate location, siting, orientation, design, materials and insulation.

Movement

- Any new developments should integrate with public transport and active travel networks, such as footpaths and cycle routes.
- New streets, paths, buildings, leisure areas or public open spaces, should have good connectivity and should link well with existing streets, paths, green spaces or areas with development potential.
- Use of green networks should be encouraged using cycling routes, pedestrian paths or green links or corridors.
- New places should be designed to reduce dependency on the car and promote the use of public transport and active travel networks.

Natural Resource

- Developments should consider the visual impact on existing settlements, landscapes and the historic environment, and should enhance and not detract from important views or skylines.
- New development will promote the use of Green Infrastructure and Green Networks.
- New developments should incorporate a good quality landscaping and planting scheme, utilising native species that can enhance biodiversity and amenity.
- New developments should protect and where possible enhance the biodiversity and amenity of watercourses and waterbodies on or adjacent to the site.

Utilities

- The Council will expect new developments to be efficient in terms of their use of land, buildings, services, energy and infrastructure, through good siting, design and density.

6. The Design Process

All new developments – large or small scale – can benefit from having been informed by a design process. This does not have to be a complicated exercise - the size and type of the development will dictate the amount of information that should be included within a planning application.

The following sections set out examples of how the design process can be undertaken using the basic three staged approach and the more detailed five key stages of the design process. Some developments will be required to go through an additional Quality Audit.

The Council encourages all developers to undertake this type of design process in relation to their project. This shall include a summary of the design and thought process to accompany your planning application.

The following design details could greatly enhance and benefit your proposal, by providing a clear understanding of how you arrived at your chosen design.

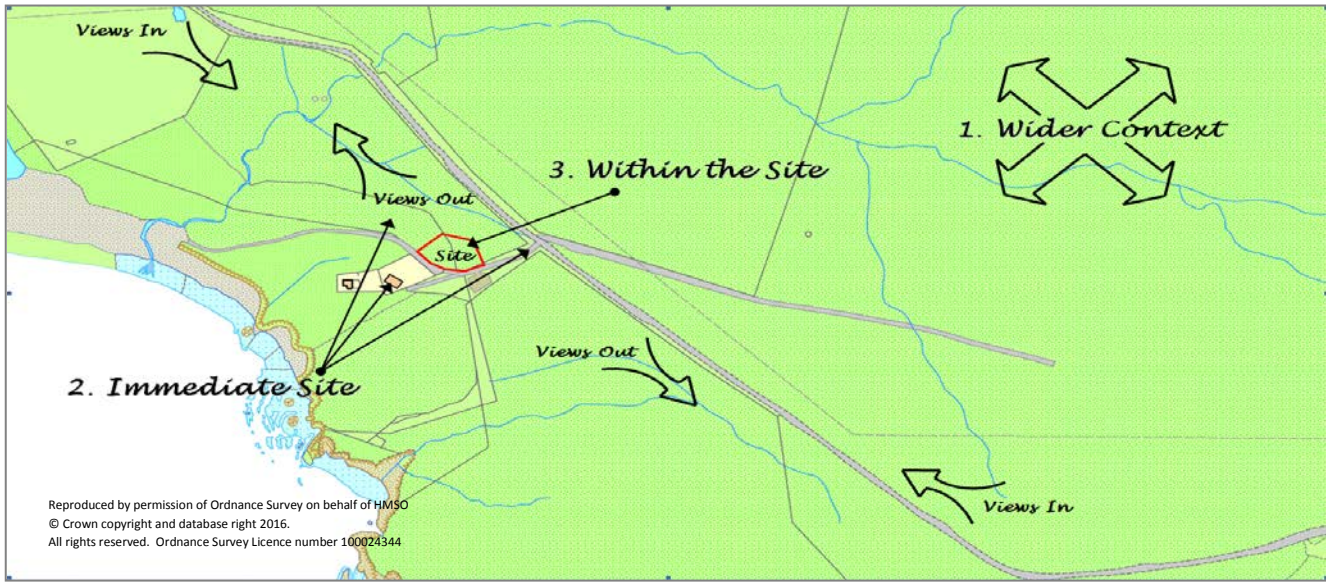


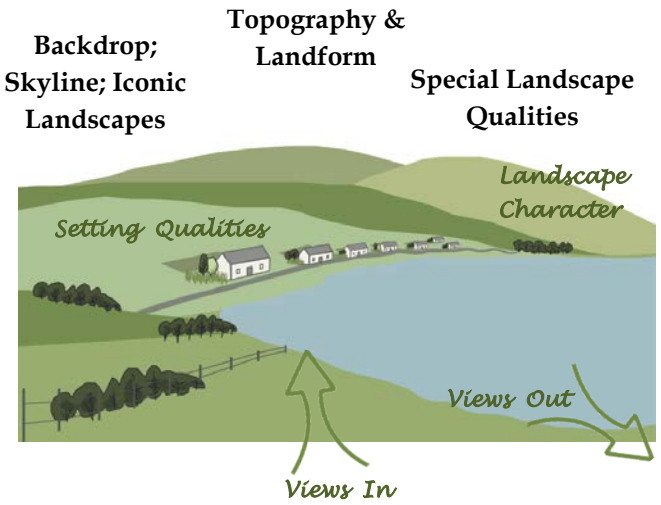
Image 31. Designers should start by looking beyond the site

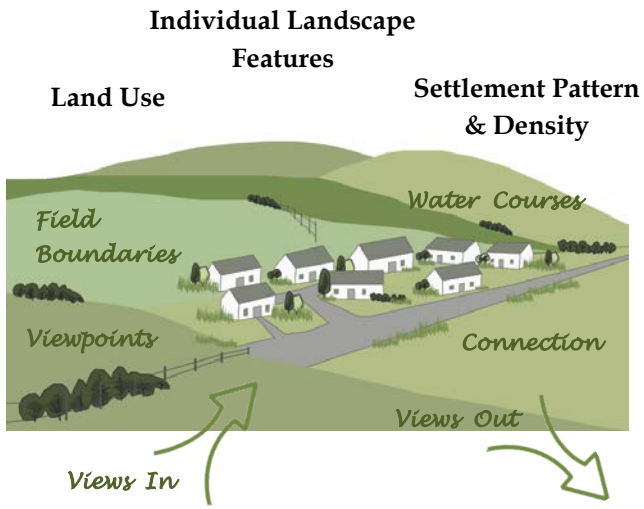
Three staged approach

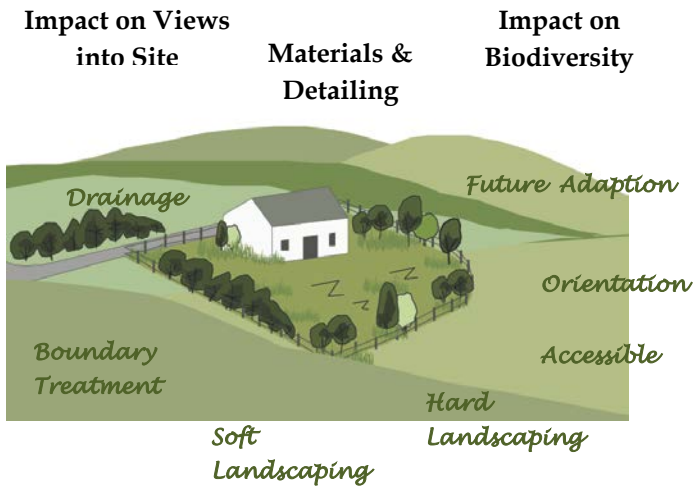
Your site appraisal should start by firstly looking at the wider context, where you should consider the nature of the development and how it fits into the wider area. Consider the physical landscape, its capacity or cumulative issues and how the development will relate and respond to its surroundings, including visual contexts.

You should then look at the immediate environment and consider how the development integrates into the local area visually and functionally. Consider circulation, networks, approaches, roofline, natural shelter, historic environment and the overall composition.

Finally, look at the site itself. Does the development comply with the principles set out in the first two stages? Does the site utilise appropriate materials, landscaping, designed shelter drainage, biodiversity etc?







1. Wider Context

Look past the site and beyond its immediate boundaries. Is the development an appropriate scale for its location? Does the location of the site comply with the settlement pattern and respond positively to the landscape? Does the development relate to its surroundings in the wider landscape and visual context? Does the development respect backdrops, skylines and physical landform?

2. Immediate Site

Look at the immediate site and what features lay outside its immediate boundaries. How will the development integrate with its surroundings – is it well connected? Is it the right scale in terms of physical size? Does the location complement other buildings or landscape qualities? Is it the right orientation and does it comply with existing building orientation?

3. Within the Site

Look at the site itself - does the site and building design bring the first two stages together successfully? How will the site look when it has been developed and how will it respond to a building being sited within it? Are the materials appropriate and have appropriate landscaping been used? Have appropriate drainage methods and protection of the natural environment been incorporated?

The 5 Stages of the Design Process

Stage 1: Site and Area Appraisal

- Examine the site in its wider and immediate context i.e. landscape character, views, settlement pattern etc.
- Carry out a site appraisal – this should include a desk survey and any on-site observations.
- Your observations should highlight why the site is suitable and how you came to this conclusion.
- Assess the site for connections, links and services etc.
- Does the site location bring value to the immediate and wider community?

Stage 2: Identifying Design Principles

- Establish a framework of ideas from which the design will be developed.
- Create a vision for the development and set your design principles.
- Refine your design based on your appraisal.
- Creating Places and Designing Streets should be your reference and inspiration, along with other Planning and Place publications.
- Make clear aspirations about how the proposed development can contribute positively to the local character and create a sustainable place.

Stage 3: Analysis

- Understand the site topography and landforms.
- Understand the evolution of the settlement and how development pattern applies to your site.
- Be aware of the site's status within the Local Development Plan and any previous planning decisions affecting it.
- An awareness of possible future developments around the site is vital, as this may influence links, layout, infrastructure or planting.
- Your analysis must include the influence of the elements such as sun paths and prevailing winds – this can affect your building's orientation or position on the site.
- Establish key views into and from the site and ensure that they are considered in the design.
- Check the potential for flooding, establishing a Flood Risk Assessment if required.
- Establish availability of utilities and any constraints.
- Make yourself aware of any designated sites such as NSA or SSSI or the presence of protected species.
- Establish if the site has any archaeological significance.
- Establish any built heritage designations such as listed buildings on or near the site.

Stage 4: Developing the Design Concept

- Establish a design concept based on the design principles and analysis.
- Your concept should show that you understand, embrace and interpret the site in its context.
- Consider undertaking pre-application consultations with planning officers.

Stage 5: The Design Solution

- Produce information (plans, visualisations etc) to communicate your design process, key decisions and final product.

Understanding how your building and its site interacts with the immediate and wider environment is at the heart of placemaking, and will help you achieve the most from your site.

Quality Audits.

Introduced within Designing Streets in 2010, Quality Audits (QA) aims to allow more innovative design solutions, where designers can set aside safety-cautious road layout in favour of designs that are more in-line with the principles set out within Designing Streets and Creating Places.

A Quality Audit is a collaborative process between the developer, Roads Service and the Planning Service, where road and access design can be checked from the earliest concept, to the final design submission. A Quality Audit should be an iterative part of the road design process and can support the aligning of consents (planning permission and Roads Construction Consent).

The Council's Planning and Roads Service will adopt the Quality Audit process as a tool to aid better road design. In terms of your planning application, the QA will be applicable for certain types and sizes of developments. Developers should contact the Planning Service for further information or go to www.creatingplacesscotland.org.

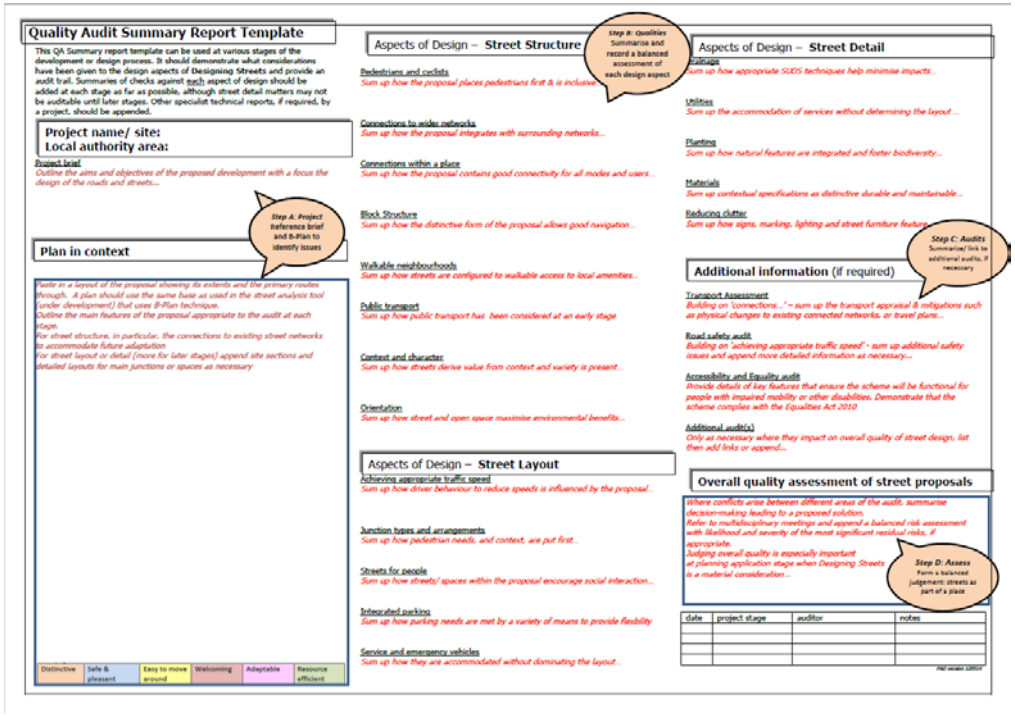
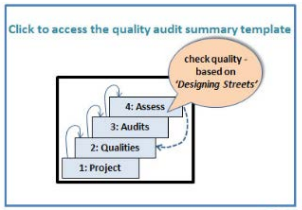


Image 32. A Quality Audit summary report template can be used at various stages of the roads design. It is a process or audit trail that seeks to help the developer demonstrate that the roads design has followed key aspects of Designing Streets .



A Quality Audit (QA) should be started by a developer or designer at an early stage, and should be shared with local authority officers during pre-application discussions. The QA process encourages a developer or designer to engage as 'placemakers'.

During the QA process the planning case officer and the roads engineer responsible for Roads Construction Consent, keeps a summary of key stages on file to form a decision-making trail.

For more information on Quality Audits and to access the on-line QA template, please go to the Creating Places website or click on the following link:
http://www.creatingplacesscotland.org/designing-streets/process/quality-audit

Image 33. Designers should start by looking at the wider context

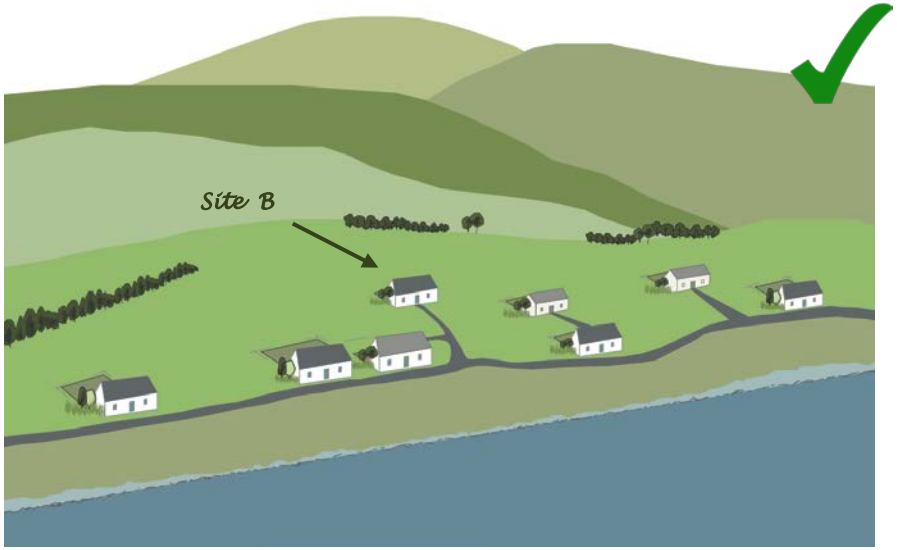


Image 34. A site should be well related to the existing settlement pattern.

Image 32 shows a very simplistic representation of a poorly sited house within a rural context (site A). No thought has been given to the wider context or if the site complements the existing built environment.

The site is visually unrelated to the existing settlement pattern with little assessment given to its impact on the landscape qualities of undeveloped open countryside.

Again a very simple graphic (image 33) shows better site location (site B), where the site utilises an existing access road and is more visually related to the existing built environment.

By pulling the site in closer to existing development, it now complements the existing landscape character and reduces the physical impact the development will have on the natural environment.

Designers should think about landscape character and setting – this includes the natural and built environment. They should also think about infrastructure serving the site and about how the site is serviced and the impact that all of those things will have on the natural and built environment, both physically and visually.

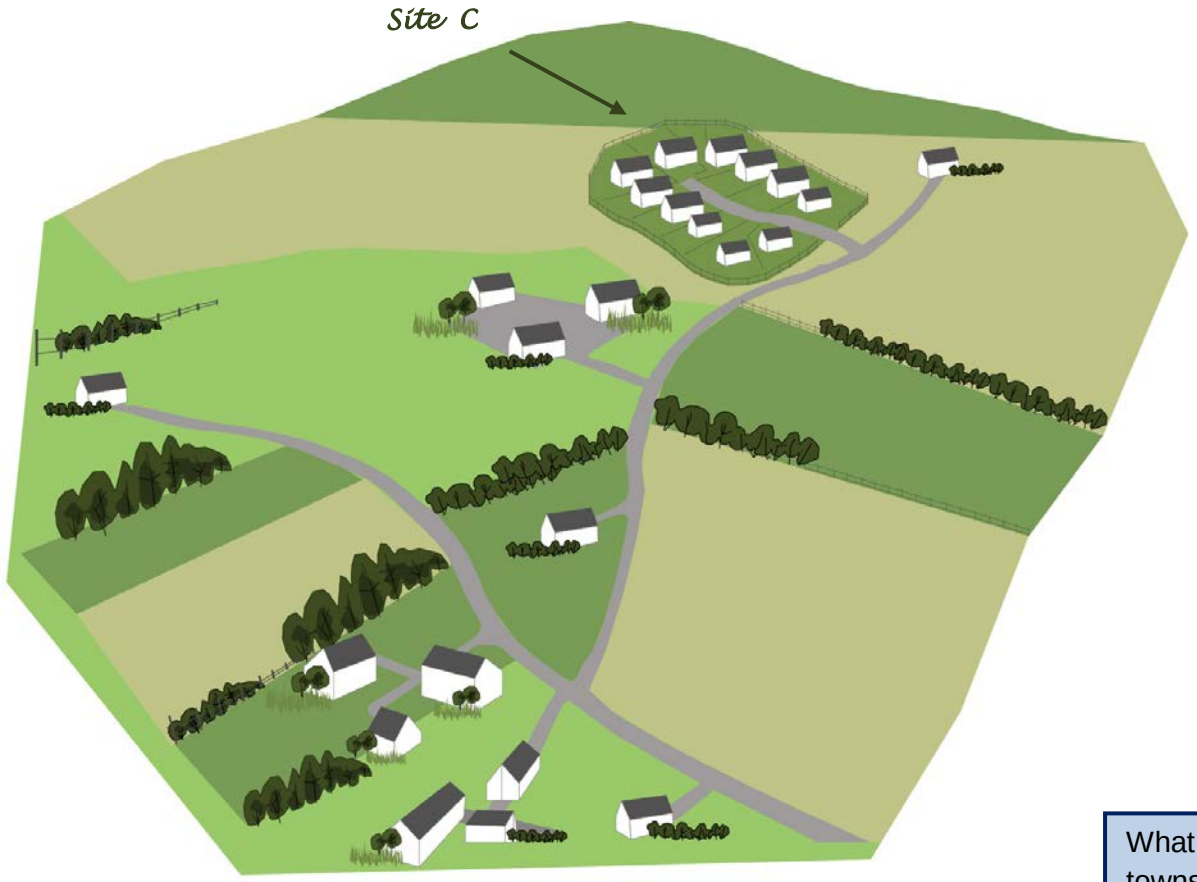


Image 35. A new development regardless of scale should pay attention to existing setting, settlement density and settlement pattern.

This graphic shows a very suburban development (Site C). The design ignores the setting of the wider and immediate areas of loosely clustered buildings sited within open rural countryside.

Within Shetland's more rural environment, we see areas free from formal urban elements such as streets, cul-de-sac development, rows of street lights and high density scheme layout.

New buildings should be visually related to existing development and should be appropriately sited and in context. Rectangular urban shaped plots may not be visually appropriate within a rural context where a more irregular shaped plot may be more historically accurate.

What works visually and physically within our built-up urban towns or our higher density developed rural areas, may not work within Shetland's more rural locations.

New developments of multiple buildings should reflect existing density patterns or establish density pattern appropriate for their locations.

Wider Context	Immediate Environment	Within Site
Look at key views to the site and how these can be addressed within the design. Is it the right scale and does it respond positively to the landscape?	Work with existing site features and not against them. Consider sun-path, prevailing wind direction and natural shelter.	Look at the site itself; is the building laid out to be energy efficient? Are public spaces well defined and passively overlooked?
Your design should be influenced by surrounding architecture, by adjacent building densities and settlement pattern.	Look at what lies outside the site's immediate boundaries. How will the development integrate with its surroundings?	Have appropriate design materials been chosen and proportions that reflect the best qualities of surrounding architecture?
Does the development respect backdrops and the physical landform?	Is the site well connected to existing services or facilities?	Has appropriate protection of the natural environment been incorporated?

Good Placemaking

Diagram 1. A simplified design process diagram that shows the importance of assessing your site, by firstly looking at the bigger picture and the wider implications on the landscape, then drilling down to more detailed design considerations such as how the site connects to existing services and how it will be sited within its site

Public Consultation & Major Developments

Depending on the size and scale of your development, there may be need for public and community involvement during the design process. This could occur at any stage of the design process, however early consultation with the environmental agencies, community councils, local residents or businesses, would help inform your design and layout.

Planning applications that fall into the Major category require a Pre Application Consultation (PAC) to be undertaken between the developers and the community. More details on this process can be found within Scottish Planning Policy Circular 5 2009: Hierarchy of Developments

7. Green and Blue Infrastructure

Green Infrastructure can be parks, paths, core paths, open spaces and their connections. Blue Infrastructure can be SuDS and other drainage or natural water features such as watercourses, lochs and the sea.

Not only is green infrastructure good for biodiversity reasons, it can reinforce the local landscape character by making a place more beautiful, interesting and distinctive, and can help instil character and a strong identify. It can also help protect our historic landscape

Green infrastructure is also about connecting places (see Shetland's Core Path Network). Good green infrastructure can increase the enjoyment of a place and in turn, raise the health and wellbeing of people using that place.

Image 36. The flower park (above) along with the George V Park in Lerwick, provide valuable public open space

Everyone can play their part in delivering green infrastructure. From householders looking to retro-fit their home, to community groups setting up allotments or community gardens, through to house builders designing new sites and also infrastructure and service providers looking at ways to deal with flooding, green infrastructure can strike a chord with each" (Scottish Government Green Infrastructure, Design and Placemaking 2011)

The Building: Green Infrastructure design can start at the building, with green roofs or garden areas that increase vegetation and provide habitats for birds and insects, creating ecological corridors.

The Street: It can be in simple street design with the use of planters, trees or bushes as traffic calming measures that reduce forward visibility that also provides valuable wildlife habitats.

The Neighbourhood Level: At the neighbourhood level, it is important to think about how the scheme will integrate with existing roads, paths and surrounding development. This means creating easy access, linking paths and accessible entrances in the right places.

Green Infrastructure can raise the value of an area as a place or space to enjoy or walk through, or it can act as a 'green lung' in higher density urban areas. However, Green Infrastructure is not just about green spaces like parks and open spaces, it also incorporates Blue Infrastructure such as sustainable drainage systems, swales, wetland, burns and their banks and other water courses.

Image 37. The core path at Clickimin provides an excellent green link and can be beneficial on many levels

Image 38. Blue Infrastructure at Sound: formerly a piece of derelict grassland, this development incorporates a Sustainable Drainage System with an excellent planting scheme and ornamental bridge - raising the beauty and value of the area for all visitors and residents to enjoy

8. Design Toolkit

The following sections give a very brief outline of the various tools that are available for designers and developers. It is in no way an exhaustive list, and it should be noted that there are many Planning Advice Notes and Guidance available on-line and includes on-line help. **Designers and developers should be familiar with these design aids, which should also be their points of reference.**

The term 'design toolkit' describes a set of exercises that can be undertaken by a developer or designer, that will set out design guidance or set of design parameters that a development should follow. It also allows the Planning Service an opportunity to understand the thought process behind a particular design, why that design was chosen, and what influenced that choice. It can also help deliver an agreed vision for a particular area or site.

Design toolkits can help produce a better quality planning application, which in turn can help planners undertake and deliver a more informed assessment of a particular development.

Design Statements

It should be noted that a design statement need not be an elaborate and complex process. Design statements can be a short document of one or two pages that sets out the principles on which a development is based.

A design statement can be prepared for large or small developments and it should explain how a design and how a layout proposal has been chosen – what has influenced that design?

A design statement enables the designer or applicant to explain why the selected design solution is the best and most suitable choice in terms of the building's design, layout, materials and the space around the building.

A design statement can be applied to a single building in the countryside or to multiple buildings within more densely populated areas.

Development Briefs

A development brief provides an assessment of constraints and opportunities presented by a site and the type of development expected or encouraged, based on this assessment.

A brief will provide guidance on key elements that any development should incorporate, with reference to appropriate Scottish Planning Policy and Local Development Plan Policies where necessary. A brief may include details on function, layout, plot sizes, building heights, building lines and materials etc.

A brief can often precede and inform a design statement or master plan. They may be prepared by the Council for certain sites, however, it will more often be expected that prospective developers will prepare briefs and agree these with the Council in advance of a planning application being submitted.

The Brief will be a material consideration in the decision making process.

Masterplanning

A masterplan comprises three dimensional images and text describing how an area will be developed. Its scope can range from strategic planning to small scale groups of buildings.

Most commonly, a masterplan describes and maps an overall development concept which may include present and future land use; urban design and landscaping; built form; infrastructure; circulation and service provision. A masterplan is based on an understanding of place and it is intended to provide a structured approach to creating a clear and consistent framework for development. A masterplan is generally used where there is a greater degree of certainty regarding the development of a specific site.

Design Guides

A design guide may be produced for a particular subject, for example, shopfront design, signage or house extensions and will show how the development will be undertaken in-line with current Local Development Plan policies.

Design and Access Statements

A Design and Access Statement is a document containing both a design statement and a written statement about how issues relating to access to a proposed development for people with disabilities, have been dealt with.

The statement will explain the policy approach and how any specific issues, which might affect access to the development for disabled people, have been addressed. It will also state what, if any, consultation has been undertaken and what account has been taken of the outcome of any consultation.

Supporting Statement

If it is deemed that a proposed development does not require any of the aforementioned Statements, Masterplan or Briefs, it is good practice to provide a Supporting Statement to supplement your planning application. This additional information can help the Planning Service make a more informed assessment of your application.

Supporting Information

The submission of any document should in all cases be accompanied by visual aids such as plans, drawings or photographs. The level of details required to be submitted will depend on the scale and type of development. **Developers are encouraged to make early contact with the Planning Service to discuss their proposals.**

9. The National Roads Development Guide

"Rural areas need design solutions and road standards which are appropriate to their character and setting. The application of urban standards and materials, such as tar macadam and concrete kerbs have resulted in development in the countryside looking too formal and over engineered. In addition, the adoption of suburban street lighting standards is not only inappropriate and increases light pollution, but often the lamp design can look out of place in the rural context. Every effort must be made to adopt an approach which complies with safety standards and yet responds sensitively to the rural scene and local circumstances" (Planning Advice Note 72).

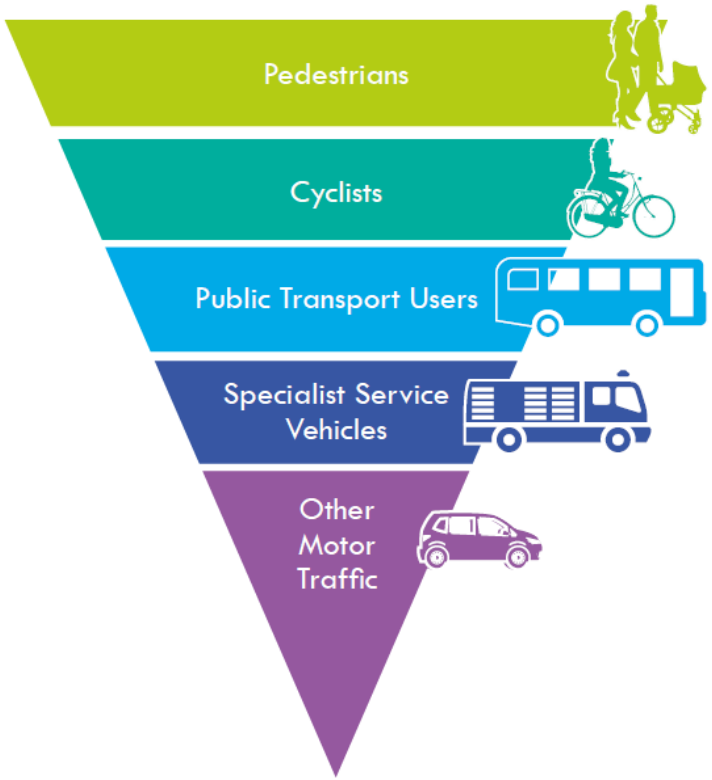
Poorly thought out road design has resulted in over engineered road accesses and parking solutions, which have been visually and physically detrimental to the character and sensitivity of the immediate and surrounding area.

Vehicular use is a fact of modern day life and can be a life-line mode of transport within Shetland's rural communities - placemaking does not seek to victimise the car user. However, at the heart of good placemaking is the need to start prioritising the movement of cyclists and pedestrians, and to develop communities that have better access to public transport routes.

Through good urban and rural placemaking we can reduce our dependency on cars and can encourage the use of public transport, walking and cycling.

The Planning Service in partnership with the Council's Roads Service will work with developers and designers, to help reach innovative road design solution that can achieve safety without compromising a sense of place.

Reaching a successful design in-line with the principles of good placemaking can be achieved. The Council's Planning and Roads Service encourage early engagement in the design process. Early engagement will be a prerequisite for the Quality Audit process.



Transport Hierarchy – Source National Roads Development Guide 2014

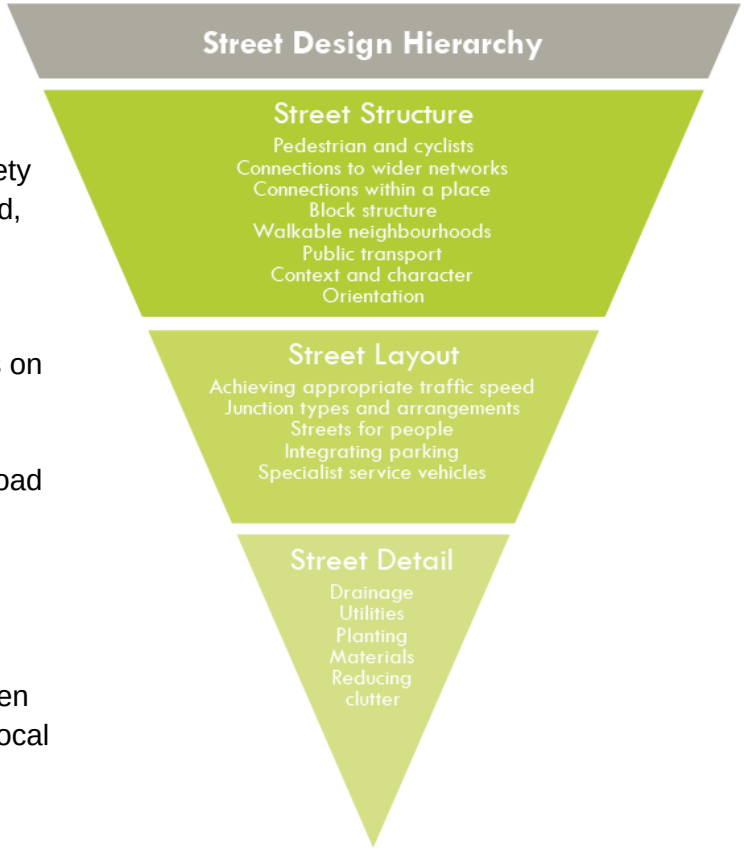
The National Roads Development Guide

The National Roads Development Guide (NRDG) has been produced by the Society for Chief Officers of Transport in Scotland, supported by Transport Scotland and Scottish Government Planning and Architecture Division. This document supports Designing Streets and expands on its principles. Importantly it provides clarification on when the principles of Designing Streets should be applied to road design.

NRDG – Variations for Shetland Islands Council Area

The NRDG now forms Council policy when assessing road design, and includes a Local Variation - this Variation must be read alongside the NRDG.

The NRDG and Local Variation will allow for better road design more in-line with Designing Streets (2010) and the principles set out within Creating Places (2013). Importantly it will allow the designer more flexibility to move away from standard road design, and towards design that meets the principles set out within this SG.



Street Design Hierarchy – Source National Roads Development Guide 2014

Quality Audits.

A Quality Audit is fundamental to the overall street design submission. Its main aim is to achieve a more consistent implementation of the fundamental principles contained within Designing Streets.

Checking the quality of a proposal against the principles of Designing Streets and the technical requirements of other policies and legislation should be on-going throughout the design process.

A Quality Audit will allow the designer to clearly demonstrate how a collaborative and considered approach was applied to each stage and design decision involved in the development of the final submission.

As a joined-up process Quality Audit should prevent one aspect of the design from dominating the decision-making process and should help to deliver and maintain high quality places.

"The NRDG is an aid for developers and designers and will help to encourage high-quality environments that place a focus on people and enable developments to be designed on an individual methodology, rather than following standard and rigid specifications where possible" (NRDG)

10. On-line Resources

CREATING PLACES

A policy statement on architecture and place for Scotland

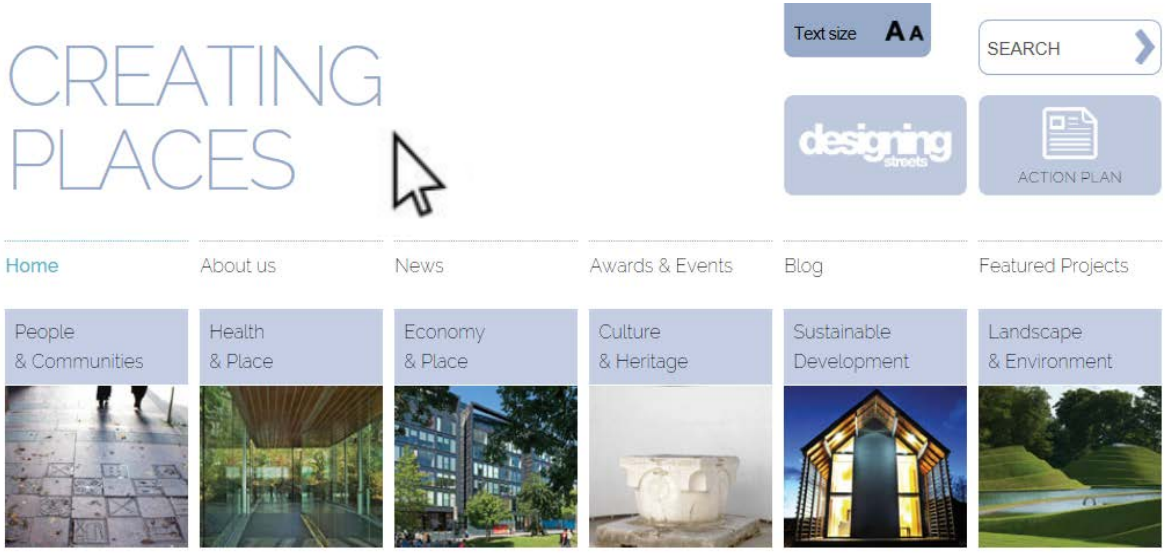
An important part of this statement is the architecture and place 'microsite' Creating Places – found using the following link: http://www.creatingplacesscotland.org

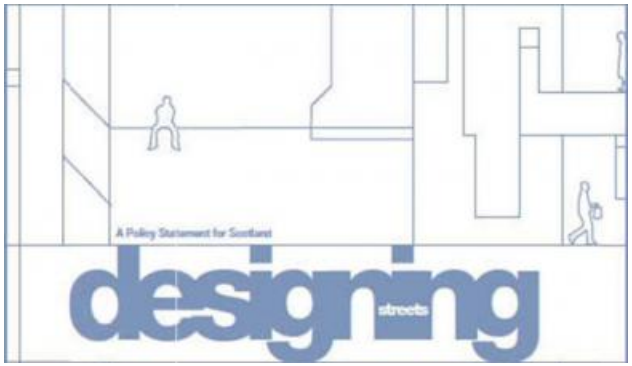
The site contains valuable resources from across Scotland and beyond which is intended to stimulate discussion, share good practice and inspire excellence. The site has links to design competitions, guidance and policy and also introduces the new Place Standard Tool.

"The most successful countries place high value on their buildings and on the spaces between their buildings. They recognise that good buildings and public spaces enhance the quality of life for both citizens and visitors and provide attractive environments in which to do business". (Architecture & Design Scotland)

Creating Places 2013 is Scotland's newest architecture and place Policy Statement and its principles form the basis of Placemaking in Shetland. It builds upon the principles first introduced within Designing Places 2001.

Creating Places continues to highlight the value of good design and what good design can deliver. Creating Places, Designing Streets and Designing Places should be your principal documents and should be read in conjunction with other relevant Design and Planning Advice Notes (PANs) available on-line – see section 10.





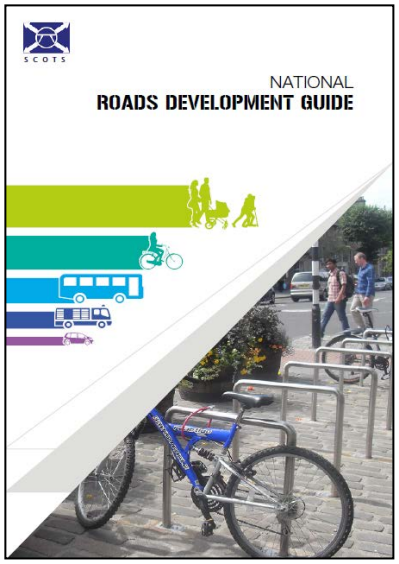
Designing Streets 2010 is Scotland's first policy statement for street design; it marks a significant change in terms of street design guidance and is now aimed towards the principles of placemaking – it should be your principle document when embarking on road and pedestrian access and should be read alongside the NRDG and Shetland's Local Variation.

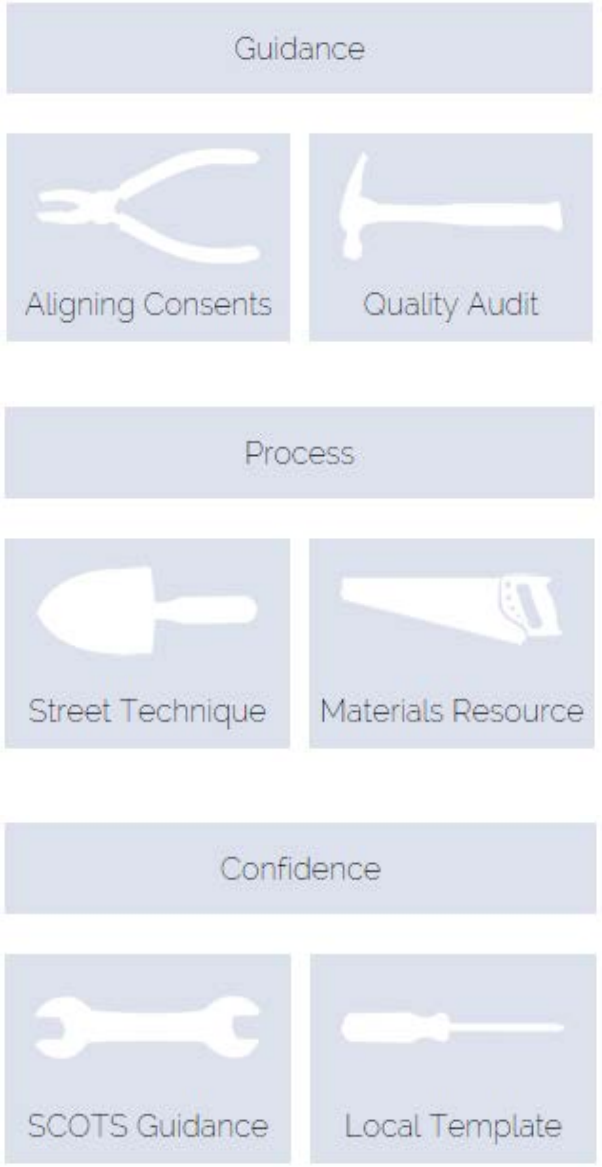
The Creating Places web site also introduces the new Designing Streets Toolbox found using this link: http://www.creatingplacesscotland.org/designing-streets

Created as the result of research commissioned by the Scottish Government into Designing Streets, it sets out to provide action in three areas: Guidance, Process and Confidence.

Each tool found within the site has been created to do a specific task, and they have been deliberately designed to be easy to apply across a range of different practices. One intention is to help improve the efficiency and delivery, of the Road Construction Consent and Planning process

The National Roads Development Guide is one of the tools on offer – found using the SCOTS Guidance link at the Creating Places website – see page 41.





Planning Advice Notes

The Scottish Government has provided a series of Planning Advice Notes or PAN's, that provide advice and guidance on the relevant areas of the development process.

PANs and other Policies and Guidance can be found using this link:

http://www.gov.scot/Topics/Built-Environment/planning/Roles/Scottish-Government/Guidance

GREEN INFRASTRUCTURE

DESIGN AND PLACEMAKING

Green Infrastructure Design and Placemaking 2011, is a document aimed at planners, landscape architects, developers, house builders and others involved in shaping the built and green environment and builds on Creating Places and Designing Streets and gives practical tips on incorporating green infrastructure in masterplans or can be useful guide for developments of any scale.

Inspirational Designs website forms part of the Scottish Government's agenda to promote good housing design and placemaking throughout Scotland. It is a 'live' resource that expands over time, as more projects receive awards. It is there to inspire and to show what is possible to achieve http://www.gov.scot/Topics/Built-Environment/AandP/InspirationalDesigns

Additional Website Information

All designers and developers should be familiar with the planning system and the guidance and advice that are contained within it

To aid better understanding and to keep developers and designers up-to-date with any changes, the Scottish Government has provided on-line access to all publications for a number of years.

The Scottish Government's website contains all current planning information and design tools and can be found at: www.gov.scot/Topics/Built-Environment/planning

The website contains information on the three main parts of the planning system, with links to each section. The website also includes links to all guidance publications including Orders, Directions, Amendments, Planning Advice Notes, Circulars etc.

www.gov.scot/Topics/Built-Environment/planning/Roles/Scottish-Government/Guidance

eDevelopment.scot

eDevelopment.scot is the new single landing page where users can access the replacement ePlanning portal and the new eBuilding Standards portal. The site can be accessed using this link *https://www.eplanning.scot/ePlanningClient/*

Shetland Local Development Plan

'The Plan' as it is referred to, sets out a Vision and Spatial Strategy for the development of land in the Shetland Islands over the next 10 – 20 years. The Council's Planning Service will use the land use planning policies contained in the Plan, to determine all new planning applications submitted under the Planning (Scotland) Act.

The Shetland Local Development Plan can be found using this link: www.shetland.gov.uk/planning/LocalDevelopmentPlan.asp

Try the Scottish Government's planning website where you will find all planning publications http://www.gov.scot/Topics/Built-Environment/planning/Roles/Scottish-Government/Guidance

eDevelopment.scot

ePlanning.scot

eBuilding Standards.scot

11. Building Standards

Building standards seek to limit risk to an acceptable level by identifying hazards in and around buildings that can be addressed through the Building (Scotland) Regulations and Designers need to consider all aspects of design carefully to minimise risks inherent in any building.

The intent should be to create designs that reduce the risk to people which may occur from accidents involving falls, collisions, entrapment, and slips. Guidance is available within the Building Standards Technical handbooks which are freely available on-line to give recommendations for the design of buildings that will ensure access and usability, and reduce the risk of accident and unlawful entry.

Publications by organisations including the Royal Society for Prevention of Accidents (RoSPA) http://www.rospa.com/ may offer further information relevant to the safety of occupants of, and visitors to, buildings for those aspects outside the scope of the Building Standards.

Accessibility - buildings should be designed to consider safety and the welfare and convenience of building users. An inclusive environment is one within which everyone, regardless of age, disability or circumstance, can make use of facilities safely, conveniently and without assistance to the best of their ability.

Buildings that consider future flexibility of use also contribute to the creation of a more sustainable housing stock, simplifying alterations. This can allow people to remain longer in their home, through changing circumstances, with the minimum of disruption and inconvenience. This also reduces demand on the NHS as patients, when ready for discharge from hospital, can return home to suitable accommodation.

The guidance relating to accessibility has been based around, and developed from, issues that are included in 'Housing for Varying Needs' and the Lifetime Homes concept developed by the Joseph Rowntree Foundation.

An Access statement - records how access issues have been considered and developed from project inception, through all stages of development, through to the final use of a building. Where design proposals vary from guidance within this Handbook or, in the case of a conversion where a standard is to be met as far as is reasonably practicable, relevant information extracted from a project access statement may assist in determining compliance.

Security - a dwelling that is safe and secure provides a positive contribution to the quality of life of its occupants and contributes to the delivery of a more sustainable community. Introducing basic measures to improve security can make unlawful entry into dwellings physically more difficult and ensure the safety and welfare of occupants**.**

For further information on Building Standards please go to:
http://www.gov.scot/Topics/Built-Environment/Building/Building-standards

Or to the Technical Handbooks and publications go to:
http://www.gov.scot/Topics/Built-Environment/Building/Building-standards/techbooks/techhandbooks

12. References

- Scottish Government (2014) *National Planning Framework 3.* Edinburgh, Downloaded from http://www.gov.scot/Topics/Built-Environment/planning/NPF3-SPP-Review/NPF3
- Scottish Government (2014) *Scottish Planning Policy.* Edinburgh. (Online) Available from http://www.gov.scot/Publications/2014/06/5823 (Downloaded in December 2014).
- The Scottish Government (2013) *Creating Places.* Edinburgh, (Online) Available from http://www.gov.scot/Publications/2013/06/9811/downloads (Downloaded in June 2015).
- The Scottish Government (2010) *Designing Streets.* Edinburgh: RR Donnelley
- The Scottish Government (2010) *Designing Places.* Edinburgh
- The Scottish Government (2008) *Good Places, Better Health.* Edinburgh: RR Donnelley
- The Scottish Government (2011) *Green Infrastructure – Design and Placemaking.* Edinburgh: APS Group Scotland
- The Scottish Government (2005) *Planning Advice Note 72: Housing in the Countryside.* Edinburgh
- The Scottish Government (2008) *Planning Advice Note 83: Masterplanning.* Edinburgh
- The Scottish Government (2003) *Planning Advice Note 68: Design Statements.* Edinburgh
- The Scottish Government (2003) *Planning Advice Note 67: Housing Quality.* Edinburgh
- The Scottish Government (2006) *Planning Advice Note 78: Inclusive Design.* Edinburgh
- The Scottish Government (2006) *Planning Advice Note 77: Designing Safer Places.* Edinburgh
- Society for Chief Officers of Transport in Scotland (2014) *National Roads Development Guide.* . (Online) Available from http://www.creatingplacesscotland.org/designing-streets/guidance/scots-guidance (Downloaded in August 2015).

- The Scottish Government (2013) *Creating Places* (Online) Available from http://www.creatingplacesscotland.org/ (Accessed: Various Dates)
- The Scottish Government (2013) *Designing Streets* (Online) Available from http://www.creatingplacesscotland.org/designing-streets (Accessed: Various Dates)
- The Scottish Government (2013) *Auditing Quality Using Designing Streets* (Online) Available from http://www.creatingplacesscotland.org/designing-streets/process/quality-audit (Accessed: Various Dates)
- The Scottish Government (2015) *ePlanning.scot* (Online) Available from https://eplanning.scotland.gov.uk/skin/edevelopment.htm (Accessed: Various Dates)
- Architecture and Design Scotland (2015) *Decade: Housing - I don't live in a house, I live in a community – Reflections* (Online) Available from http://www.ads.org.uk/decade-housing-i-dont-live-in-a-house-i-live-in-a-community-reflections/ (Accessed: 20 November 2015)
- Architecture and Design Scotland (2014) *Sir Harry Burns' BEFS Lecture on Wellness* (Online) Available from http://www.ads.org.uk/befs-annual-lecture-2014-sir-happy-burns-chief-medical-officer/ (Accessed: 03 March 2014 and 20 November 2015)
- Architecture and Design Scotland (2013) *Good Places Better Health for Scotland's Children* (Online) Available from http://www.ads.org.uk/good-places-better-health-for-children/ (Accessed: Various Dates)
- National Health Service (2015) *A Place Standard for Scotland* (Online) Available from http://www.healthscotland.com/resources/cpps/local/placestandard.aspx (Accessed: Various Date
- Shetland Islands Council (2014) *Shetland Local Development Plan* (Online) Available from http://www.shetland.gov.uk/planning/LocalDevelopmentPlan.asp
- Shetland Islands Council (2012) *Water & Drainage Supplementary Guidance* (Online) Available from http://www.shetland.gov.uk/planning/LocalDevelopmentPlan.asp (Accessed: Various Dates)
- Shetland Islands Council (2012) *Natural Heritage Supplementary Guidance* (Online) Available from http://www.shetland.gov.uk/planning/LocalDevelopmentPlan.asp (Accessed: Various Dates)
- Shetland Islands Council (2008) *The Shetland House: Guidance for Housing Development in Shetland* (Online) Available from http://www.shetland.gov.uk/developmentplans/documents/guidancetheshetlandhousedecember2008v0.1.pdf (Accessed: Various Dates)