FIFEplan

PEOPLE | ECONOMY | PLACE

Making Fife's Places

Supplementary Guidance

August 2018

Fife Council
Economy, Planning & Employability Services

Making Fife's Places Supplementary Guidance – buildings, green infrastructure, and streets [August 2018]

This document sets out Fife Council's expectations for the design of development in Fife.

It explains the role of good design in creating successful places where people will want to live work and play through an integrated approach to buildings, spaces and movement.

This document covers:
All types of development except wind farms and minerals. This includes:

- Proposals incorporating existing buildings/ townscape
- Proposals affecting designations in the historic environment [listed buildings, Conservation Areas, Scheduled Ancient Monuments] including their settings
- Proposals affecting designated nature conservation sites
- Proposals for locations in the countryside, edge of settlement and within settlements

This document is intended to be used by:

- Designers and investors preparing planning applications for new development;
- Fife Council officers [Development Management and others] and elected members who take decisions on planning applications; and
- Communities in Fife

This document replaces:

- Green Infrastructure SPG
- Fife Masterplans Handbook
- Creating a Better Fife: Fife Urban Design Guide
- Fife Sustainability Checklist
- Public Art SPG
- Fife Council Transportation Development Guidelines Supplementary Designing Streets Guidance

How does this document apply to your development?
All proposals will follow the same basic approach towards the design of a development whatever the size of that development. The designer will consider:

- what the development is for,
- the nature of the site itself; and
- what is around the site (the context).

This document is designed to be applied whatever the scale or location of the development being proposed but it will be applied **proportionately**. For example the level of information which should be provided as part of an application will be greater for complex proposals or those which are in sensitive locations. For smaller proposals such as small extensions or single houses in less sensitive locations we will still be looking for information on the proposal; the nature of the site; and the context of the site - but the level of detail we will require is likely to be less.
This document emphasises the importance of carrying out **site appraisals** whatever the scale of the development that is being proposed. These will help the designer to consider the nature of the site itself and the context of the site. There is guidance on carrying out site appraisals in section 2.2.2

Status of this document:
This document is a material consideration in the determination of planning applications.

Once the Local Development Plan - FIFEplan is adopted this document will be finalised taking into account any changes that may result from the Local Development Plan examination. The document will then be submitted to Scottish Ministers before becoming statutory Supplementary Guidance as part of the Development Plan.

Contents

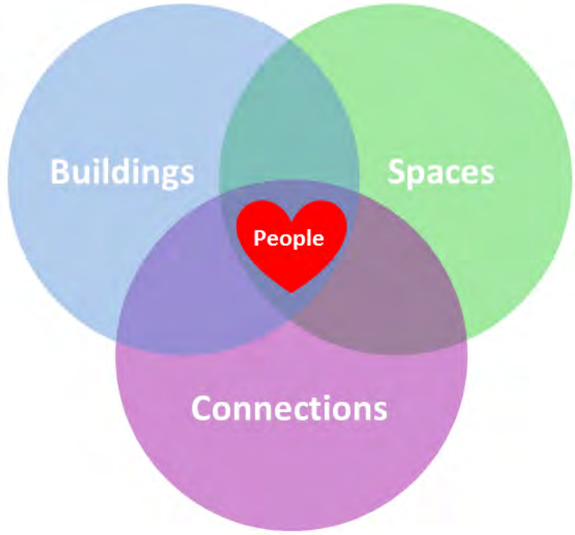
1.0 Introduction

1.1 What do we mean by 'places'?

Places are the man-made spaces in which people live, work and play – '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' *Creating Places Scottish Government 2013*.

Places are made up of **buildings**, the **spaces** around them, and **connections** between them [streets, paths and green networks]. They incorporate built structures and green infrastructure

Well designed places will encourage social interaction and foster strong communities.



The relationship of **people** to the environment around them is fundamental to the development of good places.

What makes up green infrastructure?

Green Infrastructure consists of 'green' (plant related) and 'blue' (water related) elements within natural and built environments.

Green elements include: gardens, hedges, trees, urban green spaces, street trees and planting, parks, woodland, green roofs, green walls.

Blue elements include: ponds, rivers, wetlands, rain water storage features, permeable paving, swales.

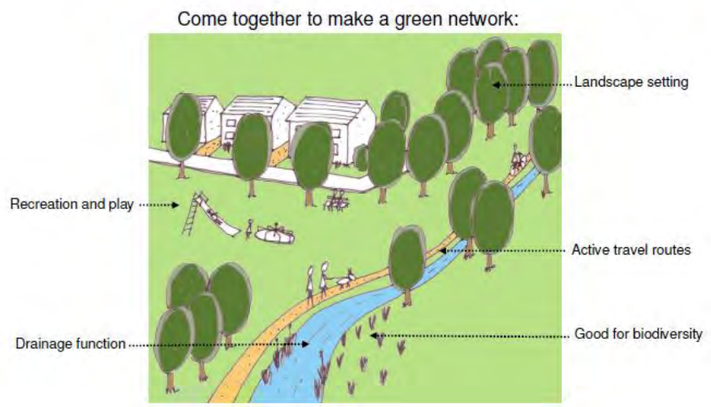
All new development is expected to provide elements of green infrastructure as part of their proposals.

What are Green Networks?

FIFEplan maps existing green networks and includes the priorities for green networks for specific development proposals.

This information is not exhaustive and more local green networks should be identified as part of site appraisals and integrated into new development proposals.

More information on green network assets and opportunities that we have identified in Fife is available in Appendix H Fife's Green Network Report.



Green networks are not the same as green infrastructure

In Fife we use the following definition of green networks:

*The **Green Network** … comprises the network of green spaces within and around our towns and cities, linking out into the wider countryside, which underpins the region's quality of life and sense of place and provides the setting within which high quality, sustainable growth can occur.*

It is made up of interconnected networks of:

1. Woodlands;
2. Other terrestrial natural and semi-natural habitats (e.g. species rich grassland; raised bogs and heathland);
3. Watercourses, wetlands and other blue spaces;
4. Formal and informal greenspace in and around urban areas (including formal sport, play and recreation); and
5. Active travel routes (including footpath and cycle routes).

1.2 Why is design important?

Buildings, spaces and how people move between them provide the setting for people's daily lives. Their character and quality affects people's experience of a place. Good design plays a vital role in this: it can make places more beautiful and interesting, giving them character and a distinctive identity. Masterplanning extensions to existing settlements or re-designing areas within Fife's towns and villages provides opportunities to create better places for people; new development beyond these settlements has an impact on Fife's landscapes.

Well-designed new development will help Fife Council to achieve many of its priorities and has recognised benefits.

The main challenges for design in Fife are seen as:

- *Using a suitably qualified designer with relevant experience of the type of project in question*
- *Dealing with cars - creating streets for people where roads and junctions are designed for low traffic speeds, and parked cars do not dominate residential streets or detract from historic townscape*
- *Pricing proposals accurately so design amendments - to achieve cost savings after planning consent - are avoided*
- *Having confidence to produce good contemporary design proposals as an alternative solution to a "safe" traditional option, especially for historic environments.*

1.3 How designing places relates to the planning process

Planning and designing the structure and detail of a place takes place at regional, settlement, neighbourhood, street and individual plot levels. The table on the next page explains how placemaking and green infrastructure relates to Fife's development planning and planning application processes.

Social Benefits:

Promoting healthier more active lifestyles
- Safe, attractive streets & spaces encourage physical activity
- Creating walkable neighbourhoods with a range of facilities and well-connected travel routes encourages walking & cycling over using the car

Improving quality of life
- Access to safe attractive environments, services & amenities improves wellbeing and mental health
- People value high quality buildings & spaces

Strengthens local communities and provides a source of community pride
- Layout of buildings & spaces provides opportunities for socialising, interaction and events
- Protecting Fife's built heritage, local views and landmarks preserves its cultural history & sense of identity
- Charettes & other engagement methods encourage community participation in the design of neighbourhoods and volunteering in projects

Providing opportunities for education

Providing opportunities to grow food locally

Economic Benefits:

Making places more attractive for investors and customers
- High quality buildings and spaces improve the image of an area and promotes Fife's tourist industry
- Integrated SUDS and new technologies provide opportunities for cost savings
- Mixed use development connects people to jobs and amenities and reduces the need to travel

Providing opportunities for commercial enterprise
- Successful places attract creative talent
- Adaptable places meet the needs of different sectors and sizes of business

Boost property values
- A supply of attractive homes with well-designed facilities built in the right place creates a sought –after neighbourhood
- Re-use of existing buildings brings life back to Fife's town centres and increases demand for goods and services

Environmental Benefits:

Making best use of resources
- Buildings & spaces adapted to local microclimate are more pleasant to use
- Re-using derelict land and buildings finds solutions for Fife's industrial / housing legacy
- Incorporating existing site assets in new development helps create distinctive places
- promoting development served by public transport

Supporting biodiversity
- Integrating green infrastructure into development proposals provides new and enhanced habitats and helps prevent habitat fragmentation

Reinforcing Fife's valued landscape & settlement character
- Sensitive proposals protect & enhance built heritage & natural environments
- Sensitive siting & design fits new buildings into the landscape setting / townscape context

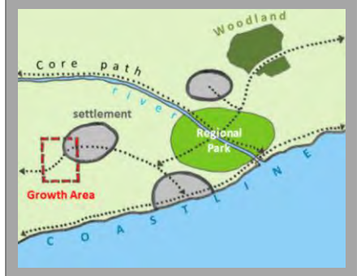
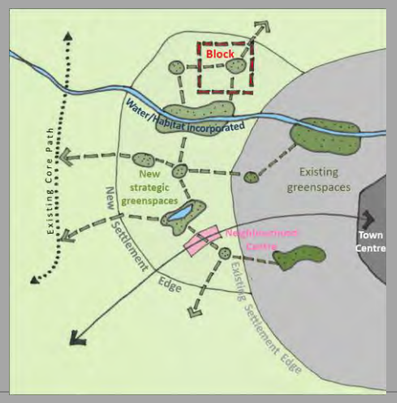
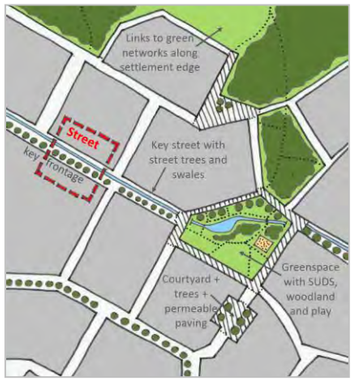
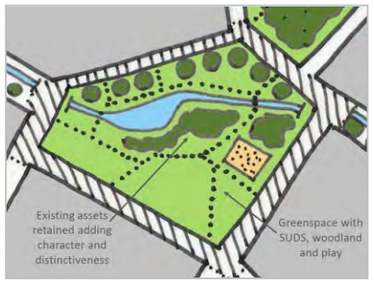
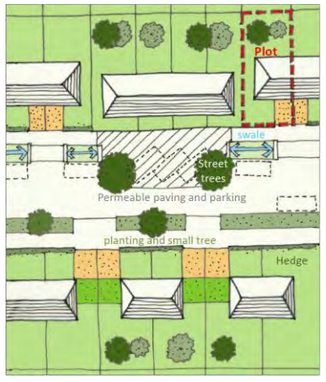
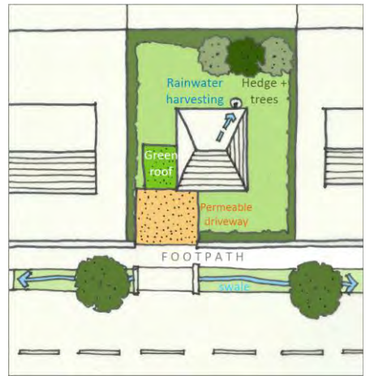
Helping to mitigate the effects of climate change
- reduce CO_2 emissions
- provide carbon storage in vegetation
- provide shelter
- reducing air and water pollution
- reduce overheating in urban areas

Reducing the risk of flooding


Aberdour


Pittenweem


Burntisland

	Development Planning Stage		Development Management Stage
Stage of planning process and influence on the design of development	**National Planning Framework, Strategic Development Plans (SESplan and TAYplan).** National and regional planning policies in Scotland promote the importance of design to create healthy and attractive places to live; improving the quality of people's lives. They also promote the protection and enhancement of green networks.	**Local Development Plan (LDP):** • Sets out the local strategy for the built environment, green infrastructure and green networks. • includes policies that protect the built and natural environment and require the design of new development to meet the six qualities of successful places. Section 2.4 gives guidance as to how these policies will be applied • reflects local priorities identified through the Fife Greenspace Strategy, Fife Forestry and Woodland Strategy, Fife Local Biodiversity Action Plan (LBAP)and the Fife Core Path Plan	**Planning applications** Design is a material consideration in determining planning applications. Fife Council may refuse an application and defend its position at appeal solely on design grounds. This guidance sets out key principles to guide the design of buildings, streets and green infrastructure to create integrated new development. The level of detail on design required for Development Management will depend on the scale or complexity of the development proposal and the type of planning application being made [pre-application discussion, planning permission in principle, full planning permission or approval of matters specified in conditions]. Design issues should be considered from the neighbourhood or block scale to the detailed plot – building, greenspace and street. Design of new development may be influenced by approved design guidance: **Site specific guidance:** • Development brief • Masterplan • Development Framework • Urban Design Framework • Conditions specified as part of PPP consent **Local Design guidelines:** • St Andrews Design Guidelines • JSbp Design Guide • Conservation Area appraisals There are **customer guidelines** covering a number of design topics including specific guidance for Conservation Areas on Shop front design; Materials & maintenance; Painting buildings; and Windows There are also guidelines on Trees and Development and Garden Ground. These can be viewed on www.fifedirect.org.uk under 'planning guides and forms'
Development scale	**Region** 	**Settlement** 	**The neighbourhood or block**  **The Plot - greenspace**  **The Plot – the street**  **The plot – building & grounds/ setting** 
What information is or should be shown	SESplan and TAYplan map: • principal settlements/ strategic towns • strategic travel routes • strategic development areas • undeveloped coast • green network opportunities • green belt proposals	The LDP: • maps existing settlements, strategic development areas, allocated housing sites and employment sites; • maps information on protected historic and natural environments and landscape; • identifies sites that have or will require a development framework or masterplanning; • maps existing green networks and identifies opportunities for green network enhancement; identifies protected open space (including playing fields outwith educational establishments).	Typically a masterplan or framework illustrating governing principles - describing the proposed form in 3 dimensions: • how the new development connects to existing streets; • how the new development protects, connects to and enhances the natural environment and green networks in the surrounding area; • how the new development protects, and enhances historic environments in the surrounding area; • broad development blocks & street patterns to show character - building heights, street widths etc.; • predominant uses, and location of facilities and key buildings; • new public greenspaces including parks, allotments, playing fields etc.; • surface water strategy including streets with trees /swales.	Detailed information on the siting, layout, access & servicing arrangements for buildings, streets and green infrastructure elements. Information on greenspaces should include proposed uses, sizes, routes through the space and connections into the surrounding area, relationship to existing green networks, and management plans. Streets should be designed to accommodate elements of green infrastructure such as street trees, planting, grass verges that could function as swales (SUDS), permeable paving, etc. as well as making provision for movement and parking. Detailed street design to be provided as part of planning applications: • Levels & sections; • Vehicle movement - including access points, street dimensions, control of speed, junction types and arrangements, visibility splays, accommodating emergency and service vehicles; • Pedestrian movement - including pavement dimensions, crossings, level changes [steps, ramps], shared surfaces; • Parking - including level of provision, location and variety of means; • Detail and specification of surfacing / edge materials, street lighting, signage, street furniture; • Drainage and utilities. Technical guidance on these elements are in Appendix G.	Detailed Green Infrastructure information to be provided as part of planning applications: • Levels; • Planting details and specification; • Tree, habitat and landscape assessments/surveys; • Costed bill of quantities (for major developments); and • Long term management plans The layout of the plot should incorporate features to reduce surface water run-off and allow for planting of trees, shrubs and hedges. Detailed building design information to be provided as part of planning applications: • Levels & sections; • Layout of floors and roof; • Treatment of elevations; • Details of materials, boundary treatments & building features including public art.
Supporting documents	SESplan and TAYplan Technical Papers.	Fife Forestry and Woodland Strategy; Fife Greenspace Strategy ; Fife LBAP; Fife Core Path Plan	Scottish Government: Designing Streets and Green Infrastructure: Design and Placemaking SCOTS National Road Development Guide Fife Local Development Plan Fife Greenspace Strategy (2010) Fife Core Path Plan Fife Greenspace Audit Area Greenspace Action Plans Fife LBAP

2.0 How to achieve good place design

This guidance will ensure good design is integrated into development proposals by setting out:

- what should be taken into account as part of the Design Process [Section 2.1];
- what information should be provided as part of the Site Appraisals [Section 2.2];
- what supporting design information should be provided for development proposals [Section 2.3];
- how Fife's planning policies that are relevant to design will be applied [Section 2.4]; and
- how we will evaluate the design quality of development proposals [Section 3.0].

2.1 The design process

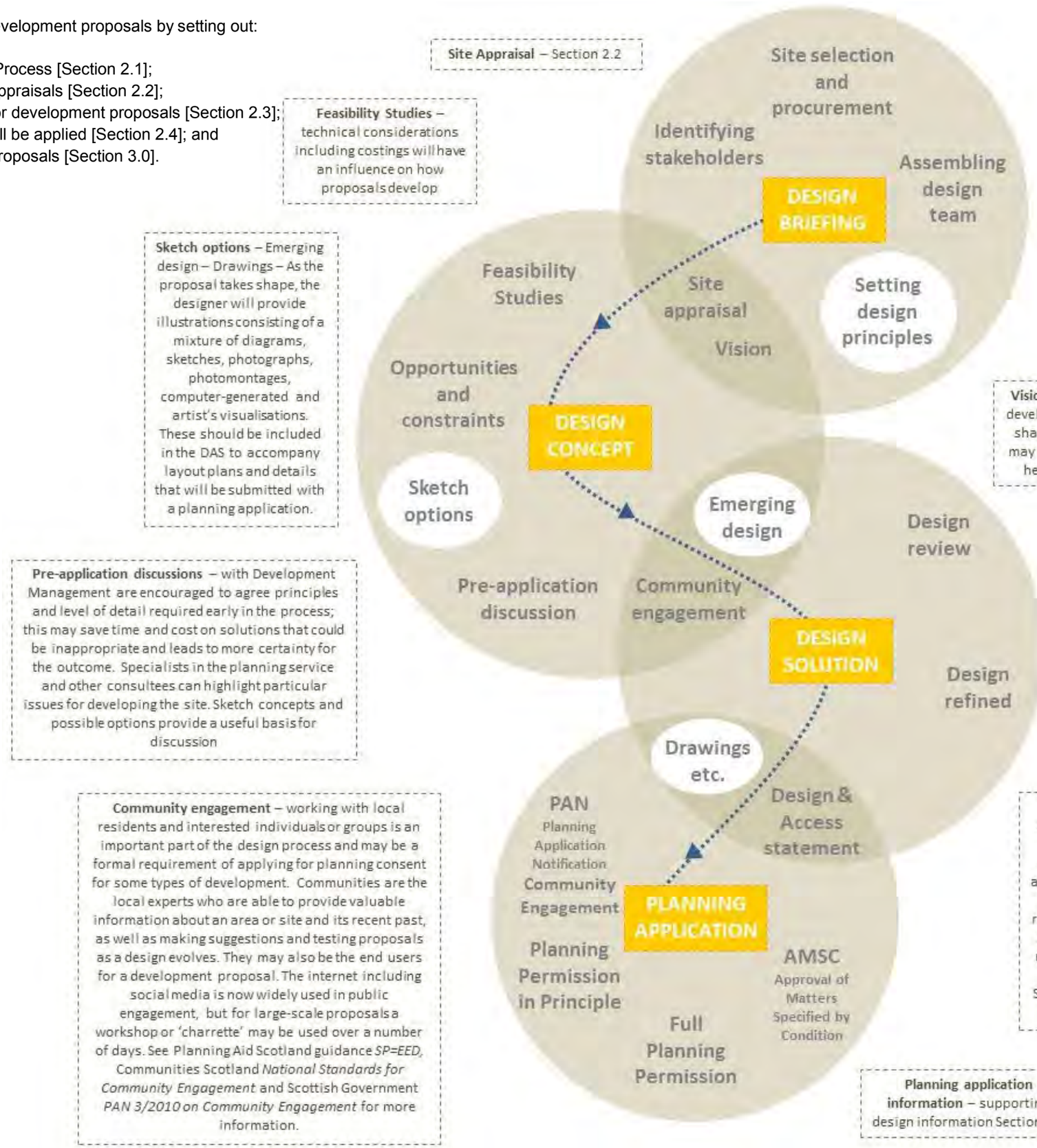
We encourage a **design-led approach** to developing proposals. This approach consistently focuses on achieving high quality design throughout the development of a proposal.

A design-led approach follows a number of stages from Design Briefing, through Design Concept, to Design Solution which may lead to a planning application. The general process is set out here. In practice many parts of the process overlap, and the design should be reviewed and tested a number of times as it evolves:

- Develop a **design brief** focused on outcomes – what are the non-negotiable elements that must be addressed, what is the proposal for?
- Work through **design concepts** based on site appraisal, other relevant studies, consultation with communities, the planning authority and other key stakeholders
- Finalise a **design solution** through review and consultation

"Design-led projects are often assumed to be more costly, focussed on unnecessary quality or more complex in construction. In fact, a good design-led project begins by fully considering the needs of users and future users, and employs innovation and careful judgment to deliver the best product within budget. This ensures that buildings are not only fit for purpose, but future-proof.

Scottish Government 'Review of Procurement in Construction' Oct 2013



Site Appraisal – Section 2.2

Feasibility Studies – technical considerations including costings will have an influence on how proposals develop

Sketch options – Emerging design – Drawings – As the proposal takes shape, the designer will provide illustrations consisting of a mixture of diagrams, sketches, photographs, photomontages, computer-generated and artist's visualisations. These should be included in the DAS to accompany layout plans and details that will be submitted with a planning application.

Pre-application discussions – with Development Management are encouraged to agree principles and level of detail required early in the process; this may save time and cost on solutions that could be inappropriate and leads to more certainty for the outcome. Specialists in the planning service and other consultees can highlight particular issues for developing the site. Sketch concepts and possible options provide a useful basis for discussion

Community engagement – working with local residents and interested individuals or groups is an important part of the design process and may be a formal requirement of applying for planning consent for some types of development. Communities are the local experts who are able to provide valuable information about an area or site and its recent past, as well as making suggestions and testing proposals as a design evolves. They may also be the end users for a development proposal. The internet including social media is now widely used in public engagement, but for large-scale proposals a workshop or 'charrette' may be used over a number of days. See Planning Aid Scotland guidance *SP=EED*, Communities Scotland *National Standards for Community Engagement* and Scottish Government *PAN 3/2010 on Community Engagement* for more information.

Assembling design team – members should have the relevant skills and experience for different aspects of a project eg public art consultant, community representatives

Setting Design Principles – Design will be influenced by policies, established principles and specific guidance [See Section 1.3 Table and 2.4 Fife's planning policies]

Vision –an image of what sort of place development seeks to create provides a shared goal for the project team. This may involve community engagement to help develop the vision for a place

Design review – should take place regularly through the design process to test and refine the proposal; sometimes by a panel of experts as well as by the client and designer

Design & Access statements – show how the designer has understood the context and why they have taken a particular approach to reach the design solution. Content depends on the nature of the proposal; it should comply with Scottish Government *PAN 68: Design Statements*

Planning application information – supporting design information Section 2.3

2.2 Site Appraisal

A thorough understanding of a site and its surroundings is fundamental to developing good design solutions.

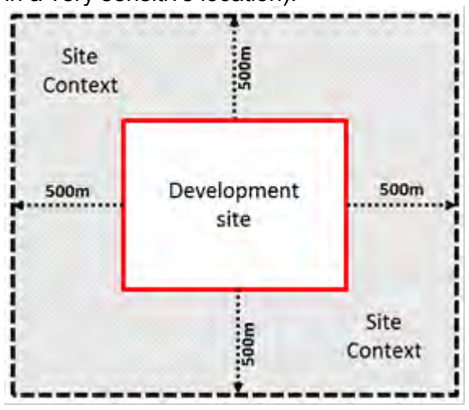
Fife Council expects planning applications to provide information on:

The context of the site:
This will:

- identify land ownership/ options boundaries beyond the site;
- establish the site's historical development and its relationship to place;
- ensure opportunities can be taken to connect to existing routes, neighbourhoods and green networks; and
- allow for infrastructure including energy generation to be planned effectively.

The context of a site is important and we want to see evidence that it has been taken into account in the design of development proposals.

We suggest that an area of approximately 500m from the boundary of the site should be considered, but this will depend on the site and the scale of the development. For small developments such as a single house it will be probably enough to consider a much closer context (unless the proposal is in a very sensitive location).



The site itself:
This will:

- identify any features on the site that can be integrated within the development proposal and connected into the wider neighbourhood networks; and
- identify any particular issues to be addressed.

We expect site appraisals to cover:
Site appraisal diagrams should be supplemented by photos and text and submitted to Fife Council to accompany proposals.
Desk studies should be combined with observations made on site during the day and in the evening.
The inclusion of an assessment of local community views on a site and its surrounding area is encouraged.

*There is additional guidance on carrying out detailed assessments of Natural Heritage, Trees, Landscape, and the Historic Environment and information on Fife's Green Networks in the Appendices.

The context of the site

Information about the **nature of the area** around the site

- The historical development of the area; cultural associations and significance (see Appendix C)*
- Analysis of the surrounding townscape character eg block size, street width, density, plot size, height, mass, proportions, vernacular features, windows & entrances, materials
- Landscape setting & topography, including landscape character & important views into & out of the site (see Appendix B)* NB landscape & visual assessment may extend appraisal to several kilometres, particularly for edge of settlement sites.
- Demographic and socio-economic information about people who live and work in the area and the people who will be using the development.

The **relationship** of the site to the area around it

- Location of the site
- Site relationship to settlement pattern & settlement edge at a range of scales
- Surrounding movement network, including character & hierarchy of streets, public transport network, route of core paths, cycleways, & active travel routes
- Location of local services [schools, shops, health] & other destinations, their walking distance from the site
- Surrounding land ownership boundaries, land uses & planning proposals
- Location & nature of existing green networks & open spaces [green & civic], and their walking distance from the site (see Appendix H)*
- Location and ecological quality of watercourses & water bodies
- Location of and potential impact on areas of habitat & species (see Appendix A)*
- Location of sites with built, natural & cultural heritage designations *

The nature of the site itself

History and character of the site:

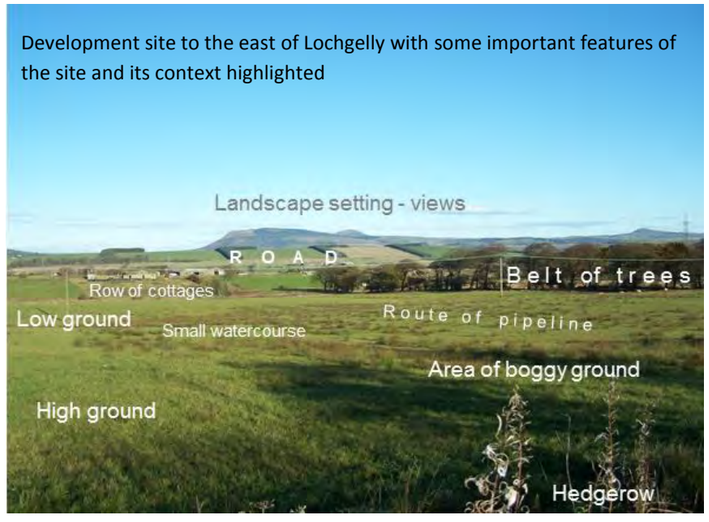
- History and previous uses of the site
- Important views out from & within the site;
- Landscape and townscape character assessment (see Appendices B and C)*

Physical features of the site:

- Orientation & prevailing wind; areas of exposure & shelter
- Physical features & topography including local landmarks, steep slopes, high & low points
- Natural features (Location and potential impact of the development): trees [including TPOs]; hedgerows; areas of habitat; & species [protected or otherwise] (see Appendices A and D)*
- Location and ecological quality of water courses, water bodies & areas at risk of flooding
- Built features of cultural or historical value; designated & non-designated, including archaeology, buildings, structures, active frontages, street furniture, lighting, & paving (see Appendix C)*
- Public & private, green & hard spaces
- Nature of site boundaries
- Environmental risks including contamination, subsidence, flood risk, noise, odour

Connections:

- Access & movement including points of entry for all types of vehicle [including waste removal & servicing] pedestrians and cyclists. Location of routes, paths & desire lines, rights of access, and opportunities to connect to existing paths and routes around the site.
- The potential to connect to and enhance green networks (see Appendix H)*
- Location of services & utilities



Assessing the context of a site

Assessing the features of a site

2.3 Supporting Design Information

To help us make an assessment of design issues we expect the following to be provided as part of the planning process:

2.3.1 for pre-application discussions we would **encourage** submission of the information listed for Planning Permission in Principle applications - this would allow officers to provide better advice on the proposal.

2.3.2 for applications for Planning Permission in Principle:

- a Site Appraisal (required by Policy 13)
- a Concept Plan or ideally a Development Framework
- a Design and Access Statement* (for major planning applications and prominent/sensitive sites e.g. conservation areas) outlining the broad approach to the design
- Draft elevations/layout plans are required for sites in: conservation areas; settings of listed buildings; and gardens and designed landscapes.

2.3.3 for applications for Full Planning Permission and for Approval of Matters Specified in Conditions:

- a Site Appraisal (required by Policy 13)
- a 'B-plan' [major planning applications]
- a Design and Access Statement* (for major planning applications and prominent/sensitive sites e.g. conservation areas) outlining the broad approach to the design
- building elevations, street elevations and sections showing the development in context - with 3D visualisations of key views for major planning applications and prominent/sensitive sites

If insufficient information is provided as part of a planning application it may lead to delays in determination or even a refusal of the application.

3D visualisation submitted as part of the planning application for a new museum in Dunfermline – this image clearly shows how the entrance to the building relates to the historic environment around it.

Source: Richard Murphy Architects

***Design and Access Statements should clearly identify which images used are representations of the development and which are provided as examples.**

The concept plan – establishes the key intentions that will guide the design of the detailed proposals. It should show:

- Existing site assets to be retained
- Access points, movement network & hierarchy
- Green space network & important spaces – its use, location, size and how it links and enhances existing green networks
- Important views
- General building locations & important building frontages

What is a B-plan?

A B-plan is a simple three colour-coded tool being promoted by Scottish Government. It is used to distinguish roads and paths, green infrastructure and buildings making it easier to assess how these elements relate to each other in a proposed layout and how they reflect (or otherwise), the pattern of the surrounding settlement.

- Buildings are red;
- Movement routes are yellow,
- Public Greenspaces are dark green; and
- Gardens or Private Greenspaces are pale green.

Images submitted as part of a planning application for new housing at West Burn Lane, St Andrews- these clearly show the context of the development and the relationship of the proposal to its surroundings
Source: Sutherland Hussey Architects

Detailed drawings – plans, elevations, sections and 3D Visualisations – they should show:

- The detailed design of the proposal indicating materials, elevational relief, massing, landscaping, levels
- The relationship of the proposal to its context (including street elevations)
- The proposal within its setting from different viewpoints

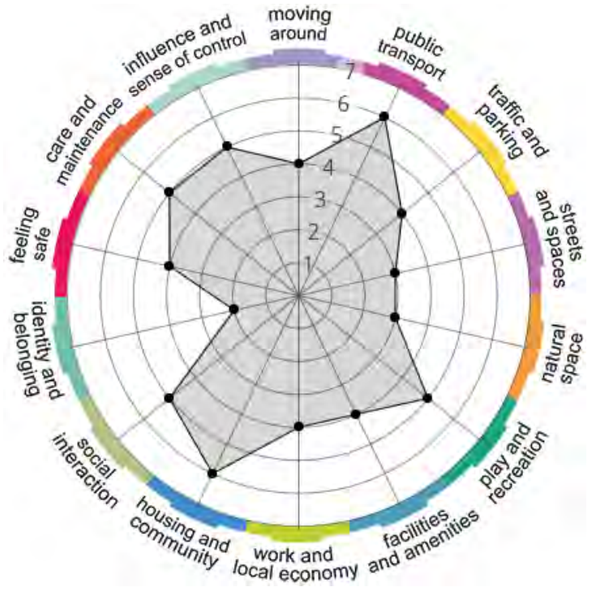
Other useful tools...

Designing Streets Toolbox

Scottish Government has developed the **Designing Streets Toolbox** to aid in the application of the Designing Streets policy. The **quality audit** tool includes a template which could be used to help demonstrate compliance with Designing Streets.

http://www.creatingplacesscotland.org/designing-streets

Place Standard – How Good Is Our Place?



Place Standard is an online tool which can be used to evaluate the quality of a place.

It is particularly useful for communities - helping them to capture an assessment of the place they live.

http://www.placestandard.scot/#/home

2.4 Fife's planning policies

FIFEplan includes a number of policies that are relevant to the design of places. This section gives guidance as to how these policies will be applied.

Policy 1- Development Principles

Policy1 requires new development to address its likely impacts on:

- The natural environment and resources
- Landscape
- The historic environment (including archaeology)
- Cultural and community resources

To avoid flooding…

And to provide:

- Onsite infrastructure
- Appropriate transport measures
- Green infrastructure
- Sustainable Urban Drainage systems (SUDS)
- Waste management facilities
- Energy conservation and generation measures

It also requires development to demonstrate that it meets the **6 qualities of successful places** and comply with any **design briefs** or **development frameworks** that apply to the site.


Natural resources - Glenrothes


Landscape setting - Freuchie


Historic environment - Dysart

Cultural/community resource - Pittenweem


Local centre – Woodside


Well established SUDS pond - Glenrothes


Energy saving measures - Dunfermline

Policy 3 – Infrastructure and Services

Policy 3 requires proposals to provide access and local transport routes, green infrastructure, SUDS, waste management, information technology infrastructure and low carbon measures – (only the elements relevant to this guidance are listed here)
Policy 3 also protects against the loss of valuable tourism/ local community facilities and open space.

Access and Local Transport

Policy 3 requires development proposals to provide safe routes to public transport, schools and community facilities. The site appraisal process (section 2.2) needs to establish where these services are located in relation to the development site. Development proposals need to demonstrate how all future users of the site will access those places safely – prioritising routes for pedestrians and cyclists, linking into existing roads and paths and incorporating natural traffic calming measures.

Scottish Governments ***Designing Streets*** provides the policy context for the design of movement routes through new development.

More detailed guidance and requirements for designing for transport in Fife is in Appendix G: Fife Council Transport Development Guidelines.


Balcomie Green, Crail

This recent development in Crail uses level surfaces, wide pavements and road narrowing to make the main access into the development a place primarily for people rather than vehicles.


Pathhead Primary school, Kirkcaldy

SUStrans have worked with the local community in Pathhead to develop safer streets around the primary school. They have narrowed the street and created level surfaces for pedestrians at crossing points. The addition of the dots highlights the crossing to drivers.


Port Brae, Kirkcaldy

Use of level surfaces and road narrowing make this street safe for people and part of a wider civic space at Port Brae, Kirkcaldy.


South Queeensferry

The streets in this new housing development in South Queensferry incorporate parking, a narrow vehicular carriageway and a zone in front of the buildings. Because all these elements are level the whole area is perceived as primarily for people encouraging slow traffic speeds

Green Infrastructure

Policy 3 requires housing developments to provide new green infrastructure to serve the residents of the development and in particular to provide any specific **green network priorites** as identified in FIFEplan on the proposals maps and in the settlement plans.
The guidance below sets out how this policy will be applied on a place based basis, taking into account any existing greenspaces, play areas and sports facilities that may serve the new development. This approach provides an opportunity to improve the quality of existing community assets that are located close to new development. For many development types (housing developments in particular) we will require part of the green infrastructure to be usable open space. This requirement is discussed in more detail below and table 1 on page 15 sets out how the scale of the open space requirement will be calculated.

Policy 3: Open Space Requirement

Open space is not the same as green infrastructure but does form part of the green infrastructure provision on a site.

Open space needs to be usable space. It will generally be green in character with a significant proportion of soft landscaping although it can include elements of hard landscaped public spaces such as squares and plazas or people friendly (very low traffic) streets and courts. Some elements of SUDS may also be included as part of the open space requirement if they are fully accessible (see page 12).

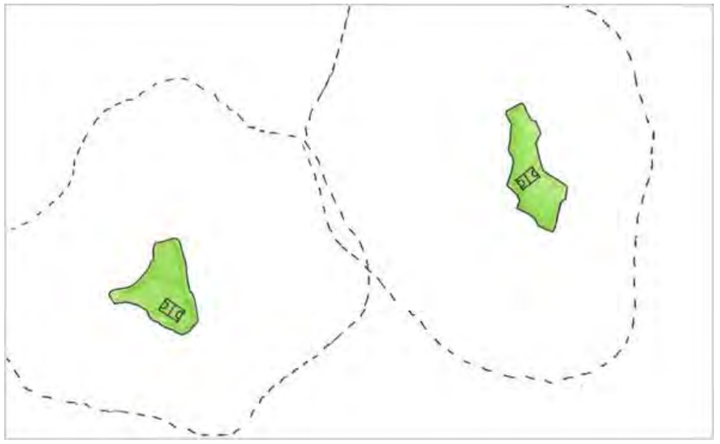
Open space is space designed for people to undertake recreational activity. This will generally be informal activity such as play, walking, sitting, picnics, communal gardening, social/community gatherings, informal sports and recreation.

Open spaces should have paths and routes passing through them but narrow, connecting greenways and corridors should not be included as part of the open space requirement. Amenity planting and structural landscaping would only be included as part of the open space if it is accessible for people to pass through it (such as paths through a woodland). Small areas of greenspace which have limited usage will not be included as part of the open space requirement.

In some cases (generally for very large developments) there will be a requirement for more formal sports and play facilities. There is more guidance on equipped play area requirements on page 13. Areas identified for formal or informal sport activity (such as a formal playing field or informal kick-a-bout area) will be expected to be level. Other areas of open space need to be accessible and useable but do not need to be level.

Provision of open space for large scale housing developments.
Large scale developments should provide a hierarchy of spaces from large park areas of over 4 hectares designed to serve the neighbourhood to smaller pockets of open space of half or quarter of a hectare designed to serve a very local need. The number and scale of the spaces required will depend on the local context and the size of the development proposed, but generally for larger developments there will be an expectation that larger areas of active open space are provided.

Hierarchy of Open Space provision:



Neighbourhood Parks (over 4 ha) – showing 500m walking distance for surrounding residents. Likely to include formal or informal areas for sports and equipped play areas. Access to a large area of open space (over 4ha) should be provided within 500m of a house.

Local Parks (over 0.2 ha) – showing 250m walking distance for surrounding residents. Access to smaller areas of open space (around 0.2Ha) should be provided within 250m of a house.

Local parks which are over 500m walking distance from an equipped play space may be required to provide play equipment. This will be determined on a case by case basis.

Pocket Parks (up to 0.2ha) – . these are small spaces which serve a very local need.

Play equipment will not be required in these areas, but seating and planting will be important and creating opportunities for informal play should be considered as part of the design.

Determining the open space requirement for new housing development
The open space requirement for **new housing development** will be determined by considering the:

- size of the development proposed;
- the distance of the development from existing open space and
- the quality of the route to walk to that open space.

1. The size of development proposed
New housing developments of over 10 residential units will be expected to provide 60m^2 of open space for each new dwelling. Table 1 shows how there may be some flexibility in this requirement for sites, or parts of sites, which are located near existing greenspaces.

2. The distance a person has to walk from their house to access greenspace
The Fife Greenspace Strategy looks for all residents in Fife to live within 250m of a 0.2 hectare area of open space. This distance is based upon a reasonable walking distance for an eight year old and will be used as a guide to determine whether a new development is required to provide on-site open space, or whether a contribution towards improving existing open space is more appropriate.

The consideration of distance to existing open spaces will be undertaken on a case by case basis and needs to be applied in a reasonable manner to meet the objective of the requirement (that people have easy access to good quality open spaces).

3. The quality and safety of the route a person has to take to access greenspace
The route to be walked from new development to existing open green space must be safe (easily overlooked), attractive, easy to navigate and have no major physical barriers such as busy roads. If this is not the case can the route be improved by environmental improvements and safety measures?

See table 1 (page 15) for more guidance on open space requirements for new housing.

Example:
New housing is **within 250m** of an existing open space along **safe and attractive** routes. A new open space may not be required to be provided on site but a contribution towards the upgrade of the existing open space will be

Example:
New housing is **over 400m** from an existing open space **along busy and isolated route**.
New open space will be required to be provided onsite.

Determining the open space requirement for other developments

For developments other than housing the requirement for open space will be assessed on a case by case basis taking into account the nature of the proposed development and its location (see table 1 page 15).

Uses of new green infrastructure

Green infrastructure needs to be designed to provide more than one function.

Fife Council will be looking for planning submissions to include an assessment of the different functions that proposed new green infrastructure will provide.
Copies of the table below are available in Appendix E

Functions of green infrastructure	New green infrastructure proposed through this development provides: Major provision	Some provision	No provision
Active travel routes	✓	✓	×
Opportunities for play	✓	✓	×
Biodiversity	✓	✓	×
Sport and recreation	✓	✓	×
Landscape setting	✓	✓	×
Drainage and flood alleviation	✓	✓	×
Community focus	✓	✓	×
Food production	✓	✓	×
Enterprise opportunities	✓	✓	×

Alternative ways of meeting the open space requirement on a development site…

Designing Streets has established that new developments should contain **high place function streets**. These streets are designed to promote safe pedestrian use and typically allow children to play in safety. Part of the open space requirement **could** be met by providing a combination of multifunctional green space(s) and 'high place function' streets. Fife Council Urban Design, Transport and Greenspace officers will need to agree whether the design of a street is considered to have a high place function before it will be considered to meet part of the open space requirement. These streets will be expected to incorporate elements of green infrastructure if they are to be considered as part of the open space requirement.

In addition **SUDS** which are publicly accessible may be considered to provide part of the open space requirement for a development. Fife Council Transportation, Urban Design and Greenspace officers will need to agree whether the design of the SUDS is considered to be publicly accessible before it will be considered to meet part of the open space requirement.

High quality streetscape in Culross makes this a place that is designed to be safe and attractive for people although it also functions well for vehicles.

SUDS in Upton, Northampton designed so they are an integral part of the greenspace for the new housing development and add interesting opportunities for play

Maintenance of green infrastructure
The long term survival of green infrastructure is dependent on stewardship. This includes land owner management and community support.

Land owner management

All new green infrastructure must be maintained either by the developer (or a factor on their behalf) or be conveyed to Fife Council for adoption and maintenance. Fife Council will only adopt spaces on payment to the Council of a lump sum equivalent to a minimum of 25 years' maintenance costs, agreed, where necessary by binding agreement prior to the granting of planning permission.

As part of a planning application the developer will be required to submit information to Fife Council that clearly sets out the open space maintenance regimes of the factor and the information supplied to home owners.

Financial bond

Fife Council may require a financial bond to be paid for new green infrastructure in developments over 50 houses and there may also be a requirement for other types of development. This is to ensure that public open space is in a good state to be maintained by the residents' factor once the development has been completed. Any requirement for a financial bond will be determined on a case by case basis.

Procedure
1 The developer will be required to submit site plans identifying public open space, and bills of quantities. Public open space includes planting, grass areas, play areas, fencing, non-adoptable paths and paving, bins, seats, public art. For the purpose of this procedure SUDS and adoptable paths and roads are not classed as public open spaces.

2 The developer and the Council will agree a construction cost worked out through the drawings and bill of quantities.

3 The developer will be required to submit a financial bond to the council to cover the full cost of the construction works.

4 The developer will notify the council that the construction of the public open space is complete. Fife Council officers will inspect the works within 8 weeks. If the works are to an acceptable standard for maintenance by the residents' factor, the Council will agree that the bond can be released.

Community support

Post-construction, community support will contribute to ensuring the long term quality and management of spaces. This can start with factors giving new home owners information on management of the area. Long term engagement with residents and residents' associations and their involvement in the design and development of new spaces can help to give residents a sense of ownership over the greenspaces in their area. This can encourage them to become involved in the management of the spaces.

Residents and community groups can enter Beautiful Scotland 'it's your neighbourhood' campaign or the Beautiful Fife campaign. Community involvement can lead to greenspaces being awarded Green Flag status which recognises the best quality greenspaces throughout the UK.

Providing Community Facilities
This document just provides guidance on any requirement for community facilities as part of green infrastructure such as equipped play areas, sports facilities or areas for food cultivation. Other requirements may apply.

Requirement for specific facilities as part of green infrastructure

Larger developments may be required to provide some greenspace that performs a particular function such as equipped play areas, sports facilities or areas for food cultivation. The requirement for particular facilities to be provided on site will depend on priorities identified for that area and access to existing assets and will be determined on a site by site basis. Developers should consult Fife Council Planning with regard to the need to provide specific facilities on site.

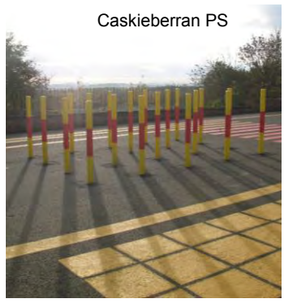
Equipped play areas:
Table 1 (page 15) sets out when local equipped play areas may be required.

A local equipped play area should be located within a community greenspace and designed to be inclusive and accessible for all. It should not be fenced off and should have bins and benches provided. Play areas should be designed to accommodate all age groups and to encourage natural play incorporating areas of planting, places for socialising and space to run around, kick a ball etc. The Royal Society for the Prevention of Accidents (ROSPA) has guidance on providing for accessible play which includes some basic design points to take into account. www.rospa.com/play-safety/services/dda

Equipped play areas should be welcoming and include equipment for all age groups that caters for three main activities, **swinging**, **spinning** and **climbing**.

Developments with over 500 houses (more than 500m from existing equipped play areas) will be required to provide larger play areas (or more than one play area). These would still be considered local play areas but would be expected to have more equipment, more planting etc.


St Patrick's PS


Caskieberran PS


Foulford PS


Dysart PS


Dunearn Nursery + PS

Some simple interventions (paint, blocks, tubes, sticks, rocks) in Fife Primary Schools provide inspiring play spaces. Photos: Urbanpioneers


Lochore Meadows (Photo: Urbanpioneers)


Lochore Meadows (Photo: Urbanpioneers)


Ravenscraig Park, Kirkcaldy

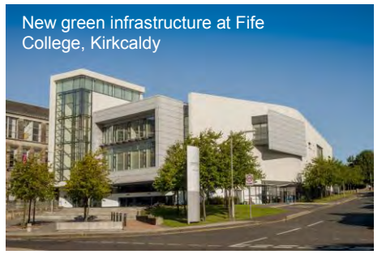

Burntisland Links

Interesting playspaces encourage activity, social interaction and provide vitality in our greenspaces.

Designing new green infrastructure

Existing features, such as trees, hedgerows, watercourses and built features (walls, steps, buildings), topography and views (into, out and within the site) should be retained where possible and incorporated into new areas of green infrastructure (open space, streets, gardens etc.). This will benefit the quality of new spaces, increase habitats for wildlife, create distinctive developments, aid navigation and create interesting environments for play and leisure activities.

The guidance in section 3.1: Meeting the qualities of a successful place, sets out how Fife Council will assess the quality of new green infrastructure. There is guidance above on the maintenance and stewardship of open space.


New green infrastructure at Fife College, Kirkcaldy


High Street, Dunfermline
Temporary green infrastructure


High quality green infrastructure
Donibristle Gardens Dalgety Bay

New open spaces should be designed to encourage activity with paths, benches and opportunities for play (although public access may not be appropriate for some areas of habitat);

Planting
The design and specification of planting should respond to the form and function of the space and provide interest in all seasons. Trees and plants specified must be appropriate to their location so that they do not become problems in the future. The use of native species is widely encouraged, although more ornamental planting may be appropriate in a more formal or urban setting.

Lighting
Lighting should be used to enhance the use, attractiveness and safety of green infrastructure features but lighting strategies must consider the impact on wildlife and the possibility of light pollution.

Maintenance
The design of green infrastructure and selection of materials must consider the resources required for future maintenance. Maintenance regimes for green infrastructure should allow for less managed areas to be created, for instance leaving 3-5m strips of longer grass either side of hedgerows or leaving grassy margins at the edge of woodland.


Planting with varied forms and shapes at Dunfermline Glen provide interest all year round.

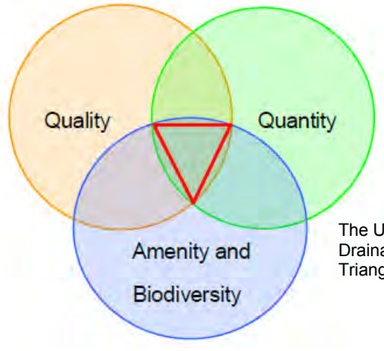

Creative lighting of the Haugh Park and bandstand in Cupar creates an attractive space with safe routes at night.


Area of wildflowers and long grass in Riverside Park Glenrothes

SUDS

Policy 3 requires new development to provide a suitable sustainable drainage system to manage surface water.

SUDS for Roads (2010) sets out the three-way urban drainage triangle - this promotes the management of surface water runoff so that it minimises the impacts of development on the quality and quantity of road runoff, whilst **maximising amenity and biodiversity opportunities**.



The Urban Drainage Triangle

Maximising amenity and biodiversity

SUDS should be designed within the context of an overall landscape plan to reinforce local landscape character and work with existing hydrology and habitats.

Ponds and wetlands provide the best opportunities for enhancing biodiversity whilst grassed elements such as swales and filter strips can be integrated into the general landscape and can be used to create green corridors linking to wildlife corridors elsewhere.

Open water should be designed to allow public access with minimum risk.

Well designed and well maintained SUDS will help to provide an attractive setting for new developments.

More detailed information about the design and construction of SUDS is provided by Scottish Water in Sewers for Scotland 2nd Edition (SFS2).


New SUDS pond
Riverside Park Glenrothes

From February 2017 Fife Council will require detailed information on Flood Risk/SuDS to be submitted as part of planning applications before they will be validated. There is additional guidance on the SuDS available on fifedirect:
http://publications.1fife.org.uk/uploadfiles/publications/c64_SuDSGuidanceFinalNov2016.pdf

Waste Management

Household waste storage
Fife has a **4 bin waste collection system** – this means that most households have **4 wheelie bins** to store.
The storage of household waste needs to be carefully planned for - it must:

- Be easy for householders to access and put out for kerbside collection; and
- Not become a dominant and unsightly feature of the public realm.

Flatted developments may be able to use 1250 litre bins shared between flats subject to agreement with the relevant Operations Manager.

Commercial Waste storage
Fife Councils recycling targets mean that commercial properties will have a number of large bins that they need to store. As for household waste – these need careful planning so they are easy to access and collect and are not unsightly elements within the public realm.

More details on waste storage, recycling and serving provision is available in Appendix G: Fife Council Transport Development Guidelines.

Minimising waste in construction
The design of new development should work with the topography of the site to reduce the need for cut and fill and the movement of materials.


Discrete bin storage reduces the impact of waste storage even on collection day – Pathhead, Kirkcaldy


Wheelie bins screened by planting - Falkland


Bin stores and parking dominate the street in this recent development in Fife – the bin stores provided are too small to accommodate the 4 wheelie bins that are used in Fife.

Using longer bin stores (which could take all 4 bins) and putting doors on the front would have reduced the impact of the bins on the public realm whilst still being easy and convenient for householders to use.

Table 1: How planning obligations toward green infrastructure and open space will be assessed.

Note: the **Open Space** referred to in the table must be usable open space and can accommodate informal activities such as play, walking, sitting, picnics, communal gardening, informal sports and recreation and (if required) may include more formal sports or play facilities. Developers should refer to pages 10-11 for guidance on meeting the open space provision.

Is your development:	Green Infrastructure requirements	How the requirement will be assessed Note: All planning obligation requirements will be tested against the necessity test set out in Circular 3/2012			Financial bond requirement
For up to 9 residential units?	No open space required onsite. No offsite contribution required. Some form of green infrastructure should be provided on site.	N/A			N/A
For between 10 and 49 residential units?	Provision or contribution towards open space is required either on or off site. Some form of green infrastructure should be provided on site.	Is the site within 250m walkable distance of an existing open space (as identified in the Fife Greenspace Audit) or a green network? And Is the route to be walked safe and attractive?	No	$60m^2$ of open space to be provided on site per residential unit	Financial bond may be required
			Yes	No additional open space will be required onsite – the requirement can be met through a contribution to the upgrade of existing open space or green network required. Level of contribution to be based on the priorities and recommendations in the Fife Greenspace Strategy and the green network opportunities.	
For 50+ residential units?	Provision of open space required onsite. Contribution to off -site active greenspace may be appropriate in some cases – this will be determined on the walking distance from individual units to existing areas of open space (as identified in the Fife Greenspace Audit). Some form of green infrastructure should be provided on site.	Is the residential unit within 250m walkable distance of an existing open space? And Is the route to be walked safe and attractive?	No	Each residential unit which is further than 250m from an existing open space will need to provide $60m^2$ of open space on site. Equipped play areas* and/or other specific facilities may be required on site.	Financial bond may be required
			Yes	For these residential units the developer could choose to contribute to the upgrade of existing open space or green network required rather than provide $60m^2$ of open space onsite. The level of contribution to be based on the priorities and recommendations in the Fife Greenspace Strategy and the green network opportunities. Equipped play areas* and/or other specific facilities may be required on site.	Financial bond may be required
For 200+ residential units		Is the residential development within 500m walkable distance of an existing equipped play park?	No	Equipped play area* will be required on site	
			Yes	Generally new housing which is within 500m walking distance of an existing equipped play area will not be required to provide these facilities onsite (dependant on the quality of the route). However, financial contributions will be required to upgrade existing facilities that will be used by the residents of the new development.	
Not for residential units?	Provision of open space and contribution to the enhancement of green networks will be assessed on a site by site basis. The provision of green infrastructure is encouraged as part of all new development.	The nature of the requirement will be based on the priorities and recommendations in the Fife Greenspace Strategy and the green network opportunities. The requirement may be onsite provision or an off-site contribution			Financial bond may be required
Resulting in a loss of open space or part of a green network?	Provision of open space and contribution to the enhancement of green networks will be assessed on a site by site basis. The provision of green infrastructure is encouraged as part of all new development.	The nature of the requirement will be based on the priorities and recommendations in the Fife Greenspace Strategy and the green network opportunities. The requirement may be onsite provision or an off-site contribution			Financial bond may be required

* See page 13 for guidance on the design of equipped play areas

Policy 4 – Planning Obligations

Policy 4 requires development to make contributions to mitigate its impact. Mitigation may include the provision of infrastructure (including community infrastructure) and in some cases may require provision of **public art**.

Public Art

Public art is about creative activity that takes place in public spaces.
Public art may:

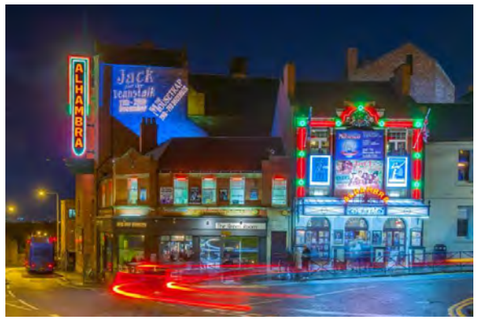
- help to reveal or improve existing features of a local place;
- refer to our heritage or celebrate the future;
- be conceptual or highlight a specific issue;
- lead to a temporary performance, event or installation, or to a permanent product;
- engage a range of senses including smell and touch;
- extend the fine arts such as painting or sculpture, or use applied art and design;
- feature architectural craftwork or bespoke street furniture;
- extend landscape design into land art, planting or paving schemes;
- relate to site infrastructure such as bridge design or Sustainable Urban Drainage features;
- use technology to project sound, light or images.

Public art is always commissioned for a particular site and must be relevant to the context of that location and to its audience - the public or community who occupy, use or see into that space.

The main objective of public art is to enhance the quality of a place, so it must be an integral part of the design process for the overall development and considered from the outset. It is closely related to urban design in the consideration of issues and design principles. In this way incorporating public art will help to create **distinctive places**.

The **requirement** for public art to be provided as part of new development will be determined on a site by site basis using the process set out in the Planning Obligations Supplementary Guidance.
Further details on the approach Fife Council expects developers to follow when planning and implementing a public art project are in Appendix F.

Public art in Fife



Feature lighting at the Alhambra, Dunfermline, creates a landmark at night


Sculpture along the Forth at Dysart uses colours from the wider landscape and constantly changes with the light


Bike stands at the Michael Woods Sports and Leisure Centre, Glenrothes


Modern decorative gates at Dunfermline Abbey


Public art at a landscape scale – restoration of St Ninians coal mine


Memorial statue of a miner in Kelty relates directly to the local history


Planters made from painted bicycles in Pittenweem - a temporary and cost effective way to brighten the street scene


Writing on new steps at Free School Lane in Dunfermline provides a link to the history of the area

Policy 7: Development in the Countryside and Policy 8: Housing in the Countryside

Any development in the countryside must not result in an overall reduction in landscape and environmental qualities of the area. Appendices A, B and D provide guidance on assessing natural heritage, landscape and trees.

Policy 7 and 8 only support development in the countryside if it meets certain criteria.

Some of these criteria relate to existing buildings on a site and their architectural merit and/or the better quality of replacement building(s) over existing building(s) on a site.

The policies also support the rehabilitation and/or conversion of existing buildings with traditional long life construction.

Appendix C provides guidance on assessing historic environments – this should be used to help determine the architectural/cultural merit of existing buildings.

The questions in the evaluation framework (section 3.2) will be used to establish the quality of any proposed development.

Countryside Developments in Fife


Pillars of Hercules Café building in Falkland Estate – the use of locally sourced rough timbers and green roof root this building in its landscape setting.


Commercial building in the countryside.- The Morris building nr St Andrews (Photo: St Andrews Links Trust) – the shape of the green roof helps to lessen the impact of this fairly substantial building on its coastal setting.


Kilmundy Steadings near Burntisland - This sensitive conversion and extension of traditional stone buildings uses a muted palette of colours and materials and breaks the mass of the buildings into small units. The development sits below the ridge line of the hill as it is viewed from below.

The key design issue that needs to be addressed by new development in the countryside is the visual impact in the landscape

Policy 11 - Low Carbon Fife

Policy 11 requires proposals to demonstrate that:

- they meet the CO_2 emissions reduction targets which apply at the time;
- their construction materials are from local or sustainable sources;
- water conservation measures and SUDs are in place (see guidance for Policy 4); and
- facilities are provided for recycling waste (see guidance for Policy 4).

Section 3.1 on Resource Efficient development provides additional guidance on these elements.

Encouraging the use of sustainable transport

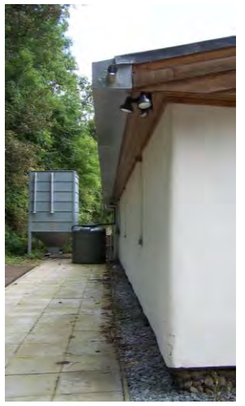
Policy 11 also requires development to encourage and facilitate the use of sustainable transport. This can be achieved by ensuring that good pedestrian and cycle connections are established which are direct, safe and well maintained; and which link to places that people want to get to and places where people can access public transport. We now require many types of new development to provide **electric vehicle recharging points,** at a rate of 1 point per 50 car parking spaces, to encourage the further adoption of low carbon vehicles (see Appendix G page 25).

Low Carbon Energy schemes

Fife Council needs to be satisfied that proposals for energy generation schemes do not cause an unacceptable impact on landscape character, the character of built heritage assets and afforested areas. Appendices A, B, C and D provide guidance on assessing natural heritage, landscape, built heritage and tree assets. Detailed consideration for low carbon energy schemes will be provided in the **Low Carbon Fife Supplementary Guidance**.

Low carbon building - Tullis Russell Tree Centre, Glenrothes

Solar panels are incorporated as balustrading and provide heat and hot water



Rainwater is collected and reused in the building for flushing toilets

Construction materials include:
Demolition materials reused as aggregate and in gabions; FSC certified timber; and Lime coated straw and paper bales.

Policy 12 – Flooding and the Water Environment

Development proposals must demonstrate that they:

- will not increase flooding or flood risk (on the site or elsewhere) from all potential sources;
- will not reduce the function of a flood plan for water conveyance and storage; and
- will not have a detrimental impact on water quality and the water environment.

Flood Risk Assessments

SEPA provides detailed guidance on what should be covered by Flood Risk Assessments (Technical Flood Risk Assessment for Stakeholders) – this guidance is available at:
http://www.sepa.org.uk/planning/flood_risk/developers.aspx

Flooding resilient construction materials

Scottish Governments *PAN69: Planning and Building Standards Advice on Flooding* contains information on flooding resilient and resistant construction materials: http://www.scotland.gov.uk/Publications/2004/08/19805/41597

Water Quality

The overall goal of the River Basin Management Plan for Scotland (which covers Fife) is for 98% of all water bodies to be in good or better ecological condition by 2027. Policy 12 requires planning applications to show how they have taken the River Basin Management Plan into account. Site appraisals need to consider the **ecological quality** of any water bodies and ground water on and around the development site - this information is available on the SEPA website http://map.sepa.org.uk/rbmp/ (see section 2.2 and Appendix A for further information on site appraisals).
New development proposals should protect and enhance the ecological quality of water bodies and ground water on and around the site – environmental enhancements might include:

- restoring the morphology (i.e. the condition of the banks, bed and shore) of the water environment;
- removing barriers to fish migration; and
- controlling invasive non-native species.

Buffer strips

Buffer strips need to be provided around areas of still water and on either side of watercourses or ditches. For sites identified as proposals in FIFEplan there may be information on the requirement and appropriate width of a buffer strip as part of the development requirements or green network priorities. For other sites a minimum 10m buffer should be provided around or on either side of watercourses which are over 1m wide, and a minimum 6m buffer should be provided either side of watercourses which are less than 1m wide.
These buffer strips provide opportunities to enhance the ecological quality of the water body and biodiversity and should be designed to form an integral part of green networks on and around the site.

Image; Lothians and Fife Green Network Partnership

Lyne Burn – Dunfermline

The second image shows proposals to de-canalise the burn as it passes through Rex Park and provide habitat enhancements. This work will also improve the attractiveness of the park.

Policy 13 – Natural Environment and Access

Policy 13 looks to protect and enhance natural heritage and access assets (including green networks) and expects satisfactory mitigation measures to be put in place if development results in unavoidable adverse impacts.

Protecting existing natural heritage assets and enhancing biodiversity are fundamental principles when considering green infrastructure. Fife Council has statutory responsibilities in terms of protected species and habitats that may be found to be present on the sites which could impact on the design of development. Where new development cannot avoid the loss of an existing habitat new green infrastructure must be designed to satisfactorily mitigate this loss and ensure that habitat and habitat linkages are maintained. FIFEplan includes maps showing green network assets and opportunities and green network priorities for development proposals. There is more information on green networks in Appendix H.


Woods. Kirkcaldy


Barrel Brig nr Thornton


Red Squirrel (Photo: Jim Wilson)

Site Appraisals
Policy 13 requires development proposals to assess the potential impact of the proposal on natural heritage assets. These assessments should follow the site appraisal process set out in section 2.2. There is more detailed guidance on natural heritage and biodiversity, tree and landscape assessments in Appendices A, B and D.
All detailed assessments and studies must be undertaken by a suitably qualified professional.

Natural Heritage assets should be protected/separated from development with a suitable buffer, for example 6m either side of a watercourse less than 1m wide (wider watercourses would need a wider buffer) and 10m adjacent to habitat such as woodland. Garden ground and formal landscaping will not be included as part of a buffer zone.

Street Design, new green infrastructure and water management systems should be designed to enhance the natural green (and blue) infrastructure of the site, creating an integrated network of habitats, providing wildlife corridors and enhancing biodiversity.

What do we mean by Enhancing Biodiversity?

Enhancing biodiversity means increasing biodiversity, restoring degraded habitats or establishing new habitats and features which will support wildlife, create larger stable habitat areas and habitat networks for species. (This is in addition to the retention of existing natural heritage features on a site and any mitigation or compensation requirements.) Long term management and maintenance must be considered and secured.

Examples of enhancing biodiversity could include:

- Creating new areas of habitat, ideally enlarging existing habitat areas and creating connectivity/ecological corridors between areas. Woodland, wetland, wildflower meadows etc.
- Creating buffer strips along field edges, hedgerows, watercourses and woodland/tree belts.
- Using native species of native provenance for landscaping.
- Installing green roofs, rain gardens and street trees.
- Installing groups of swift bricks and bat bricks in suitable buildings.


Bat bricks – incorporated into brick walls – can be retrofitted. Images - www.habibat.co.uk


Buffer strip incorporating native species along Western Avenue, Glenrothes

Access
Policy 13 safeguards core paths, cycleways, bridleways, existing rights of way and established footpaths. This means that these routes need to be kept open and free from obstruction by new development. The site appraisal process needs to identify all existing pedestrian, cycle and brideway routes on and around the development site.

New development must integrate and enhance existing routes and ensure that all routes are attractive, safe, and well maintained. New pedestrian and cycle routes need to be accessible and provide direct links to places people want to go (such as schools. shops, greenspaces etc.)

Development also needs to provide opportunities for future connections to be made beyond the edge of the current site.


Opportunities have been left for future development to connect through to this housing at Monksmoss, Ladybank

Trees
Where large semi-mature/mature trees are present on and adjacent to a development site, distances greater than the British Standard will be expected and no new buildings or gardens should be built within the falling distance of the tree at its final canopy height.

Woodland planting and individual trees should be planted in accordance with British Standards BS 5837:2012 *Trees in relation to design, demolition and construction*..

See the guidance on tree assessments in Appendix D.


Letham Glen, Leven

Woodland and individual trees are characteristic of Fife's landscapes but are often threatened by development coming too close.


Public Park, Dunfermline

Mature trees provide benefits for people's quality of life as well as for biodiversity and landscape setting.


Grieve Court, Glenrothes

New tree planting in front gardens or along streets will provide an attractive avenue over time.

Protection of existing soils during construction
Careful handling, storage and replacement of site soils will be important for the successful implementation of proposed landscaping and SUDS. All such work should be undertaken in accordance with the *DEFRA Construction Code of Practice for the Sustainable Use of Soils on Development Sites*

Policy 14 – Built and Historic Environment

Policy 14 requires an understanding of the site and its context to be demonstrated by the provision of a site appraisal as set out in section 2.2, and supports development that meets the 6 qualities of successful places.
Section 3.1 describes what Fife Council expects development proposals to address under each of the qualities and section 3.2 sets out a framework of questions that will be used to evaluate if a proposal meets the 6 qualities.

Policy 14 aims to protect, preserve and enhance the historic environment and expects appropriate mitigation measures to be put in place if development results in adverse impacts

Assessment of historic environments
Policy 14 only supports development proposals which have no adverse impact on the historic environment. In order to demonstrate the potential impact of the proposal on the historic environment has been fully considered, developers should follow the detailed guidance on assessing the historic environment in Appendix C in addition to the site appraisal process.

Development in historic environments.

The built environment has been adapted over time to meet changing needs. Protecting the historic environment is not about preventing change but ensuring that changes are appropriate to their location. Sustainable management of the historic environment should be based on an appraisal (of the significance of a building or monument) or a Conservation Area appraisal. These appraisals will identify key characteristics and establish the degree to which change can take place without detrimentally affecting the character of the place. An appraisal should also identify opportunities for enhancement.
Historic Environment Scotland has produced guidance for designers working in historic environments: *New Design in Historic Settings* which sets out some key principles for new design in historic settings.

In order to maintain quality whilst accommodating change the following key design principles for new development in historic environments need to be taken into account when planning new development:
a. Proper repair and maintenance of the historic environment is generally the most sustainable course of action;
b. Any proposed alteration or change of use, should be appropriate and follow best conservation practice;
c. Use of appropriate traditional materials and construction methods is important to retain the historic character and to avoid detrimental impacts on historic buildings;
d. Be sensitive to historic character and attain high standards in design and construction.

Byre Theatre, St Andrews – The careful design of the front elevation helps to mitigate against the bulk and height of the building.
The roof line and red panties of the adjacent building are carried across the frontage of the theatre - carefully knitting the building into the existing fabric of the street. The bulk of the building is set back from the front elevation and clad in dark wood, reducing its impact on the more domestic scale of the street.

Riggs Garden Project, Kirkcaldy - a contemporary public space developed within a historic garden behind the Merchants House.

New house built within Aberdour conservation area incorporates traditional detailing and materials applied in a contemporary way.

Small infill housing development at Nicolson Court, Cupar - An existing stone building is incorporated into the design of the development to form the first gable. The rest of the development is very modern in design but the scale and massing of the front elevation echoes that of adjacent villas and re interprets the narrow gables and vertical bays that feature along this road.

The key design issues that need to be addressed are the impact of new development on the setting and character of historic environments; protecting the fabric and features of architectural and historic interest; and the quality of materials and detailing.

Listed Building Consent

Listed Buildings are buildings or other structures of special architectural or historic interest. The list is compiled by Historic Environment Scotland. Listing covers both the interior and the exterior of a building.
The listing of a building does not prevent changes being made to it, but consideration must be given to preserving the character of the building. This means you will need Listed Building Consent from Fife Council if you wish to alter, extend or demolish a listed building.

More information on listed buildings is available on:

- Fife Council's website – www.fifedirect.org.uk; and
- Historic Environment Scotland's website https://www.historicenvironment.scot/advice-and-support/listing-scheduling-and-designations/listed-buildings/

Modern infill development adjoining a listed building within a conservation area in North Street, St Andrews. The existing buildings are clearly distinguishable from the modern additions.

Sensitive conversion of listed Hunter Hospital buildings in Kirkcaldy into flats and care home. Retains and preserves the integrity of the listed building.

The conversion of Abbey Farm steading at Balmerino saved it from dereliction. The conversion mainly uses existing openings, traditional details and features.

Modern conversion of the listed Cardy Works in Lower Largo into a private house – restrained, sensitive detailing and careful use of materials means the original building remains clearly identifiable and dominant whilst managing to incorporate some very modern spaces and architectural detailing.

Scheduled Monuments Consent (SMC)

A scheduled monument is a monument of national importance that Scottish Ministers have given legal protection under the Ancient Monuments and Archaeological Areas Act 1979.

Most works on scheduled monuments require **scheduled monument consent**, which is the written consent of Historic Environment Scotland.

Works requiring scheduled monument consent are defined as anything resulting in the demolition or destruction of a scheduled monument, any works for the purpose of removing or repairing a monument or making alterations or additions, or any flooding or tipping operations.

Detailed guidance on the Scheduled Monuments Consent process is available on the Historic Environment Scotland website:
https://www.historicenvironment.scot/advice-and-support/listing-scheduling-and-designations/scheduled-monuments/scheduling-process/ Examples showing the range of Scheduled Monuments in Fife:

Culross Palace

St Andrews Cathedral

Standing stones at Lundin Links

Crop marks showing a pre-historic settlement at Southfield nr Leuchars

Maiden castle – Lomond Hills

Remains of coal mining and salt pan industries on Preston Island

Mercat cross - Inverkeithing

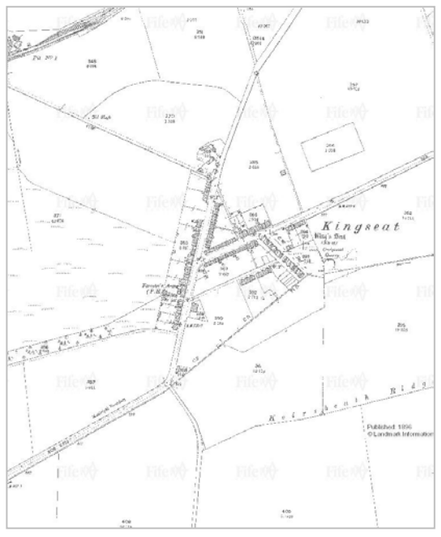
Cave carving - Wemyss

Other sources of historical information:

- National Library Of Scotland maps
- Old and New statistical accounts
- Gazetteer of Scotland
- Historic Environment Scotland and Canmore
- Local archives at libraries and museums
- Scotland's Historic Land Use Map – http://hla.rcahms.gov.uk/

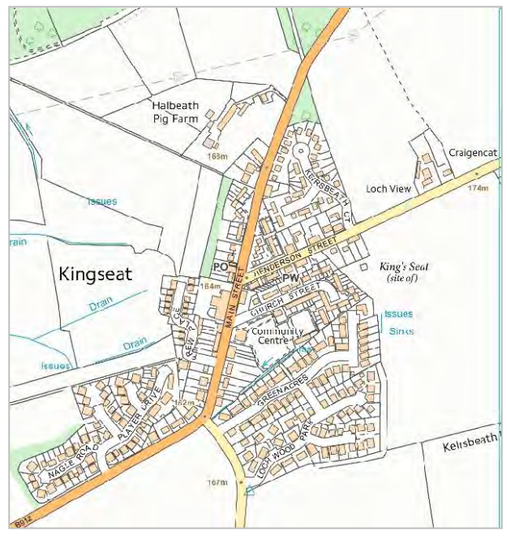
Historical mapping of Kingseat

Kingseat 1856



Kingseat 1896

Kingseat 1989



Kingseat 2014

Forth Bridge World Heritage Site

As part of the designation of the Forth Bridge as a UNESCO World Heritage site the surrounding Local Authorities are committed to conserving the property and its wider setting. The Forth Bridge World Heritage Management Group have identified ten specific viewpoints whose viewsheds require protection. Four of these viewpoints are within Fife.

Appendix I: *The Forth Bridge World Heritage Site: Key Viewpoints* document sets out the viewpoints that should be protected. Any development proposed within the 4 Fife view cones described in appendix I will be required to provide high quality visual representations showing the impact of their proposal from the associated viewpoint*. If the development includes proposals for significant external lighting representations of the views at night must also be included.

The most important elements to be taken into account when considering the impact of a proposed development on the setting of the bridge form a particular viewpoint are:

- Does the proposal cut across the view of the Forth Bridge at any point?
- Does the proposal create a significant negative visual impact on the setting of the bridge?
- Does light generated by the proposal negatively impact on the view of the bridge at night?

Consideration also needs to be given to the impact of the proposals on views from neighbouring authorities.

Fife Council would encourage pre-application discussions for any development which falls within the four view cones. Fife Council would also resist applications for Planning Permission in Principle in these areas as they would not in general provide sufficient detail for an informed decision to be taken.

*If it is clear that the proposal will not have any impact on views of the bridge then this requirement may be waived. This will be determined on a case by case basis to be agreed by Fife Council.

Exemptions

Householder applications are exempt from this requirement.

3.0 Evaluating a successful place

3.1 Meeting the qualities of a successful place

FIFEplan Policy 1 requires all new development to demonstrate that it meets the 6 qualities of a successful place as set out in national policies *Scottish Planning Policy*, *Creating Places* and *Designing Streets*:

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

These six qualities have been consistently used by Scottish Government to promote higher standards of design and sustainable placemaking. FIFEplan policy 14 provides a definition of what Fife Council means by each quality and the next few pages provide further clarity over what Fife Council expects the design of new development to address under each of these qualities.

These pages set out:

- What we expect from new development;
- Guidance on how to achieve this; and
- How we will evaluate the design of the proposal against these expectations (Section 3.2).

Donibristle Gardens, Dalgety Bay

West Shore, Pittenweem

High Street, Falkland

Dunfermline High School

Distinctive - Design that makes the best use of site attributes and respects and enhances the character of surrounding buildings, streets and green networks to create places that have a sense of identity.

We expect development that:

at Block/ Neighbourhood scale:

Uses and enhances existing built and natural features to retain local cultural/ heritage associations and biodiversity.

Reflects the pattern of the local settlement form – street widths, building setbacks, block sizes, street patterns, density and mix etc.

Creates streets and spaces with particular character and a sense of identity - using building height, roofline, density, street width, green infrastructure etc. to create visual interest.

Creates new green infrastructure that links to existing routes and green networks and is well integrated with the built development.

at Building/ Plot scale:

Incorporates green infrastructure into the design of buildings and streets e.g. trees and planting; permeable paving; rainwater storage; green roofs and walls grass verges that function as swales (SUDS) etc.

'Has height/scale/built form tailored to visually sensitive location eg edge of settlement or prominent part of site; avoiding use of standard housetype.

Respects the context of the development, reinterpreting local features imaginatively to create buildings and spaces that are of our time not based on standards or copying existing buildings.

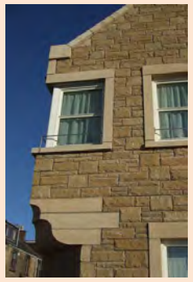
How to create places that are distinctive …

Responding to context

A contemporary approach is supported in historic settings as well as elsewhere.

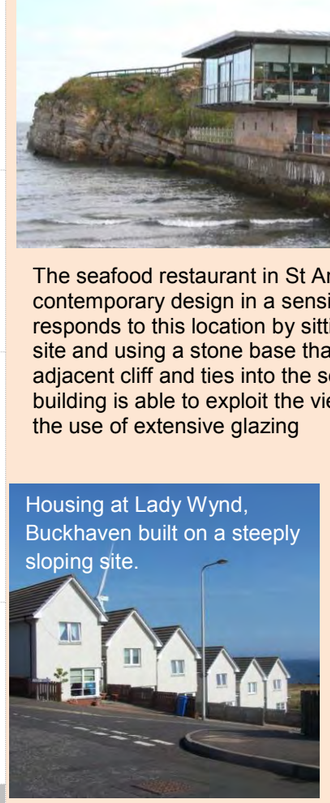
The seafood restaurant in St Andrews uses a contemporary design in a sensitive setting – it responds to this location by sitting low on the site and using a stone base that reflects the adjacent cliff and ties into the sea wall. The building is able to exploit the views through the use of extensive glazing

This new housing development in Kirkcaldy reflects the traditional street patterns in the area, providing a second side to the street. The development incorporates details such as the ornament around the doorway and a corner corbel that help to make the development distinctive and rooted in its location



Incorporating elements of Fife's heritage helps to retain historical and cultural connections and creates a sense of place.

In visually sensitive areas developers need to provide an appropriate built form to suit the context. Standard housetypes should be avoided in these locations



Housing at Lady Wynd, Buckhaven built on a steeply sloping site.

The houses have been designed to gradually step down the slope which, along with the repeated gables, becomes an attractive feature of the development.

Series of narrow gables at the seafront in Elie. A characteristic edge towards the sea has developed over time - this responds to the sometimes harsh coastal environment and can accommodate many different styles from local vernacular to highly contemporary.

The former Bell Baxter High School buildings are incorporated into the design of this development in Cupar.

Integrating development with surrounding green networks

The site analysis identifies built and natural assets, green networks and spaces on and around the development site.

The design of this layout uses existing assets on the site to create a distinctive place which connects to and enhances the existing green networks, and provides opportunities for a range of activities to take place.

Distinctive:

Uses modern technologies and materials where appropriate, and traditional materials and design details in places where their existing use provides strong local character.

Use a limited palette of external finishes and details, carefully detailed so they last over time.

Evaluation questions:

Essential

- Is the proposal an appropriate design response to the surrounding context in terms of townscape & landscape character and habitats (in particular the quality of detailing and materials in historic or sensitive landscape locations)?
- Does the proposal make the most of existing buildings, landscape, and habitats including trees?
- Where applicable - Does the proposal comply with any design briefs, development frameworks, conservation area appraisals or the following Fife Council Guidance: Windows in Listed buildings and Conservation Areas; Shop front Design Guidelines; Painting the exterior of listed buildings and unlisted buildings in Conservation Areas?
- Has built form been designed to minimise visual impact in sensitive locations?

Important

- Does the use of natural features, buildings, street patterns, spaces, skylines, building forms, landscape and use of materials create a place with a distinctive character?
- Have opportunities been taken to incorporate green infrastructure into the fabric of the buildings and the spaces between them?

Best Practice

- Does the proposal preserve cultural or historical associations for the community?

Incorporating Green Infrastructure into streets and plots

Garden trees contributing to the street scene in Lochgelly

Green roof at The Morris Building, St Andrews
(Photo: St Andrews Links Trust)

Retaining the existing mature trees helps to create a distinctive place and an attractive greenspace for new housing at Monksmoss in Ladybank

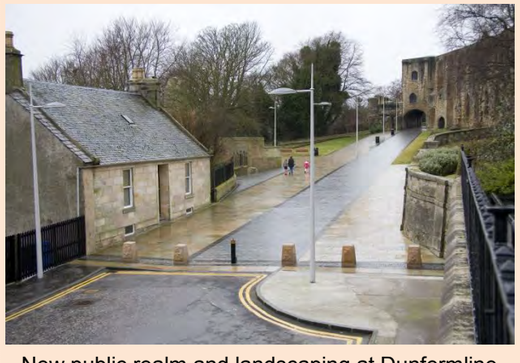
Materials and detailing

Fife Council expects a very high quality of detailing and finish in sensitive locations such as historic or landscape settings or at the edge of settlements

This extension to a listed house in Falkland has a contemporary design but incorporates traditional materials and details such as the clay pantiles, white rendered walls and the stone lintels.

The design and detailing of Dunfermline High School sends a message that this is a modern, forward thinking, dynamic place.

High quality materials and detailing as part of a contemporary design have been used at St Andrews University Arts Faculty building - providing a modern building that can match the quality of the existing university buildings.



New public realm and landscaping at Dunfermline Abbey uses a restrained palette of high quality materials and unfussy detailing, providing an elegant setting for the Abbey and its surroundings.

New health centre at Linburn Road, Dunfermline – colour and form is used to create a highly distinctive, landmark building highlighting it as a building of importance within the local community.

Andrew Carnegie House in Dunfermline has been designed as a pavilion (to be viewed from all angles) which suits its location within Pittencrieff Park.

Finishes and detailing should harmonise with surrounding buildings and landscape or provide a striking contrast where this can be justified.

Easy to move around and beyond - Street design that considers all users and is well connected into existing movement networks, putting people and place before vehicular movement and meeting policy in Scottish Government's Designing Streets.

We expect development that:

How to create places that are easy to move around…

At Block/neighbourhood scale:

Connects new and surrounding streets to ensure new development is integrated with the existing settlement - with multiple access points off the existing road network.

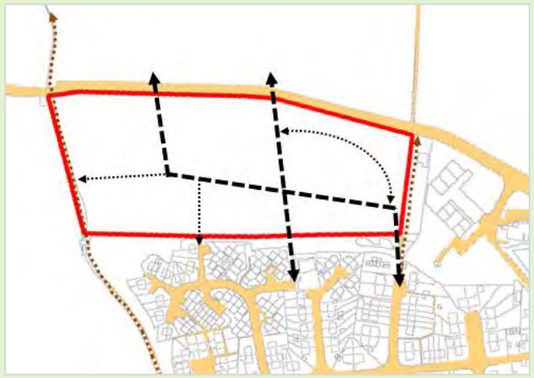
Provides new green infrastructure that connects to and enhances existing green networks and reduces the fragmentation of green movement corridors.

Has good internal connections, with the type of street and footpaths designed to be place specific, and focussed towards local landmark buildings & spaces. Making orientation and navigation easy and logical.

Considers the needs of all modes of movement (including service & emergency vehicles) and their relationship to the wider network. Pedestrians should be considered first and private cars last, and plans for public transport at an early stage in the design process.

Connecting to and enhancing existing routes and green networks

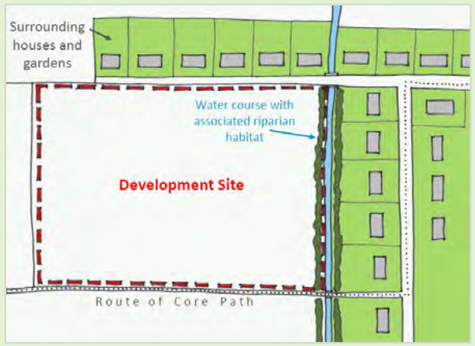
Analysis of vehicular and pedestrian (dashed) movement routes around a development site in St Monans.



Desirable pedestrian and vehicular connections identified across the development site, linking into the existing network

The indicative framework diagram for the site in FIFEplan clearly shows the expected connections and a hierarchy of routes

Uniform layouts based on standardised road geometry and national housetypes are not appropriate to the Fife context. Conventional cul de sacs are strongly discouraged.



This development site is adjacent to existing green networks with a core path and a watercourse with riparian planting bounding the site. This presents a good opportunity for these existing assets to be used to create a distinctive and attractive place which links well to green networks.

The housing layout is designed to include a small greenspace and structural planting which enhance the existing green network - creating a better environment for wildlife and people. The green infrastructure incorporates SUDS; provides connections onto the core path; enhances biodiversity; provides an attractive setting and second side to the street to the north with houses facing onto that street. The greenspaces are overlooked and can be used for play and as a meeting area. The street layout connects into the existing network and provides the potential to link into future development on adjacent land.

Accommodating service vehicles

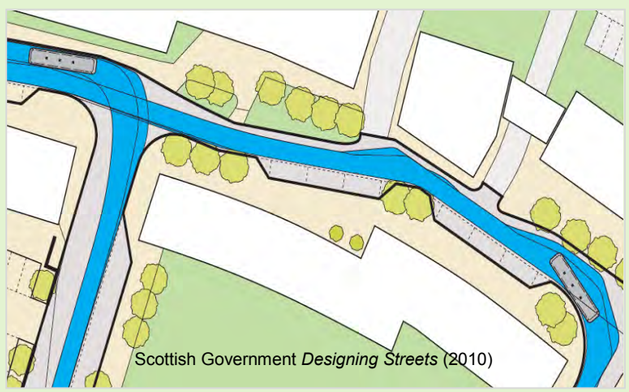


Diagram from *Designing Streets* which shows how careful design of the geometry of streets and incorporation of green infrastructure and parking will slow traffic speeds, making the street more people friendly. Swept path analysis shows the layout is still able to accommodate larger service vehicles.

There is more detailed guidance on street design in Appendix G: Fife Council Transport Development Guidelines

Easy to move around and beyond:

At Street/plot scale:

Has streets and green infrastructure that can be accessed by people of all ages and abilities.

Has streets designed and detailed to suit their role within the hierarchy of routes (to achieve the right balance between its place and movement functions).

Evaluation questions:

Essential

- Has a network of continuous routes been created? Are public spaces, streets and footpaths connected into routes within and surrounding the development? Is it well integrated with the existing settlement?
- Has the proposal considered green networks in and around the development area, and made provisions to connect to these and/or enhance their value as part of the green infrastructure provision?

Important

- Are routes safe and direct, pedestrian and cycle friendly, and offering a range of options to get to local facilities and public transport?
- Are the streets and public spaces designed to be accessible for all users (including service vehicles, public transport, wheelchair users, pushchairs, the elderly and the visually impaired)?
- Are the streets designed as places that respond to the site rather than based on standard details?

Best Practice

- Does the development use landmarks, vistas and gateways to make it easy to find ways through the development? Does this work for all modes of transport?

Making streets and green infrastructure accessible

Stenton Ponds, Glenrothes.

Level, wide and clear paths make these areas of landscaping accessible to a wide range of users including mobility scooters and young families with pushchairs.

High Street, Burntisland – this crossing has raised to level with the pavements making it more accessible for wheeled users.

Designing Streets for the visually impaired

Research has shown that the following factors are most important when designing for people with little nor no sight:

- Predictable straightforward routes with a logical layout;
- Smooth even paving;
- Streets free from obstruction;
- Signal controlled crossings (with audible beeping) on busy roads
- Visual contrast and good quality lighting; and
- Maintenance management

More detailed information on designing streets for the visually impaired is provided in *Sightlines* (Helen Hamlyn centre) and *Inclusive Streets* (Guide Dogs)

Designing streets for their place/movement functions

All roads and streets have a place function and a movement function. *Designing Streets* highlights the need to achieve the right balance between the place function and movement function of different routes whilst achieving the six qualities of successful places.

Place/movement matrix

Place function

Movement function	High quality place for people	Average reasonable place for people	Low poor quality place for people
High Busy street	 St Marys Place, St Andrews	 Leslie Rd, Glenrothes Leslie Rd in Glenrothes has a high movement function but also needs to accommodate frequent pedestrians. The wide grassed verges, the hedge along the central reservation, the trees and hanging baskets all help to make this a pleasant place for people to pass through.	
Average Frequent traffic	St Mary's Place needs to work for both people and vehicular movement. The people walking along the pavements are given a feeling of separation from the road by the row of trees planted within a clearly marked zone on one side of the street and the parking bays on the other	 Trondheim Parkway West Trondheim West Parkway has to accommodate frequent traffic alongside pedestrian movement. The street has been made more pleasant for pedestrians by moving the pavement away from the carriageway and using planting as buffers	
Low Occasional traffic		 Port Brae, Kirkcaldy The lane in front of these shops has been retained for occasional vehicular access but the landscaping and materials used tie it into the adjacent public space so it is clear it is primarily a place for people rather than vehicles.	

Safe and Pleasant - Attractive, well managed and appropriately scaled places designed to encourage activity and overlooked by surrounding buildings and active frontages. With clear definition of public and private spaces, where parking does not dominate and there is natural traffic calming.

We expect development that:

At Block/ neighbourhood scale:

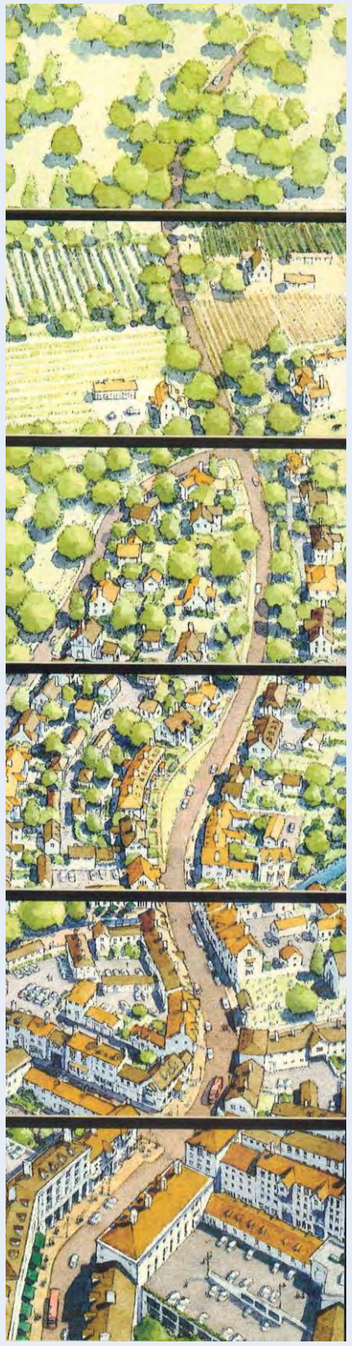
Provides buildings and spaces with a scale, height, massing, density etc. that reflects the location of the development within the settlement – town centre, suburban, village, settlement edge, countryside.

Has public spaces and pedestrian/ cycle routes that are overlooked by surrounding buildings and active frontages, and is suitable for use at different times of the day or night.

Provides a choice of pedestrian and cycle routes that:

- are safe and attractive;
- have gentle gradients; and
- are as direct as possible, following obvious desire lines to local destinations.

How to create places that are safe and pleasant…



Source: Duany Plater-Zyberk & Company

Making the form of development appropriate to its location:

This diagram shows how the scale, height, density etc. of development should respond to its location within (or outwith) a settlement. With larger, higher and denser development being more appropriate to central urban locations.

Density is an important factor in the creation of walkable neighbourhoods - higher density developments would be appropriate around town centres, near transport hubs and along public transport corridors

Building height

Buildings which are clearly higher than their neighbours should generally be avoided. Where higher development can be justified it must enhance the townscape

The use of higher buildings at the corners of this development in Balcomie Green in Crail enhances the townscape and aids navigation - justifying the additional height.

This drawing clearly illustrates how the height of new student flats at East Sands in St Andrews relates to nearby buildings ands ridgelines.

Source: Carson and Partners. Artist :Brian Allen

Designing spaces and paths that are overlooked

New housing at Limpet Ness, Rosyth overlooks the greenspace making it safe although the quality of the greenspace is poor with little interest and limited functionality.

The Stag Green in Falkland is overlooked by surrounding buildings and is bordered by roads with slow moving traffic - making it a safe place for children to play.

Safe and Pleasant:

Has streets designed principally for people [pedestrians and cyclists]; whilst recognising the importance of each route within the overall street network.

Creates low vehicle speed through natural traffic calming and provides direct frontage access for cars onto residential streets*

(*streets with speed limits of 30mph or under and up to 10,000 vehicles per day).

Accommodates parking for cars that is overlooked but discretely located to ensure streets, front gardens and public spaces are not dominated by cars.

Provides sheltered, secure & overlooked cycle storage to encourage cycling as a transport choice.

Designing streets for people

Designing Streets **(Scottish Government 2010) provides detailed guidance on incorporating parking and achieving appropriate traffic speeds within new development.**

All streets should offer a pleasant walking experience - the decision to walk is influenced not only by distance to a particular destination but also by the attractiveness and perceived safety of the route.

Natural traffic calming measures

Conventional traffic calming techniques, such as speed cushions and humps can be avoided by careful design - using the features of a street to limit speed. These features could include:

- using shorter lengths of street
- using visual obstacles; and
- varying the building line

St Mary's Place, St Andrews - Paving at this road entrance continues the line and height of the pavements either side – this gives the perception that this space is part of the pedestrian space that cars have to cross, helping to reduce vehicle speeds. Making the crossing level with the pavements means that it easily accessible for mobility scooters and pushchairs.

The fountain on Market Street has become a place where people are happy to spend time without feeling under threat from traffic.

Market Street, St Andrews – This busy road in the centre of St Andrews has been carefully re-designed to accommodate both people and vehicles. The lack of road markings and use of level surfaces means there is minimal distinction between the pavements and the road. Incorporating ambiguous lines of paving that cut across the carriageway (see images below) helps to break down the dominance of the road - all these features have slowed the speed of traffic along the street so that it becomes a place primarily for people.

There is more detailed guidance on street design in Appendix G: Fife Council Transport Development Guidelines

SUStrans projects in Kirkcaldy developed through consultation with the local communities

Katrine Crescent, Kirkcaldy, the pedestrian zone is extended onto the carriageway through the use of colour on the street. Road narrowing measures incorporate planters to help create an attractive street scene.

Haig Road, Kirkcaldy, an important pedestrian route to a local park is highlighted by dots which carry on across the road. The dots also dissuade drivers from parking across these entrances which had been a problem in the area.

Safe and Pleasant:

At Building /Plot scale:

Positions openings – windows, doors, gates and pends - to provide natural surveillance of external spaces and routes; blank facades onto public space are not acceptable.

Has appropriate choice of plant species, size and planting density for soft landscaping proposals, considering proximity to buildings, ultimate size and future management.

Has public spaces, streets and paths that are well lit, easy and cost effective to maintain, resource efficient and free of unnecessary clutter or obstacles.

Uses design and detailing to clearly define the entrances, the front and back of a building, and public or private spaces.

Integrates ancillary facilities, plant and services discretely into development.

Accommodating parking

Parking requirements are closely related to density. Where the requirements for parking begin to impact on the amenity of a development it is likely that the site is overdeveloped and some units should be removed or the layout redesigned.

Parking should be overlooked without compromising the amenity of buildings and spaces.

Balcormie Green, Crail. On street parking is located in small overlooked bays that don't dominate the street scene.

This office car park in Glenrothes is made more attractive by incorporating planting

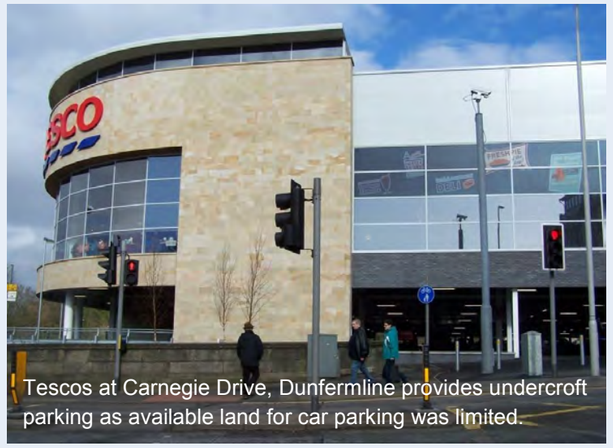
Garage parking is carefully incorporated into the design of this courtyard development in Cupar

On street parking

Rear parking court

Screened front parking

Parking at Trondhiem Parkway West, Dunfermline is accommodated on the street, in rear parking courts and in small parking areas to the front of the buildings that are screened by planting



Tescos at Carnegie Drive, Dunfermline provides undercroft parking as available land for car parking was limited.

Encouraging activity

Routes and spaces will encourage people to lead more active lives if they:

are attractive;

feel safe,

are sheltered;

provide direct routes to places people want to go; and

are well lit at night (through regular street lighting or as part of a public art strategy)

This public route through Dunfermline Palace provides an attractive route to the town centre and Pittencrieff Park

Attractive low-traffic cycleway in Glenrothes

Slow traffic and good views make The Walk in Dysart attractive for pedestrians and cyclists

Safe and Pleasant:

Evaluation questions:

Essential

- Is the overall scale of development appropriate for the site?
- Are the open spaces, streets and paths overlooked by windows and doors? Are there any undesirable blank facades or gables facing onto public spaces?
- Are the streets designed primarily as safe places for people incorporating natural traffic calming measures and avoiding rat-runs?
- Does the layout accommodate car parking so that the development does not appear dominated by cars?

Important

- Do the street blocks and buildings have a built form (layout, density, scale and massing) appropriate to their location in the settlement?
- Do the main entrances face onto the street?
- Are there clear boundaries between public and private spaces?
- Are the public spaces well designed and useable (visually attractive, adequately sheltered, uncluttered and well lit), with suitable management arrangements put in place?
- Is new or existing planting of appropriate species and at an appropriate distance from new/existing buildings, accounting for growth over a number of years?

Best practice

- Is there suitable storage provision for cyclists?
- Does the proposal encourage activity for all ages and abilities at different times of day, and in different seasons and weathers?
- For housing developments – does the development accommodate a range of car parking options?

Safe routes and spaces

Well lit and overlooked pedestrian routes at: Livingstone Lane, Aberdour, and Hill Street, Cupar

Integrating ancillary uses

Bin storage incorporated as part of external stairs at Balcomie Green, Crail

This bicycle parking at the TREE centre in Glenrothes is sheltered by the deep eaves and balcony.

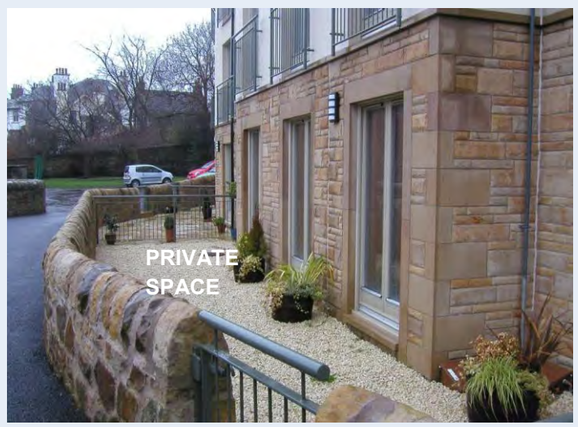
Clearly marked entrances – public and private space

Landscaping at Fife College in Kirkcaldy helps to guide people towards the main entrance to the building.

Boundaries walls are used at Monksmoss, Ladybank to clearly indicate where the private gardens begin

This housing development in Kirkcaldy **did not** clearly define private and public space; the residents have planted a number of coniferous hedges to provide this definition. These hedges have the potential to cause issues between neighbours if not carefully managed in the future.

Trondheim Parkway, Dunfermline – these ground floor flats do not have direct access onto the landscaping around the building – this landscaping will have mainly visual function with few if any people using the space. As the space does not belong to any particular residents it will need to be maintained by a factor.



The Park, Hepburn Gardens, St Andrews – the ground floor flats have doors and gates opening onto small areas of private garden ground around the building – these areas are then used and maintained by the residents.

Adaptable - Places that can support a mix of compatible activities with built in flexibility so that they can adapt to changes in the future.

We expect development that:

At Block/ Neighbourhood scale:

Can accommodate future settlement growth by leaving opportunities for streets and paths to connect beyond the edge of the current site.

Provides a mix of uses, facilities, housing tenures, types and sizes to support vibrant communities and changing needs of households.

Provides opportunities for food production.

How to create places that are adaptable…

Creating lifetime neighbourhoods

Source: TAYplan

Lifetime neighbourhoods:

- Empower residents and encourage active citizenship;
- Are accessible and well connected
- Provide a range of affordable services and facilities;
- Have spaces and buildings that promote social contact;
- Provide access to natural environments;
- Provide a range of affordable housing options; and
- Are places where people of different ages, cultures and ethnicities feel safe and confident.

Balcomie Green, Crail provides a range of housing types and tenures including ground floor flats, small terrace houses and larger detached and semi-detached houses. It is therefore able to accommodate people at many different stages of their lives.

Buildings that incorporate a mix of uses

New development in Lochgelly which has commercial units on the ground floor with flats above.

This development in the centre of Dysart incorporates a commercial unit now filled by a pharmacy – the unit has been designed so it can be easily converted into a flat if the commercial unit becomes unviable

Design to mitigate against noise

Developments should consider:

- **Site planning**
  - Locate sensitive uses away from sources of noise
  - Screen buildings from noise sources.

    Screening methods include natural barriers such as dense vegetation; earth mounds; other less sensitive buildings or acoustic fencing and walling. The choice of screen needs to be appropriate to its location.

Dense willow planting used as a noise barrier along a busy road

- **Building layout and design**
  - Locate openings and quiet rooms away from noise sources.
- **Construction**
  - Use construction details and materials which reduce sound transmission

Adaptable:

At Building/ plot scale:

Uses simple and flexible building forms and spaces which can accommodate different uses and be easily adapted for special locations or future uses.

The design of mitigation measures which may be required for amenity reasons such as noise are visually appropriate to their location and the type of development.

Provides opportunities for food production.

Evaluation questions:

Essential

- Are opportunities provided to make connections to possible future development sites?

Important

- Does the development provide a mix of tenures, building densities, forms and sizes that can accommodate the needs of a diverse range of users (by age, gender and degree of mobility)?

Best Practice

- Could the buildings or spaces be easily adapted to change in the future?
- Have opportunities been provided for growing food as individuals or a community?

Buildings and spaces that can accommodate change

The Town Hall in Kinghorn has been converted into offices and holiday accommodation.

The spaces and structure were flexible enough to be converted into these new uses with minimal changes to the structure. The main hall has become the living space and the attics accommodate the bedrooms.

Buildings can be made more adaptable by:

- Leaving space to allow buildings to extend;
- Designing roof spaces so that they can be turned into usable spaces (don't fill up the roof space with multiple roof trusses);
- Make floor to ceiling heights higher so they can accommodate a range of uses (2.5m is a good guide).
- Make future layout changes easier by having fewer load bearing internal walls

Spaces that provide many different functions

Civic space in Culross – serves as a space for people to meet, an access road, a community space for local events, and a place to record and celebrate local history.

Educational opportunities at Riverside Park, Glenrothes

Attractive greenspace in Dunfermline with mixed tree planting. The grassed area is used for informal sports and picnickers. It performs a drainage function and will help to prevent overheating of the urban area in summer.

Providing opportunities for food production

Raised planting beds at Collydean Nursery, Glenrothes

Edible and Tasty Spaces (EATS) planter in Templehall, Kirkcaldy bringing vegetables into the street

Welcoming - Places that encourage social interaction, where it is easy for people to find their way around and access local services in a walkable neighbourhood.

We expect development that:

at Block/ Neighbourhood scale:

Creates 'walkable neighbourhoods' where goods and services are within an easy, safe walk – 400-800 metres or 5-10 minutes'.

Creates an attractive landscape setting for development, appropriate to the surrounding landscape/ townscape character or makes improvements to poor landscape/townscape quality.

Has outward facing blocks with clearly identifiable entrance points that encourage access into the development, mark gateways to particular areas and create an appropriate sense of arrival to the settlement.

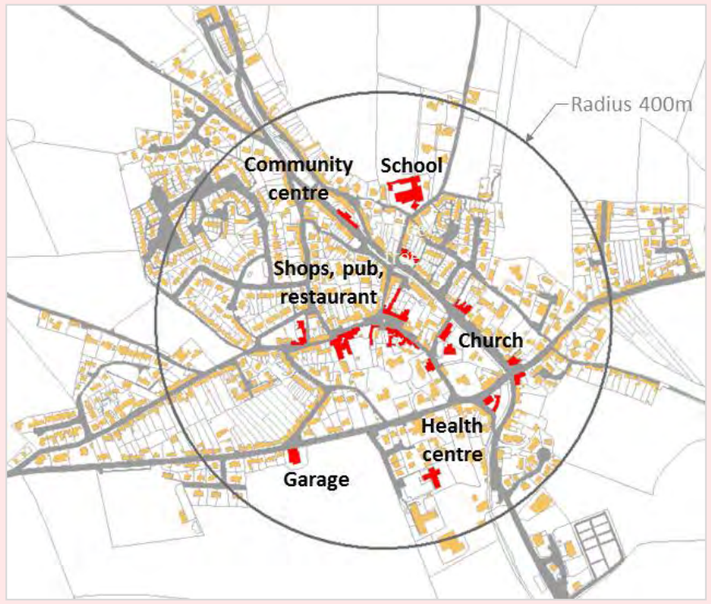
Encourages social interaction; with streets and sequences of spaces accessible to people of all ages and abilities.

Takes a strategic and coordinated approach to planning the public realm – making the best use of views into, out of and through the site, and takes advantage of slopes, high and low points to create interesting streets, vistas and sites for new landmarks.

Provides a public art strategy to address how landmark sites will be treated.

How to create places that are welcoming …

Creating walkable neighbourhoods



The village of Auchtermuchty works as a walkable neighbourhood with a whole range of services and facilities being within a 400m walk from the centre

Creating an attractive and welcoming setting

Particular attention must be paid where new development creates a new settlement edge requiring sensitive treatment of built form and landscape.

Street tree planting at Fife College in Kirkcaldy creates an attractive setting for the building and helps to orientate people towards the entrance.

Landscape setting of the biomass plant at Tullis Russell in Glenrothes

Spaces that are welcoming and encourage social interaction

Street junctions should work as social spaces where appropriate.

People focused streetscape in Culross with street trees – makes an attractive space for locals and tourists to walk through and can accommodate a variety of functions including community events such as this local festival.

Because traffic speeds are slow this street in Falkland acts as a space for people despite accommodating a number of junctions. The shops and cafes spilling onto the street help this effect.

Welcoming:

at Building/ plot scale:

Uses the position of buildings and landscape detailing to shape and create well-designed streets and spaces.

Creates landmarks - memorable architecture or spaces - to emphasise particular locations using additional building height, high quality detailing and finish and public art as an integral part of the building or public realm.

Creates a place that is attractive and enjoyable to use, not just functional.

Evaluation questions:

Essential

- Where it is on the edge of a settlement is the relationship between new development and the countryside sensitively handled?
- Does the proposal meet the requirements of Table 1 for open space provision?

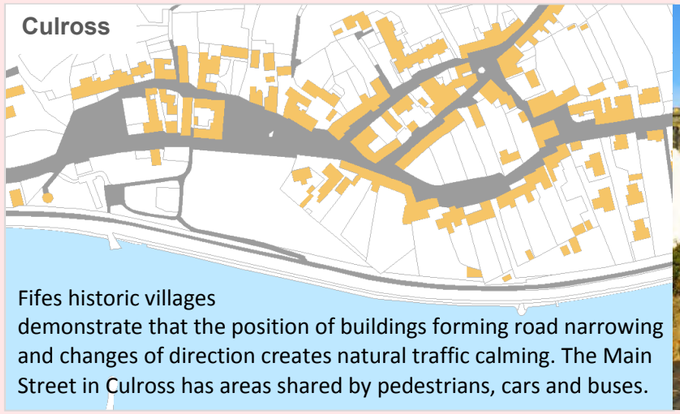
Important

- Can people find a good mix of shops, sitting out and play-space, places of employment, local services and transport links within easy walking distance of their homes?
- Are entrances and the front of buildings clearly defined?
- Is there a clear network of public spaces and streets that are well-shaped and proportioned by buildings? Are they attractive as well as functional?
- Does the layout use landmarks, gateways and vistas to aid navigation?
- Is there a strategy for the public realm and landmark sites / public art? Is public art fully integrated into the design of landmark buildings & spaces?

Best Practice

- Does development encourage people of all ages and abilities to meet and mix with each other?
- Does the layout make good use of views?

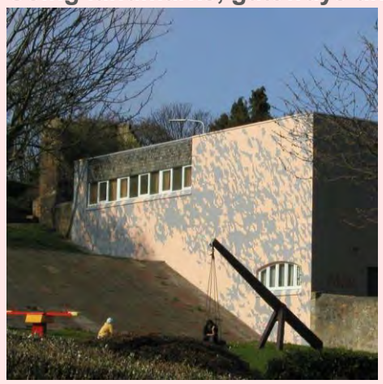
Positioning buildings and using landscaping to create places



Fifes historic villages demonstrate that the position of buildings forming road narrowing and changes of direction creates natural traffic calming. The Main Street in Culross has areas shared by pedestrians, cars and buses.

This development at Donibristle Gardens in Dalgety Bay has used a crescent of terraced houses to create this attractive place. The area incorporates private gardens, public space, parking, pedestrian and vehicular connections. The buildings are designed to enclose and overlook the space

Using landmarks, gateways and vistas to aid navigation



The painted mural on this community centre in Dysart has transformed it from an unimposing facade into a landmark

Public art used on these steps in Dunfermline highlights this as a route that leads somewhere important – in this case to the High Street

Coloured houses have been used to create landmarks in this new housing development in Dunfermline

The planned village at Coaltown of Wemyss uses key buildings (such as the Institute shown here) and decorated gables to create vistas at the end of routes through the village.

Resource Efficient - Development designed to make best use of resources, achieve high environmental performance and minimise impacts on the built or natural environment.

We expect development that:

at Block/ neighbourhood scale:

Integrates with and extends green networks (including footpaths and cycleways), using native species and larger trees where appropriate.

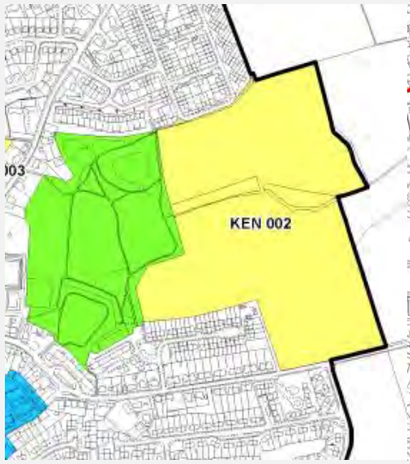
Provides adequate buffers to protect and enhance existing natural features and areas of habitat including woodland and trees.

Have higher densities of housing and other buildings close to local services, important junctions, and public transport nodes.

Integrates Sustainable Urban Drainage systems [SUDS] and other green infrastructure in the overall landscape framework.

How to create a resource efficient place…

Connecting to existing routes and green network assets



Fifeplan (proposed plan) housing site KEN 002 in Kennoway.

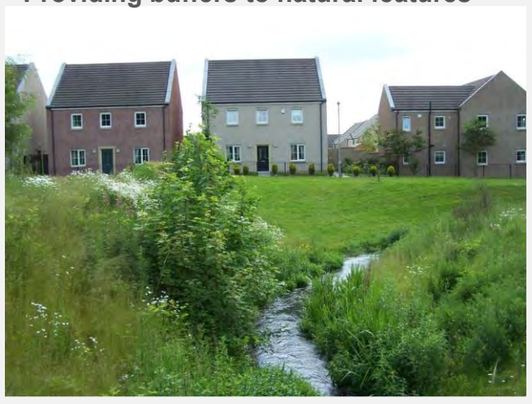
Existing green network assets and opportunities identified in FIFEplan

Existing green networks assets have been protected and the opportunities for enhancement of the green networks have been incorporated into this layout.

Green network priorities identified for KEN 002 in the LDP:

- Develop a new high quality green network east-west along the watercourse connecting King George's Field greenspace to Meggie Den and fronted by a good development edge. The green network should incorporate access, high quality SUDS and habitat provision.
- No development should be within 10m of identified woodland and wetland habitat and unimproved grassland habitat along the Meggie Den.
- Ensure the layout of the sites provides good north-south connectivity to establish easy access to the green network from within the development and the adjoining communities to the north and south.
- Deliver a high quality development frontage on to the King George's field greenspace.

Providing buffers to natural features



This new housing along West Mill Road, Markinch provides landscaping with paths along the Mill Lade, safeguarding the existing watercourse and habitat and providing an attractive setting for the development

Integrating SUDS into green infrastructure

This new green infrastructure in Burntisland provides an attractive landscape setting for the housing and incorporates SUDS, habitat and recreational spaces.

SUDS pond serving a housing development in Kirkcaldy. The SUDS provide an attractive landscape setting for the development and enhance biodiversity. The pond is fenced off and therefore inaccessible so it could not be included as part of the open space requirement for the site.

Resource Efficient:

at Building/ plot scale:

Maximises shelter and solar gain in places where people gather and activities take place - by careful siting, orientation, detailing and dimensioning.

Re-uses existing buildings, parts of buildings, or materials from the site in new development.

Achieves high levels of environmental performance through ecological/ sustainable design measures. Including the use of water efficient appliances and fittings. And taking into account the heat hierarchy (reduce demand, more efficient supply, use energy from renewable sources)

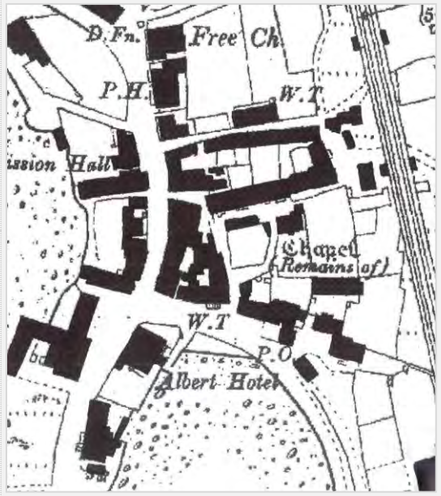
Works with level changes to minimise underbuild and retaining structures, to create level access, and take advantage of views.

Is easy and cost effective to maintain.

Reduces the impact of waste collection by efficient movement of refuse vehicles and discreet storage of bins.

Uses locally sourced, sustainably produced materials that are attractive, durable, of a standard and quality appropriate to context, and easily / cost-effectively maintained, taking account of whole-life costs.

Layouts that provide shelter

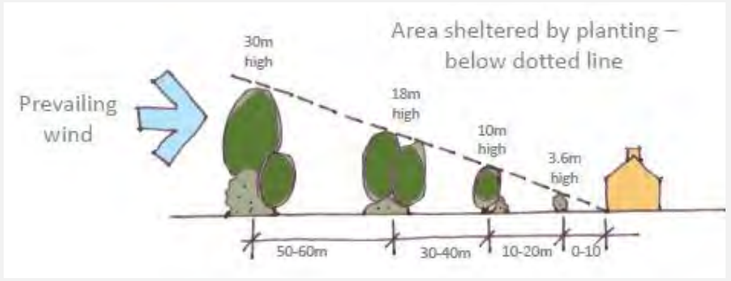


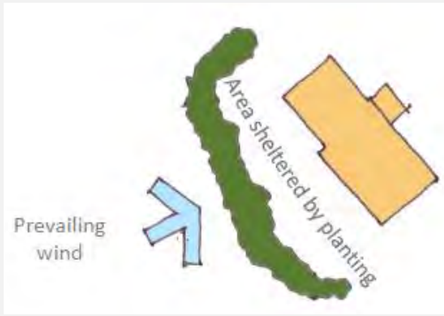
North Queensferry 1890's

Bo01 Malmo - Sweden

Traditional settlements in exposed areas used narrow entrances and streets to create sheltered spaces and streets as can be seen in the map of North Queensferry from 1890. One of the best modern examples of this approach to layouts is Bo01 in Malmo, Sweden.

Planting that provides shelter





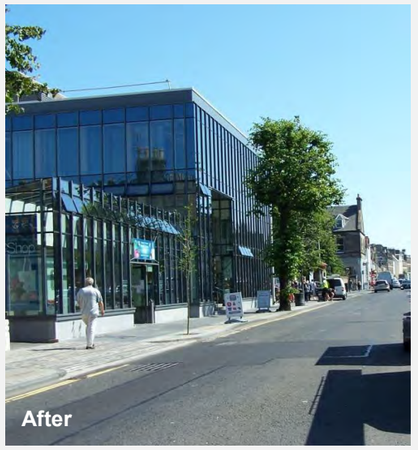
Careful planting can reduce exposure on a site – providing shelter to make outside spaces more comfortable and helping to reduce energy costs. Planting can also provide shading in the summer.

Designing for efficient land use

The use of flats, terraces, townhouses, four in a block and mews built forms can create interesting, higher density and compact developments that use land efficiently.

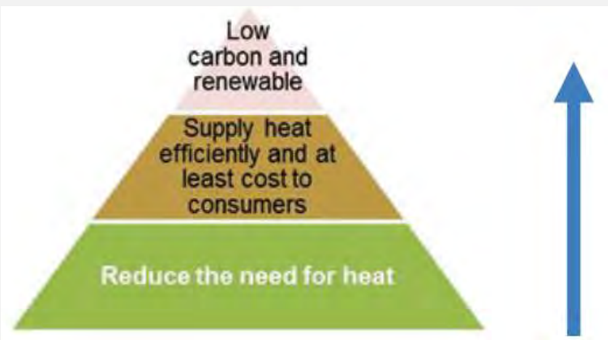
This development at Balcomie Green in Crail incorporates terraced housing, flats and colony type housing along with semi-detached houses – this mix of house types helps to give the development interest and provides around 40 houses per hectare.

Reusing existing buildings or materials onsite



The student union building in St Andrews has been refurbished and re-clad to extend its lifespan and make it suitable for existing and future uses.

The Heat Hierarchy:



Scottish Government has developed a Heat Hierarchy which sets out the priorities for low carbon heat provision in Scotland.

Towards De-carbonising Heat: Draft Heat Generation Policy Statement: Scottish Government (2014)

Resource Efficient:

Evaluation questions:

Essential

- Does the proposal provide adequate protection and avoid encroachment on natural features and biodiversity including trees and woodland? Does it provide adequate buffers?
- Have sustainable drainage systems [SUDS] been considered from the earliest stage as part of the landscape framework?
- Have opportunities been taken to refurbish existing buildings rather than demolish them, or incorporate part[s] of them, or re-use materials in the new development, including soil/rubble?
- Has waste collection and storage been addressed?
- Are materials and detailing of suitable appearance and proven performance for the site location (context and level of exposure)?

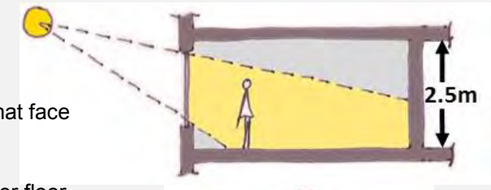
Important

- Are there areas of development at a density that can support community facilities and public transport in appropriate locations?
- Can building and landscaping works be easily and cost-effectively managed and maintained into the future.?
- Does the proposal include measures to enhance biodiversity (including the water environment where appropriate) and landscape character both on the fabric of buildings and in the spaces in between?
- Does block layout and detailed design of building or spaces take advantage of the site's orientation, landform and existing features to maximise shelter, daylight, sunlight etc?

Best Practice

- Are the materials locally sourced /sustainably produced?
- Does the design use new technologies, detailing or materials with a lower carbon footprint than conventional measures?
- Does the proposal minimise the need for earthworks or retaining structures?

Designing buildings to reduce energy consumption



- Put living spaces in rooms that face the sun
- Use taller windows and higher floor to ceiling heights – this will allow light to penetrate deeper into the building and gives greater flexibility over future uses.
- For larger buildings - building depths of 9-13 m maximise the benefits of natural lighting and ventilation whilst giving flexibility of layout for users.

Daylight and sunlight

Fife Council has produced a planning customer guideline on daylight and sunlight: http://publications.1fife.org.uk/uploadfiles/publications/c64_DaylightandSunlight.pdf

Locally sourced/ sustainably produced materials

Sustainable materials are usually materials which have some or all of the following features:

- They are naturally abundant;
- They are easily extracted (in terms of energy used in extraction); and
- They are easily recycled.

Sustainable materials can generally be classified as either:
i. Materials significantly of plant origin; these include products from wood, natural fibres and polymers.
ii. Materials that are produced using waste products as raw materials; these are typically the products of recycled matter.

Reducing the toxicity of materials used in construction will improve the health of builders and users of the buildings.

Castle RePaint recycles left over paint to produce sustainable water-based paint products in Fife.

Resource efficient building design

This house in Freuchie incorporates a number of features that make it resource efficient:

- The sunroom space makes the most of solar gain for heating and lighting;
- It is highly insulated reducing energy consumption;
- It uses a ground source heat pump and solar panels to reduce energy costs;
- The pantiles are reused from a nearby building;
- The timber cladding is untreated and was grown in Scotland;
- The house incorporates two rooms from an existing building;
- A number of water butts harvest rainwater;
- It has water efficient appliances and fittings; and
- Use of a green roof reduces surface runoff.

Incorporating onsite energy generation technologies

Scottish Government provides guidance on the siting and design of micro renewable energy generation installations as part of their online renewables planning advice:

http://www.gov.scot/Topics/Built-Environment/planning/Policy/Subject-Policies/low-carbon-place/Heat-Electricity/renewables-advice

Historic Environment Scotland have a guide on incorporating micro-renewables in the historic environment:

https://www.historicenvironment.scot/archives-and-research/publications/publication/?publicationId=7604a41c-077c-42ab-941f-


Photovoltaic panels incorporated at Monksmoss, Ladybank

3.2 Evaluation framework

Applications for Planning consent will be evaluated against the following key issues to establish if they meet the 6 qualities of successful places: The key issues for each quality are grouped into three categories;
Essential, Important and Best Practice

Essential – if a development does not demonstrate that it meets these expectations it should be refused on design grounds.
Important – we would require strong justification why a development does not meet these expectations.
Best Practice – in order to demonstrate that a development is of exceptional quality it would need to address all Fife Councils expectations (apart from any agreed not to be relevant to the specific proposal).

Development proposals will be judged on a case by case basis. Applicants will be expected to establish if any of the elements referred to in the evaluation framework are not relevant to their proposal and to provide full justification how they have come to that conclusion. Failure to demonstrate that a proposal meets the 6 qualities of successful places or to justify non-compliance with any element could lead to an application being refused on design grounds.

	Key issues to be addressed	**Commentary**
Distinctive	**Essential**	
	Is the proposal an appropriate design response to the surrounding context in terms of townscape & landscape character and habitats (in particular the quality of detailing and materials in historic or sensitive landscape locations)?	
	Does the proposal make the most of existing buildings, landscape, and habitats including trees?	
	Where applicable - Does the proposal comply with any design briefs, development frameworks, conservation area appraisals or the following Fife Council Guidance: Windows in Listed buildings and Conservation Areas; Shop front Design Guidelines; Painting the exterior of listed buildings and unlisted buildings in Conservation Areas?	
	Has built form been designed to minimise visual impact in sensitive locations?	
	Important	
	Does the use of natural features, buildings, street patterns, spaces, skylines, building forms, landscape and use of materials create a place with a distinctive character?	
	Have opportunities been taken to incorporate green infrastructure into the fabric of the buildings and the spaces between them?	
	Best Practice	
	Does the proposal preserve cultural or historical associations for the community?	

	Key issues to be addressed	**Commentary**
Easy to move around and beyond	**Essential**	
	Has a network of continuous routes been created? Are public spaces, streets and footpaths connected into routes within and surrounding the development? Is it well integrated with the existing settlement?	
	Has the proposal considered green networks in and around the development area, and made provisions to connect to these and/or enhance their value as part of the green infrastructure provision?	
	Important	
	Are routes safe and direct, pedestrian and cycle friendly, and offering a range of options to get to local facilities and public transport?	
	Are the streets and public spaces designed to be accessible for all users (including service vehicles, public transport, wheelchair users, pushchairs, the elderly and the visually impaired)?	
	Are the streets designed as places that respond to the site rather than based on standard details?	
	Best Practice	
	Does the development use landmarks, vistas and gateways to make it easy to find ways through the development? Does this work for all modes of transport?	

	Key issues to be addressed	Commentary
Safe and Pleasant	**Essential**	
	Is the overall scale of development appropriate for the site?	
	Are the open spaces, streets and paths overlooked by windows and doors? Are there any undesirable blank facades or gables facing onto public spaces?	
	Are the streets designed primarily as safe places for people incorporating natural traffic calming measures and avoiding rat-runs?	
	Does the layout accommodate car parking so that the development does not appear dominated by cars?	
	Important	
	Do the main entrances face onto the street?	
	Do the street blocks and buildings have a built form (layout, density, scale and massing) appropriate to their location in the settlement?	
	Are there clear boundaries between public and private spaces?	
	Are the public spaces well designed and useable (visually attractive, adequately sheltered, uncluttered and well lit), with suitable management arrangements put in place?	
	Is new or existing planting of appropriate species and at an appropriate distance from new/existing buildings, accounting for growth over a number of years?	
	Best Practice	
	Does the proposal encourage activity for all ages and abilities at different times of day, and in different seasons and weathers?	
	For housing developments – does the development accommodate a range of car parking options?	
	Is there suitable storage provision for cyclists?	

	Key issues to be addressed	Commentary
Adaptable	**Essential**	
	Are opportunities provided to make connections to possible future development sites?	
	Important	
	Does the development provide a mix of tenures, building densities, forms and sizes that can accommodate the needs of a diverse range of users (by age, gender and degree of mobility)?	
	Best Practice	
	Could the buildings or spaces be easily adapted to change in the future?	
	Have opportunities been provided for growing food as individuals or a community?	

	Key issues to be addressed	Commentary
Welcoming	**Essential**	
	Where it is on the edge of a settlement is the relationship between new development and the countryside sensitively handled?	
	Does the proposal meet the requirements of Table 1 for open space provision?	
	Important	
	Are entrances and the front of buildings clearly defined?	
	Can people find a good mix of shops, sitting out and play-space, places of employment, local services and transport links within easy walking distance of their homes?	
	Is there a clear network of public spaces and streets that are well-shaped and proportioned by buildings? Are they attractive as well as functional?	
	Is there a strategy for the public realm and landmark sites / public art? Is public art fully integrated into the design of landmark buildings & spaces?	
	Best Practice	
	Does development encourage people of all ages and abilities to meet and mix with each other?	
	Does the layout make good use of views?	

	Key issues to be addressed	Commentary
Resource Efficient	**Essential**	
	Does the proposal provide adequate protection and avoid encroachment on natural features and biodiversity including trees and woodland? Does it provide adequate buffers?	
	Have sustainable drainage systems [SUDS] been considered from the earliest stage as part of the landscape framework?	
	Have opportunities been taken to refurbish existing buildings rather than demolish them, or incorporate part[s] of them, or re-use materials in the new development, including soil/rubble?	
	Has waste collection and storage been addressed?	
	Are materials and detailing of suitable appearance and proven performance for the site location (context and level of exposure)?	
	Important	
	Are there areas of development at a density that can support community facilities and public transport in appropriate locations?	
	Can building and landscaping works be easily and cost-effectively managed and maintained into the future.?	
	Does the proposal include measures to enhance biodiversity (including the water environment where appropriate) and landscape character both on the fabric of buildings and in the spaces in between?	
	Does block layout and detailed design of building or spaces take advantage of the site's orientation, landform and existing features to maximise shelter, daylight, sunlight etc?	
	Best Practice	
	Does the proposal minimise the need for earthworks or retaining structures?	
	Are the materials locally sourced /sustainably produced?	
	Does the design use new technologies, detailing or materials with a lower carbon footprint than conventional measures?	