

# Great Shelford and Stapleford Design Guidelines

May 2019



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## Revision History

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# 1. Introduction

AECOM has been commissioned to provide design support to the Great Shelford and Stapleford Neighbourhood Group through the Ministry of Housing, Communities and Local Government (MHCLG) funded Neighbourhood Planning Programme, led by Locality.

This Design Guide has been produced to inform new development proposed in the area. It presents a summary of the key characteristics of Great Shelford and Stapleford, which make this a special place to live and visit. This information is then used to inform specific design guidelines to promote sustainable development.

The approach set out here is supported by the National Planning Policy Framework (NPPF), which encourages local authorities to consider using design codes, or in this case guidelines, to help deliver high quality outcomes for new development. It is important however, that guidance finds the balance between promoting and reinforcing local distinctiveness and allowing for innovation and originality. The NPPF suggests that 'design policies should be developed with local communities so they reflect local aspirations and are grounded in an understanding and evaluation of each area's defining characteristics' (NPPF, 2019).

The NPPF also emphasises that 'the creation of high-quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities' (NPPF, 2019). It is therefore important that planning policies and decisions should address the connection between people and places and how any new development will respond to and integrate successfully into the natural, built and historic environment.

## 1.1 Objectives

The main objective of this document is to establish principles so that new development is designed and planned with regard to the existing character and context of Great Shelford and Stapleford within the Neighbourhood Plan. It sets out a series of design guidelines related to development in Great Shelford and Stapleford.

The document initially provides context to the design guidelines including strategic issues identified during the consultation carried out by Great Shelford and Stapleford Neighbourhood Group. The aspirations by the communities involved, although not strictly design issues, need to be considered in the context of any design proposal.

The process has included:

- Fieldwork and an initial meeting with the neighbourhood group (September 2018);
- Urban design analysis;
- Creating design guidelines to be used to assess the appropriateness of new development;
- The Draft report has been issued to the group; and
- The Final report was issued and agreed with Locality.

This study also builds upon previous work carried out by the Great Shelford and Stapleford Neighbourhood Plan Group.

This document should be read in conjunction with the following documents:

- Adopted South Cambridgeshire Local Plan (September 2018)
- Great Shelford Village Design Statement (February 2004)
- South Cambridgeshire Design Guide (March 2010)
- Great Shelford Conservation Area, Draft council policy (2007)



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**Figure 1 Great Shelford and Stapleford Neighbourhood Area**

## 2. Context

This section of the report describes the location and context of Great Shelford and Stapleford and summarises current planning policies which are relevant to the study.

### 2.1 Location

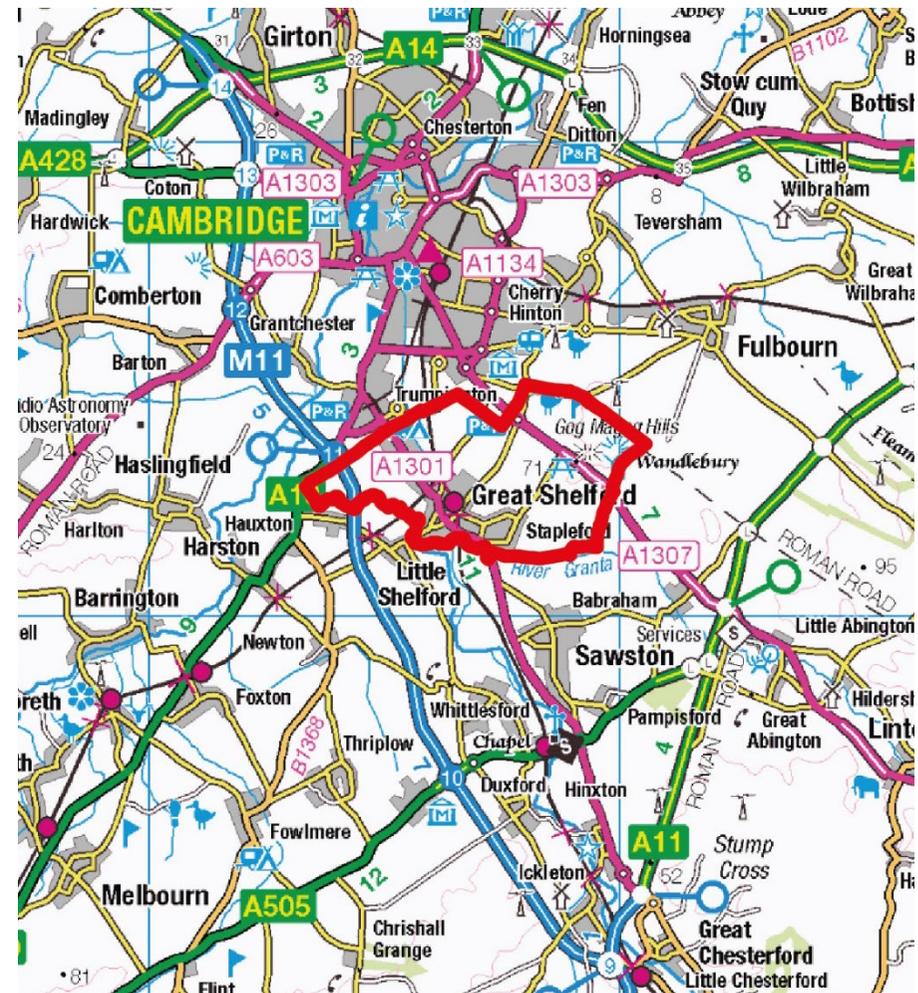
The adjoining villages of Great Shelford and Stapleford lie in the district of South Cambridgeshire, approximately 1km south of the southern edge of the city of Cambridge. The parish boundaries and neighbourhood planning area extends north and north east of both villages resulting in the majority of the neighbourhood area consisting of rural, agricultural landscapes. The larger of the two villages is Great Shelford which had a population of 4,223 at the 2011 census over double the size of its neighbour, Stapleford (1,871 in the 2011 census).

The geographical centre of Great Shelford is located approximately at the crossing point of the A1301 and Station Road with the heart of the village at Woollards Lane further south. Shelford railway station lies to the north and the River Cam lies approximately 300m south of this point. Great Shelford extends north west along the A1301 linking with Cambridge's southern boundary at Trumpington, forming a linear belt of settlement which straddles both sides of the road. A number of small villages surround Great Shelford and Stapleford, including Sawston, Little Shelford and Whittlesford.

The M11 provides connections between London and Cambridge with junction 11 being the closest at 1.2Km from Great Shelford. The A11 lies approximately 5km to the east linking London to Norwich with a network of smaller roads provide connectivity through the rural parts of south Cambridgeshire. Two railway lines cut through Great Shelford. The West Anglia Main Line railway providing links from Cambridge to London Liverpool Street Station via the station at Great Shelford. The second is the Great Northern line connecting Cambridge to Kings Cross London. A bus service which runs along the A1303 provides a link between Cambridge and Saffron Walden as well as some local neighbouring villages. National Cycle Route 11 passes through the settlement connecting Harlow with Essex.

Stapleford is located to the east of Great Shelford and is a smaller settlement by comparison. This is reflected in the network of smaller, mainly residential roads.

The close proximity to Great Shelford means this settlement takes advantage of the services offered by Great Shelford including their railway station and bus services.



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Figure 2 Location and Context

## 2.2 Planning Policy Context

### 2.2.1 National planning policy

#### National Planning Policy Framework (NPPF), 2019

The NPPF sets out that a key objective of the planning system is “to contribute to the achievement of sustainable development”, which will be achieved through three overarching objectives by Ministry of Housing, Communities and Local Government, 2019 (MHCLG) including:

1. “an economic objective – to help build a strong, responsive and competitive economy...”
2. “a social objective – to support strong vibrant and health communities...”
3. “an environmental objective - to contribute to protecting and enhancing our natural, built and historic environment...”

Part 12, Achieving well-designed places, states that “Design policies should be developed with local communities so they reflect local aspirations, and are grounded in an understanding and evaluation of each area’s defining characteristics. Neighbourhood plans can play an important role in identifying the special qualities of each area and explaining how this should be reflected in development”. Part 12 goes on to state: “policy and decisions should ensure that developments... are visually attractive... (and) are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities)”. An understanding of history and heritage is therefore important in developing neighbourhood plans to explain how this should inform future development.

Part 16, Conserving and enhancing the historic environment, states that “Plans should set out a positive strategy for the conservation and enjoyment of the historic environment... (taking) into account: ...the desirability of new development making a positive contribution to local character and distinctiveness; and opportunities to draw on the contribution made by the historic environment to the character of place.”

Green belt surrounds the village. Para 135 states Green Belt serves five purposes:

- i. to check the unrestricted sprawl of large built-up areas;

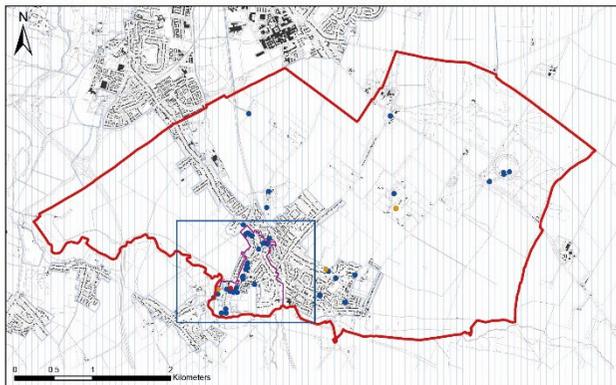
- ii. to prevent neighbouring towns merging into one another;
- iii. to assist in safeguarding the countryside from encroachment;
- iv. to preserve the setting and special character of historic towns; and
- v. to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

Par 186 'When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest.'

#### *Planning Practice Guidance*

It states that “*development should seek to promote character in townscape and landscape by responding to and reinforcing locally distinctive patterns of development*” and that the “*successful integration of new development with their surrounding context is an important design objective*”.

Planning Practice Guidance was reviewed, catalogued and published on the internet by the government in 2014 (MHCLG, 2018). The section on design includes guidance on promoting landscape character (Paragraph: 007 Reference ID: 26-007-20140306). Paragraph 041 Reference ID: 41-041-20140306 states that policy should be distinct to reflect and respond to the unique characteristics and planning context.



**Legend**

 Neighbourhood Plan Boundary

 Conservation Area

**Listed Buildings**

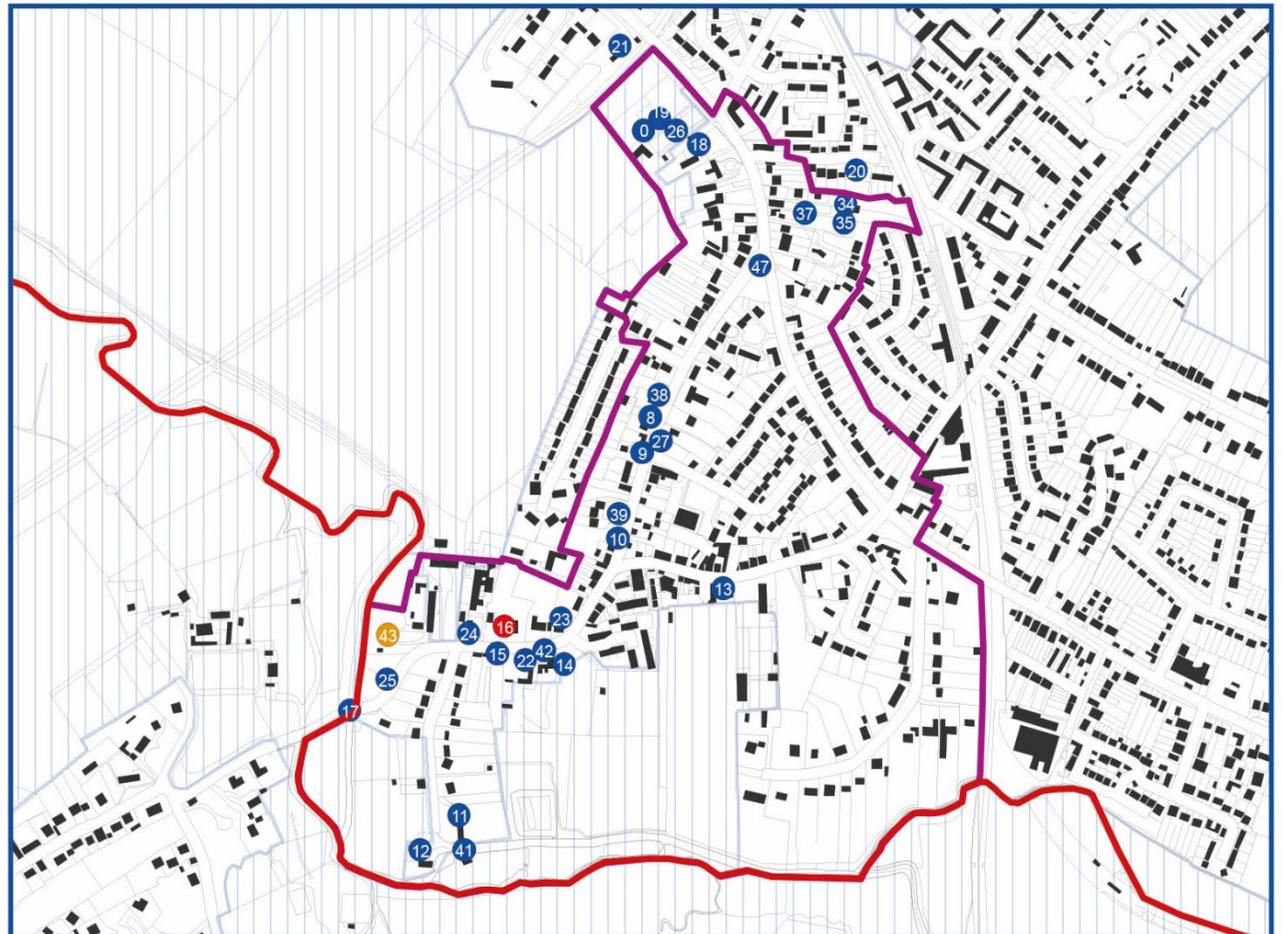
**Grade**

 I

 II

 II\*

 Green Belt



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**Figure 3 Policy Diagram**

## 2.2.2 Local planning policy

### South Cambridgeshire Local Plan, Adopted September 2018

Great Shelford and Stapleford are identified as one of the most sustainable villages of the district as stated in the Local Plan as having "... good access to a secondary school, employment opportunities, a variety of services and facilities and good public transport services to Cambridge or a market town" as recognised by the following policy:

- Policy S/8 Rural Centre policy states: 'Development and redevelopment without any limit on individual scheme size will be permitted within the development frameworks of Rural Centres, as defined on the Policies Map, provided that adequate services, facilities and infrastructure are available or can be made available as a result of the development.'

The Green Belt policy relates to the area adjacent to the western, eastern and southern boundaries of Great Shelford and Stapleford and is as follows:

- Policy S/4 Green Belt policy states: 'New development in the Green Belt will only be approved in accordance with Green Belt policy in the National Planning Policy Framework'

The policy relating to the employment areas south of Addenbrooke's Hospital is as follows:

- Policy E2 – Employment Area – An area on the southern edge of Addenbrooke's Road;

Policies related to open space only suitable for informal recreation due to the character and parkland setting are as follows:

- Policy SC/1: Allocation for Open Space. Land east of Granhams Road (4.8ha)
- Policy SC/1: Allocation for Open Space Land east of Bar Lane, Stapleford and west of access road to Green Hedge Farm (1.42ha)
- Policy NH/2 Protecting and enhancing Landscape Character states 'Development will only be permitted where it respects and retains, or enhances the local character and distinctiveness of the local landscape.'

## 2.2.3 District Design Guide SPD (March 2010)

The District Design guide: High Quality and Sustainable Development in South Cambridgeshire SPD is designed to provide applicants with a clear understanding of what is expected for a successful application. In general it explains the following:

*'The SPD expands on district-wide policies in the Development Control Policies Development Plan Document (DPD), adopted in July 2007, and policies in individual Area Action Plans for major developments that may vary from the district-wide policies. It provides additional details on how they will be implemented. Policies seek to ensure that design is an integral part of the development process.'*

These Design Guidelines should be read in conjunction with the District Design Guide.

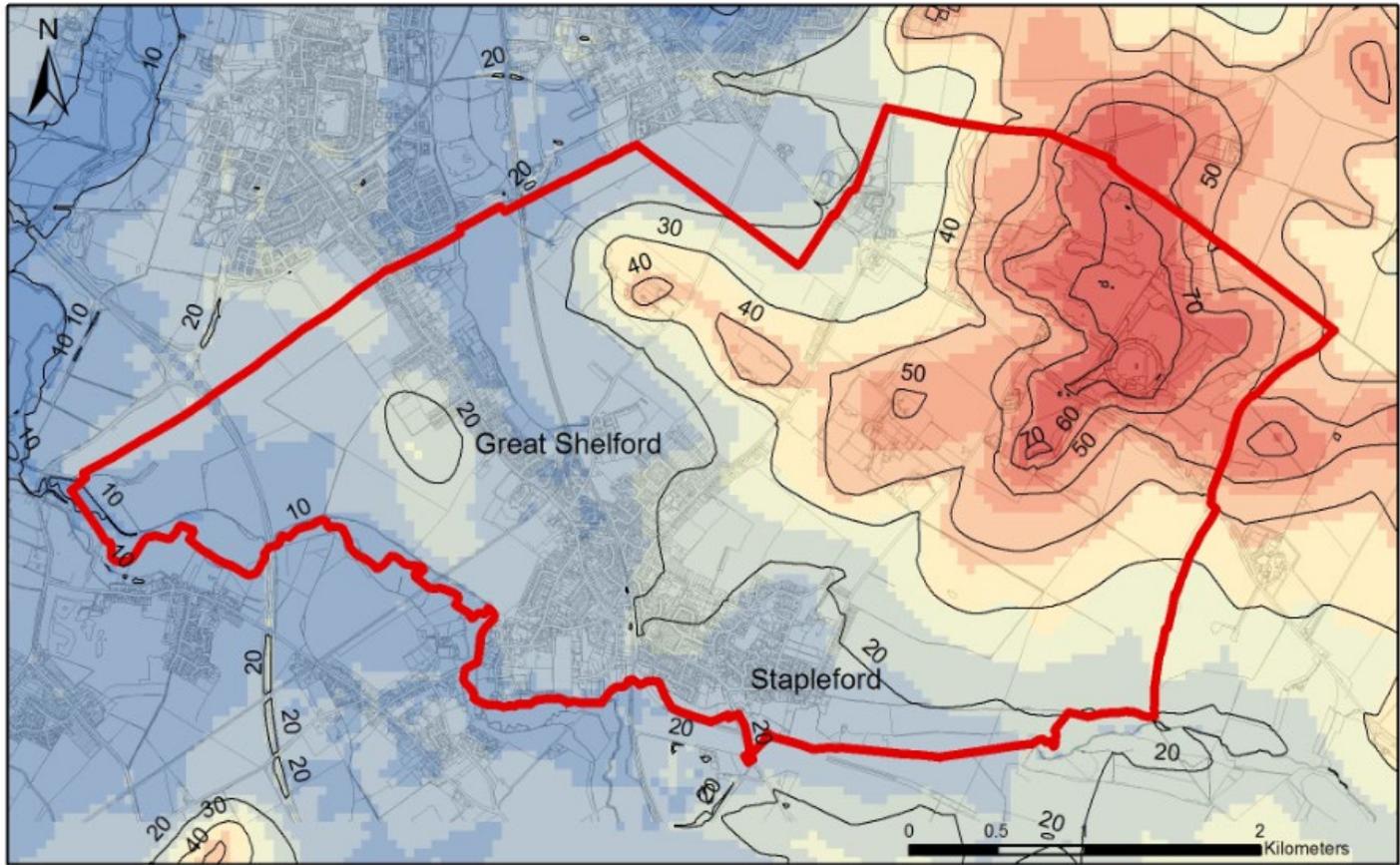
## 2.2.4 Topography and hydrology

The Gog Magog Hills occupy a local high point in the north east of the neighbourhood planning area and comprises a range of chalk hills. The highest points are situated either side of the A1307 Babraham Road at 77m Above Ordnance Datum (AOD). This is in distinct contrast to the majority of the surrounding landscape which is flat and low lying below 20m AOD, a noticeable characteristic consistent with the landscape character in south Cambridgeshire.

The River Cam originates in Debden, Essex and travels north passing through the landscape west of the villages. The River Granta passes east west along the southern edge of Stapleford and connects with the River Cam south of Great Shelford. The river cuts a small meandering valley through the landscape and forms a distinct feature of the landscape. The River Cam joins the River Granta west of the West Anglian Main Line railway before heading north to Cambridge.

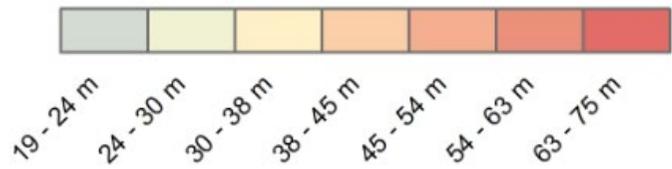
## 2.2.5 Cultural associations

Great Shelford and Stapleford found fame when with the discovery that Barack Obama is a direct descendant of a local resident Thomas Blossom, who grew up in the area towards the end of the 16<sup>th</sup> Century before emigrating to the United States. Other local famous connections include the well-known Robert Huff (former racing driver) and Nobel laureate Sir John Sulston who were former residents of the village. In Stapleford the Granary is a study centre for the arts and music in south Cambridge. It provides space for a wide range of events and exhibitions including educational courses.



**Legend**

 Neighbourhood Boundary



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**Figure 4 Topography and Hydrology**

## 2.2.6 Landscape designations

There are a small number of landscape designations on the edge of the neighbourhood area. The majority of the Gog Magog Golf Course is designated as a Site of Special Scientific Interest SSSI west of the plan area and includes part of the Roman Road SSSI along Babraham Road A1307. The Beech Woods Local Nature Reserve (LNR) also lie within the neighbourhood area on Wort's Causeway west of the Gog Magog Golf course.

Great Shelford contains a conservation area and a number of listed buildings. Stapleford has eight listed buildings and a conservation area.

## 2.2.7 Existing Landscape Character Assessment

National Character Area profiles have been reviewed to provide some context to the broader landscape character around Great Shelford and Stapleford. The study area falls within National Character Area (NCA) 86 South Suffolk and North Essex Clayland (Natural England, 2014). NCAs are broad but provide some context to the character of the study area.

Natural England defines key characteristics as *“those combinations of elements which help to give an area its distinctive sense of place”* that would result in significant consequences for the current character if they were changed or lost. As a result, they provide important evidence to support the development of planning and management policies and a reference point against which to monitor change. The key characteristics of NCA 86 area which are of particular relevance to this assessment are:

- Undulating chalky boulder clay plateaus which give many of the soils a calcareous character, these also influences the character of the semi-natural vegetation cover;
- Topography of gentle slopes dissected by numerous river valleys. Watercourses wind slowly across flood plains, supporting wet, fen-type habitats and grazing marsh;
- The agricultural landscape is predominantly arable with a wooded appearance. Ancient woodlands and large, often ancient hedgerows form wooded skylines;
- Roman sites, medieval monasteries and castles contribute to a rich archaeology. Impressive churches, large barns, substantial country

house estates and Second World War airfields dot the landscape, forming historical resources; and

- A strong network of public rights of way provides access to the area's archetypal lowland English countryside.

## 2.2.8 Local Landscape Character

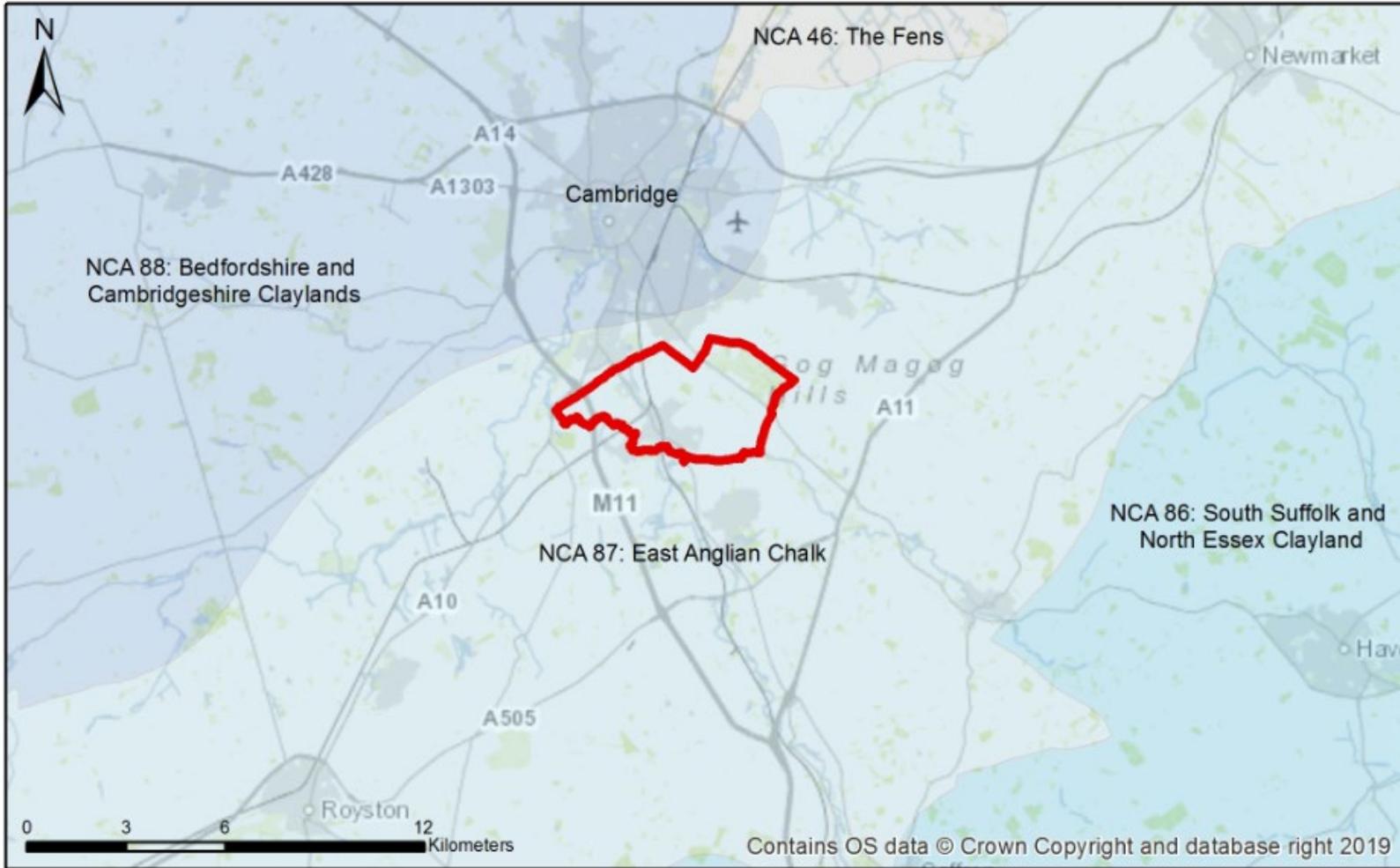
A local landscape character assessment is currently being prepared for Great Shelford and Stapleford. In the absence of a local landscape character assessment the following broad assessment has been made.

Both villages are set within a chalkland landscape of rolling hills and long views across arable fields. The landscape setting immediately surrounding the villages is varied. Development along Cambridge Road is characterised by its strong linear form, with more recent infill behind with areas of enclosed fields and paddocks beyond that soften the village edge. The rural parts consist of large-scale and expansive farmland and define the setting of the villages. In addition a wealth of mature trees in both private and public spaces within the villages is valued locally for their contribution to the amenity of the local landscape within the villages.

Scenic views to and from the village, in particular glimpses of the countryside from within the villages are locally important. Cambridge Road is mainly residential ribbon development with very little original backland development, and generally development is one plot deep. Houses have long gardens backing on to agricultural land. A number of community land uses including rugby grounds, allotments and cemetery contribute to the character along Cambridge Road.

Great Shelford is host to a number of buildings of architectural interest exhibiting detailing and materials which reflect the character typical of South Cambridgeshire villages. The historical buildings are focused around the centre of the settlement within the conservation area. Building densities, although modest, are higher than Stapleford. The High Street is an example of one area which has higher density of housing with good natural surveillance and forms a hub for retail and community activities. Great Shelford and Stapleford both benefit from a wide range of facilities and transport links as well as being close to the City of Cambridge. Great Shelford's High Street and abundance of commercial, social and community services makes it the heart of the community for both villages.

Modern development has resulted in the loss of fields which once occupied the green space between Great Shelford and Stapleford, resulting in coalescence.



**Legend**

 Neighbourhood Boundary

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Figure 5 National Landscape Character Areas



### **3. Design Guidelines**

The following section is divided into two parts.

The first is a set of key elements to consider when assessing any design proposal. These include general questions the neighbourhood group are seeking clarification on from applicants and their design teams.

The second is a set of outline design guidelines illustrating the aspirations of the neighbourhood group identifying built form characteristics that are considered to be locally important.

### 3.1 Key elements to consider when assessing applications

This section states a general design principle followed by a number of questions, including questions from the neighbourhood group against which the design proposal should be judged. The aim is to assess all proposals by objectively answering the questions below. Not all the questions will apply to every development. The relevant ones, however, should provide an assessment overview as to whether the design proposal has taken into account the context and provided an adequate design solution. The following issues need to be considered when assessing the suitability of applications. Do the proposals:

#### 3.1.1 Harmonise and enhance existing settlement in terms of physical form, pattern or movement and land use.

- What are the particular characteristics of this area which have been taken into account in the design?
- Is the proposal within a conservation area?
- Does the proposal affect or change the setting of a listed building or designated landscape?

#### 3.1.2 Relate well to local topography and landscape features, including prominent ridge lines and long distance views.

- Does the proposal maintain or enhance the existing gaps between villages?
- Does the proposal maintain or enhance the identified views?
- Does the proposal harmonise with the adjacent properties? This means that it follows the height, massing and general proportions of adjacent buildings and how it takes cues from materials and other physical characteristics.
- Has careful attention been paid to height, form, massing and scale?
- If a proposal is an extension, is it subsidiary to the existing property so as not to compromise its character?
- Does the proposal maintain or enhance the existing landscape features?
- How does the proposal affect the trees on or adjacent to the site?

- How does the proposal affect the character of a rural location?
- How are long distance views incorporated in the design?

#### 3.1.3 Reinforce or enhance the established village character of streets, squares and other spaces.

- Does the proposal maintain the character of dwelling clusters stemming from the main road?
- What is the character of the adjacent streets and does this have implications for the new proposals?
- Does the new proposal respect or enhance the existing area or adversely change its character?
- Does the proposal positively contribute to the quality of the public realm/streetscape and existing pedestrian access?
- How does the proposal impact on existing views which are important to the area?
- Can any new views be created?

#### 3.1.4 Reflect, respect and reinforce local architecture and historic distinctiveness.

- Has the local architectural character and precedent been demonstrated in the proposals?
- If the proposal is a contemporary design, are the details and materials of a sufficiently high enough quality and does it relate specifically to the architectural characteristics and scale of the site?

#### 3.1.5 Retain and incorporate important existing features into the development.

- What are the important features surrounding the site?
- What effect would the proposal have on the streetscape?
- How can the important existing features including trees be incorporated into the site?

- How does the development relate to any important links both physical and visual that currently exist on the site?

### 3.1.6 Respect surrounding buildings in terms of scale, height, form and massing.

- Is the scale and height of the proposal appropriate to the area?
- Should the adjacent scale be reflected?
- If a higher than average building(s) is proposed, what would be the reason for making the development higher?
- Would a higher development improve the scale of the overall area?
- If the proposal is an extension, is it subsidiary to the existing house?
- Does the proposed development compromise the amenity of adjoining properties?
- Does the proposal overlook any adjacent properties or gardens?

### 3.1.7 Adopt appropriate materials and details.

- What is the distinctive material in the area, if any?
- Does the proposed material harmonise with the local material?
- Does the proposal use high quality materials?
- Have the details of the windows, doors, eaves and roof details been addressed in the context of the overall design?

### 3.1.8 Integrate with existing paths, streets, circulation networks and patterns of activity.

- What are the essential characteristics of the existing street pattern?
- How will the new design or extension integrate with the existing arrangement?
- Are the new points of access appropriate in terms of patterns of movement?
- Do the points of access conform to the statutory technical requirements?

- Do the new points of access have regard for all users of the development (including those with disabilities)?

### 3.1.9 Provide adequate open space for the development in terms of both quantity and quality.

- Is there adequate amenity space for the development?
- Does the new development respect and enhance existing amenity space?
- Have opportunities for enhancing existing amenity spaces been explored?
- Are there existing trees to consider?
- Will any communal amenity space be created? If so, how will this be used by the new owners and how will it be managed?

### 3.1.10 Incorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features.

- What effect will services have on the scheme as a whole?
- Can the effect of services be integrated at the planning design stage, or mitigated if harmful?
- Has the lighting scheme been designed to avoid light pollution?

### 3.1.11 Ensure all components e.g. buildings, landscapes, access routes, parking and open space are well related to each other, to provide a safe and attractive environment.

- Has the proposal been considered in its widest context?
- Is the landscaping to be hard or soft?
- What are the landscape qualities of the area?
- Have all aspects of security been fully considered and integrated into the design of the building and open spaces?
- Has the impact on the landscape quality of the area been taken into account?
- Has the appropriateness of the boundary treatments been considered in the context of the site?

- In rural locations has the impact of the development on the tranquillity of the area been fully considered?

### 3.1.12 Make sufficient provision for sustainable waste management (including facilities for kerbside collection, waste separation and minimisation where appropriate) without adverse impact on the street scene, the local landscape or the amenities of neighbours.

- Has adequate provision been made for bin storage?
- Has adequate provision been made for waste separation and relevant recycling facilities?
- Has the location of the bin storage facilities been considered relative to the travel distance from the collection vehicle?
- Has the impact of the design and location of the bin storage facilities been considered in the context of the whole development?
- Could additional measures, such as landscaping be used to help integrate the bin storage facilities into the development?
- Has any provision been made for the need to enlarge the bin storage in the future without adversely affecting the development in other ways?

### 3.1.13 Use of energy efficient technologies.

- Use of energy saving/efficient technologies should be encouraged
- If such technologies are used (e.g. solar, panels, green roofs, water harvesting, waste collection, etc.), these should be integrally designed to complement the building and not as bolt-ons after construction.
- For standalone elements (e.g. external bin areas, cycle storage, etc.) materials and treatment should be of equal quality, durability and appearance as for the main building.



## 3.2 Design elements

This section identifies the design elements which need to be considered when reviewing proposals. The local street patterns, building styles, materials and ecology should all help to determine the character and identity of a development. Design should not stifle innovation and should recognise that new building technologies are capable of delivering acceptable built forms and may sometimes be more efficient. It is important with any proposals that full account is taken of the local context and that the new design embodies the “sense of place” and also meets the aspirations of people already living in that area. The aim of this section is to produce design guidelines that help to assess the design quality and appropriateness of the proposed development.

When assessing each element of the design the assessor should consider how the proposals respond to the existing landscape character identified in section 3.

The following Design Guidelines have been developed from a number of sources and are relevant to both Great Shelford and Stapleford.

### 3.2.1 Positive aspects of character

There are a number of positive aspects of character which should be sustained, reinforced or enhanced. These relate to the built character of Great Shelford and Stapleford and include their rural setting.

- The settlement is focused on a nucleated settlement pattern with linear ribbon development one plot deep along Cambridge Road leading to the southern edge of Cambridge;
- Access to public transport is good, including rail links to Cambridge, London and Stansted airport;
- The sense of rural character informs the setting of the villages and is integral to their distinctiveness;
- Prominent trees of Great Shelford and Stapleford create the distinctive backdrop in views and strongly contribute to the wooded village character and sense of place;
- Existing pockets of public open space are valuable assets to the community in both villages and need to be retained and enhanced where possible;

- The land within the floodplain of the River Cam where the two villages are located is flat in contrast to the local high point at Magog Down Hills, with extensive views across the villages and surrounding rural landscape;
- The River Cam and River Granta are locally important landscape features which provide amenity and wildlife benefits in addition to their practical drainage function;
- The white metal fencing on Church Street which follows the road over the bridge, emphasising a sense of arrival into the village is one of several distinctive gateways;
- Views within the villages to the surround landscape and the skyline of the villages seen from public view points (for example Gog Magog Hills);
- Large front gardens and grass verges contribute to the open character of Stapleford and some parts of Great Shelford such as Tunwells Lane;
- Rural roads such as Haverhill Road and Granham Road both share a sense of departure from the villages and entry into a tranquil rural landscape;
- Boundary treatments adjacent to the road usually of similar height give a structure and define the boundary of the streetscape; and
- High quality materials and elaborate architectural detailing contributes to the historic character of Great Shelford and to a lesser extent Stapleford.

### 3.2.2 Issues to be addressed

The following issues have been identified which could be addressed through new development or active management. These are principally related to increasing development pressure in both villages.

#### Landscape

- Pressure to develop land will increase over time due to the close proximity of Cambridge, Addenbrooke’s Hospital and the Cambridge Biomedical Campus to the north east of Great Shelford and Stapleford; and
- Lack of designated public green space proportionate to the size of both villages.

### Connectivity

- Poor parking provision leading to an increase of on-street parking in central locations causes congestion, primarily Woollards Lane and Church Street;
- Limited pedestrian access to the countryside from Great Shelford and Stapleford prevents public enjoyment and appreciation of the surrounding landscape; and
- Magog Down and Wandlebury are easily accessible by car. However pedestrian and cycle access is limited.

### Built Form

- The replacement of historic and traditional features such as timber windows and doors with uPVC and other modern non-traditional building materials has degraded the architectural quality of some buildings in the area;
- Consideration needs to be given to buildings which are not designated but are of local architectural merit and importance as they contribute to the character of the villages;
- High land values can tempt future development to propose densities discordant with these design guides and the existing character of both Great Shelford and Stapleford. For example on London Road a warehouse has been replaced with residential development on Fletcher's Way; and
- Development pressure from Addenbrooke's Hospital to expand south towards the villages (Policy E/2 in SCDC, Local Plan, 2018) reduces the sense of separation from Cambridge to Great Shelford.

### Sensitive assets and key characteristics:

- Listed buildings and built form within and adjacent to the conservation areas need to be protected;
- Views between the countryside and the settlement from public vantage points such as Gog Magog Hills need to be considered in future applications,
- River Cam and River Granta are key features of the landscape currently and could benefit from improved access;
- The allotments (for example those off Bar Lane) and recreation grounds in both villages are valuable community assets;
- The abundance of mature tree cover throughout both villages are key to their identity and distinctiveness; and

- Historical timber framed shop fronts enhance the character of Great Shelford.



Figure 6 Terraces in Stapleford along Bury Road.

### 3.3 Opportunities for positive change

An assessment of the character of Great Shelford and Stapleford has assisted in the production of the design principles in these Design Guides. This offers the best method for achieving appropriate future development in Great Shelford and Stapleford. Appreciation for the historical development of the villages provides an understanding of how the structure and character of the area will influence future development. This provides a baseline against which change can be monitored and managed.

The evolution of the landscape will continue and therefore the management of change is essential to ensure that sustainable social, environmental and economic outcomes are achieved. This section therefore considers various factors which may influence change and inform the policies set out in the Great Shelford and Stapleford Neighbourhood Plan.

### 3.3.1 Street pattern, densities and layout

Great Shelford shows evidence of a historic nucleated settlement layout with roads radiating out from the centre. The High Street, Tunwells Lane and Woollards Lane form a triangle at the centre of Great Shelford where development has been concentrated.

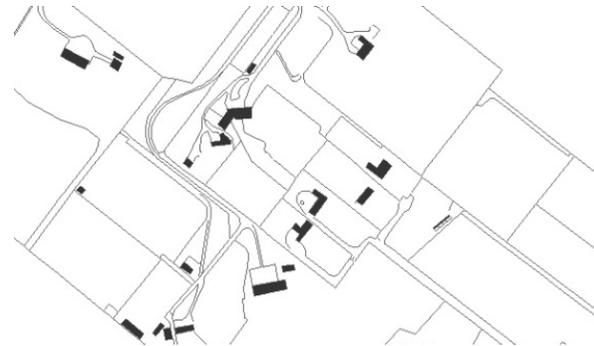
Ribbon development has expanded to the north-west along Cambridge Road (A1303) linking Great Shelford with the southern edge of Cambridge at Trumpington forming a continuous line of built form between the two villages.

The alignment of the West Anglia Main Line railway passing north south through the centre of Great Shelford has influenced the layout of the settlement by concentrating development at the crossing point of; the railway line, London Road and Station Road. Networks for smaller roads lead from these main roads, typically culminating in cul-de-sacs meaning legibility is limited. Often these developments have come about as a result of infill development over a number of decades closing the space between the two villages and causing coalescence.

The streetscape in Great Shelford is intimate with meandering roads proving a slow reveal of a sequence of views through the village. The intimate character is punctuated by a sequence of green spaces throughout both villages. This small scale road structure and built form are distinctive features of Great Shelford. The human scale of buildings, mature tree canopies and short front gardens add to the intricate character of the village.

Stapleford is a smaller settlement by comparison, as development has mainly taken place along and north of London Road (A3101) leading to Bury Road/Haverhill Road. Development is mainly of single dwellings flanking either side of Bury Road until the edge of the settlement at Gog Magog Way. This road then heads north to Babraham Road passing through the rural countryside with open boundaries either side.

Remote clusters of small farmsteads form an important part of the rural character of the outlying parts of the neighbourhood area. Typically consisting of a handful of large dwellings, often situated on a hill such as White Hill and are therefore prominent in views across the open agricultural landscape.



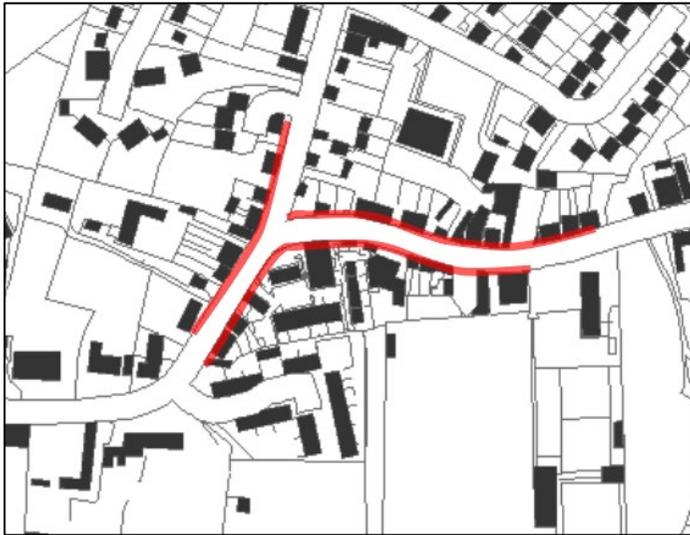
*Densities in rural parts are much lower than in the villages*



*Great Shelford has higher density development*



*Stapleford contains slightly higher density of development*



**Key**



Dwellings which front straight onto the street



Dwellings with front gardens and boundaries

**Design principles:**

- Future development should reflect the current mix of housing of various housing types, layout and sizes typical of Great Shelford and Stapleford. Please refer to the “Housing Need Survey Results Report for Great Shelford (March 2017)”;
- Roads should be laid out in a permeable pattern allowing for multiple connections and a choice of routes;
- Cul-de-sacs should be short and where possible provide cycle and pedestrian access between neighbouring cul-de-sacs;
- Long linear streets should curve and bend gently to provide interest and a sequence of views through the village;
- New development proposals should be responsive to the historic layout of the villages including plot widths, proportions, density, building lines and positions within the plots;
- Development proposals in the Conservation Area or adjacent to Listed Buildings should consider the setting and context within which the application site is set. The proposals should complement the local character and show evidence of the incorporation of these design principles;
- Development proposals north of Great Shelford and Stapleford should avoid coalescence, or the perception of coalescence, with the southern edge of Cambridge and Addenbrooke’s Hospital; and
- New development should provide off-street car parking to reduce congestion.



**Figure 8 Bury Road, Stapleford (let) Cambridge Road, Great Shelford (right)**

### 3.3.2 Open space

Recreational fields, allotments, tennis courts and other areas of open space are fundamental to the success of both villages. Future development needs to ensure proposed open space is well connected to these existing green spaces to ensure the proposals enhance biodiversity and habitat provision.

The River Granta passes east west along the south of the villages carving a shallow valley through the chalk bedrock. The valley has typical alluvium including gravel and sand deposits. Most of the river is screened by existing vegetation with only a small number of poorly maintained openings to view the river.

Great Shelford recreational ground is at the heart of the community in the south of the village. It forms the single largest public open space in the settlement and combined with the fields adjacent, forms an important part of the villages green infrastructure. The tree lined boundaries form a distinctive backdrop to the recreational space and provide valuable habitats for wildlife.

Mature trees and tree groups are evident throughout large parts of both villages both in public and private spaces and contribute to the character of the villages.

South west of Great Shelford is an important gap, preventing coalescence with Little Shelford. Large trees and riparian vegetation creates a rural wooded character and creates a sense of departure from Great Shelford. This wooded part of the settlement has a peaceful atmosphere. Smaller well wooded roads leading away from Great Shelford create a tranquil and more remote sense of place.

The landscape surrounding Great Shelford and Stapleford is predominantly intensive agriculture on large fields with few hedgerow boundaries and little woodland cover. This is in contrast to the landscape south of the village where mature hedgerow boundaries on smaller fields are present with numerous trees and woodland groups scattered throughout the landscape. These distinctive landscape features define the rural setting of both villages.





**Figure 9 From top to bottom: Great Shelford Recreation Ground, Mingle Lane Stapleford, Stapleford Pavilion.**

Riparian vegetation lines the River Cam and River Granta as they pass by both villages. They add to the verdant qualities of both villages and form connections with Cambridge to the north and wider Cambridgeshire countryside to the south. These rivers are vital for the local green infrastructure linking the green spaces along the southern edge of the settlement, with the green corridor created by the railway line.

#### **Design principles:**

- Existing trees, tree belts and woodlands should be retained as far possible. Arboriculture assessments should accompany all applications affecting existing trees (including those not protected by any statutory or non-statutory designations), as they are significant contributors to the character of Great Shelford and Stapleford;
- Trees in both public and private spaces make valuable contributions to the street scene;
- Both villages would benefit from improved public realm and an increase in the range of open space provision ensuring it is appropriate to the location and relative to the size of the development;
- New open spaces should be well connected to existing vegetation and add to the existing network of informal and formal spaces throughout both villages;

- Existing recreational spaces should be retained and enhanced such as those at Woollards Lane as this space is the heart of the community. Planting should focus on a mix of native, supplemented with non-native species to increase resilience to climate change and biosecurity risks. Proposals should also draw upon those species already prevalent within the village;
- The open boundaries along roads on the periphery of both villages create a sense of openness and strong connection with the surrounding countryside. This adds to the rural character of both villages, especially at Haverhill Road. These features should be retained, created or enhanced in future developments;
- Use of sustainable urban drainage system should be included where appropriate;
- Natural surveillance is critical to creating safe environments for play and recreation meaning open space should be overlooked by neighbouring properties;
- New development which includes the provision or contributes to allotments within the neighbourhood area or community area for food growing is encouraged;
- New development should maintain and enhance the River Cam and River Granta corridors as important features of the landscape;
- Great Shelford and Stapleford appreciate the biodiversity value of wildlife corridors and retain existing vegetation which forms part of the green infrastructure. These natural areas of the neighbourhood area should remain natural and wild in style. This should be reflected in the maintenance regimes;
- All new open space should include a commitment to long term management to ensure the success of the design objectives are met;
- Areas of incidental green space and grass verges in the village should be retained and enhanced in new development proposals; and
- Development should consider the impacts on ecological areas in and around the villages especially in areas of identified priority habitat.

### 3.3.3 Gateways, focal and landmark buildings

Cambridge Road leading in to the village of Great Shelford is framed by a number of buildings that run parallel to the road, enclosing the street. The road rises up over the railway line creating a sense of arrival into the settlement on its western edge. Haverhill Road contains open boundaries with views across the rural landscape with buildings at Gog Magog Way forming the gateway into Stapleford. Granham's Road and Hinton Way are lined with mature hedgerows creating a rural enclosed character and enhancing the sense of arrival at Great Shelford.

High Green forms an important social and commercial focus, which articulates a sense of arrival into the village, with the War Memorial set in a small pocket of landscape surrounded by mature trees.

The Rose Public House in Stapleford on London Road, although restrained in its presentation of character features, creates a landmark building signalling the arrival into Stapleford.

Buildings on junctions often become landmarks such as those on the corner of Church Street and London Road or the building on London Road and Woollards Lane improve the legibility of the village. Equally cultural or religious buildings such as St Mary's Church become landmarks as well as forming important element of their heritage. Community buildings such as Stapleford Jubilee Pavilion for the community of Stapleford exhibiting modern materials and modern architectural design are also focal buildings.

#### Design Principles:

- The gateway created by the bridge at the beginning of Church Street over the River Cam and its well wooded setting should be retained and enhanced;
- There are opportunities for new development to contribute focal buildings which will enhance the villages legibility, so long as the design contributes to the villages character and distinctiveness without detracting from its intimate quality; and
- Gateways are also emphasised by features such as trees, woodlands and hedgerows marking the entrance and exit to the village. For example, along Cambridge Road on eastern and western approaches to both villages and they need to be retained and enhanced where possible.

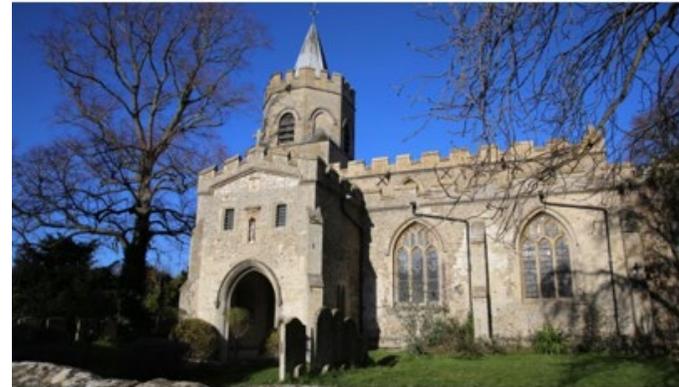


Figure 10 St Marys Church landmark building, Bridge Lane gateway and Cambridge Road gateway

### 3.3.4 Boundary treatments and street furniture

Central locations in Great Shelford exhibit buildings which have a mix of frontages, some which front straight onto the road and have little or no garden with front doors opening straight on to the footpath. Those with front gardens and boundary features demonstrate a range of boundary treatments using a diverse palette of materials including brick, stone, flint and timber. There are many examples of Cambridgeshire gault brick in low brick walls which enhance the village's distinctive character and are typical of South Cambridgeshire. These features complement the neighbouring buildings best when they share the same materials and style. Feature brick walls are also important elements of the character of the villages. The most disincentive wall is the 2m high flint wall with brick coping along London Road forming a defining feature within the landscape. Painted black metal railings to front gardens are also typical along Cambridge Road on the approach from Cambridge.



**Figure 11 Gault brick wall and painted black railing, hedgerow plating and short gault brick wall with hedgerow behind**

Hedgerows can be seen throughout the area and are maintained at various heights adding to the verdant quality of the villages. In some cases they are set back behind brick walls and provide seasonal interest and add to the verdant quality of the street scenes. Hedgerows within the central parts are often ornamental providing a range of textures and colours. Those hedgerows on the periphery of the villages and within the countryside are larger and often contain a variety of native species. These extend into the neighbouring countryside and play an important role in defining field boundaries and forming important habitats for local wildlife.

Notable character features of the area include

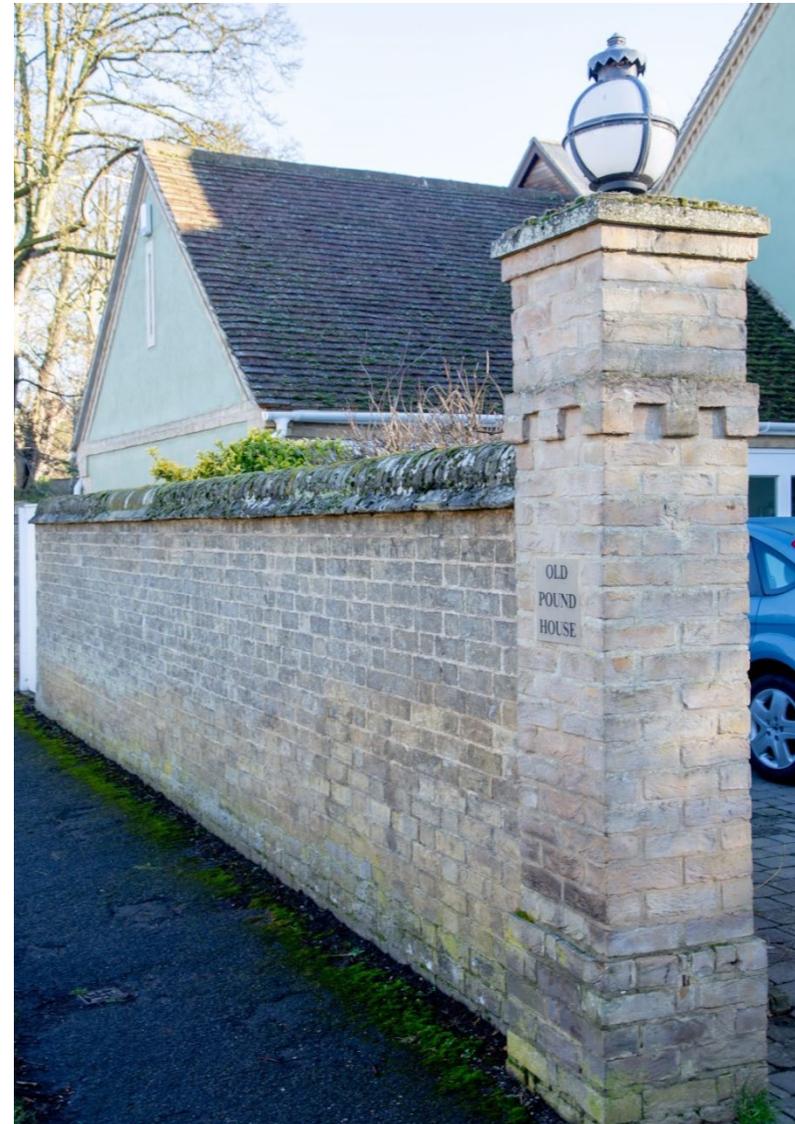
- St Mary's Church at Great Shelford has a flint and cobble brick wall framed with brick and topped with semi-circular coping;
- Gault brick walls with semicircle coping on with design details including red brick stretcher courses or bands, often seen with red brick patterns throughout the wall façades of both villages;
- Walls with projecting chamfered string courses;
- Examples of cast iron finger post signage of post-war vintage topped by a roundel;
- Timber bollards used to prevent parking on grass verges;
- Traditional cast iron street name plates remain, for example Kings Mill Lane;
- Historic street lights also remain in Kings Mill Lane and Woollands Road;
- Traditional post boxes and listed K6 telephone kiosks (15 High street and 10 Church Street);
- Buttress walls often in flint or brick;
- Gate posts and pier with sphere stone finials (78 High Street, Great Shelford); and
- Front gardens are delineated by traditional boundary treatments reflecting the character of the villages. For example hedgerows or brick walls to front gardens along Cambridge Road.



**Figure 12 A range of boundary treatments from both villages**

**Design Principles:**

- The ratio of building to garden in proposed development should reflect that of the existing dwelling. For example where front gardens are present on Cambridge Road this should be replicated in new neighbouring developments;
- New development should use boundary treatments which are common or complementary to the street and enhance the character of the respective village;
- The materials proposed for new boundary treatment should be of high quality, respond to the character of the buildings in the area and have strong attention to architectural detailing;
- Modern materials that complement the street scene may be appropriate where they enhance the local character;
- Boundary treatments should reinforce the continuity of the building line along a street; and
- Proposed street furniture needs to enhance the character and complement the existing historic street furniture including the lighting, seating and signage.



**Figure 13 – Gault brick wall with semicircle coping and sphere light mounted brick pier**

### 3.3.5 Buildings heights, layout and roof lines

The majority of buildings in both villages are residential, commonly two and half storeys high. A range of styles and plots sizes creates a mosaic of built form contributing to the village's sense of character. A variety of roof materials including, thatch and slate, often on high pitched roofs, are present on buildings on roads leading out of Great Shelford, such as Church Street.

A range of architectural styles and housing types are present in both Great Shelford and Stapleford. Hipped roofs, many with chimneys, are a consistent feature of the architecture of the villages and inform the characteristic of the area. Typical roof features such as chimney stacks, gables, and slate tiles form disinvited elements of the historic character of the villages. Lower density development forms a small proportion of the built form within Great Shelford. This is where a number of larger properties with larger footprints are set within larger grounds typically along private residential roads, for example properties along Woodlands Road. Woollards Lane vernacular is typical of a south Cambridgeshire village showing examples of slate roofs with the occasional timber frame and thatched roof such as Mow Cop Villas.

The centre of of Great Shelford has a more enclosed character as built form defines the boundaries of highways and footways. Front gardens are smaller or not present at all, creating a sense of enclosure. This design prevents views down meandering streets offering an intimate character and defines the sense of place. Great Shelford is more wooded than Stapleford with mature tree canopies adding to the character of the village.



Figure 14 These Villas on Tunwells Lane



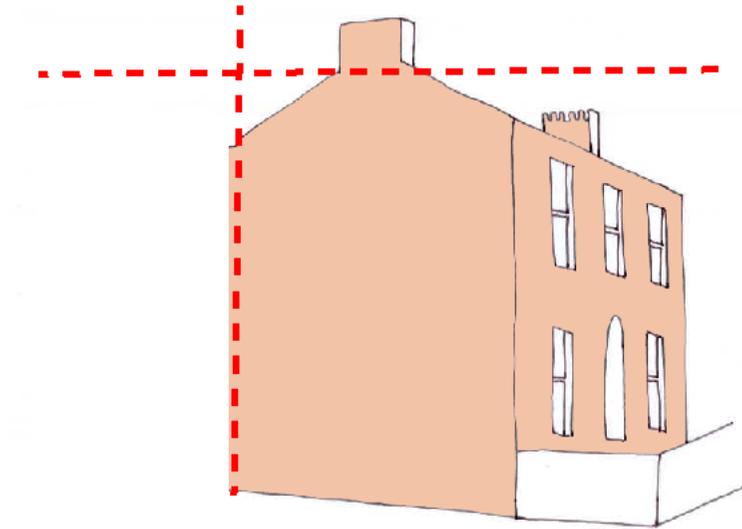
Figure 15 Solar panels on buildings on Bury Road, Stapleford

By contrast, Stapleford has a more open feel with larger front gardens, set back property lines and a lower density of development creating a more suburban character. This reduction in density of buildings increases the legibility of residential roads and provides wider views through the villages.

Within the rural parts of the Neighbourhood Area farmsteads and agricultural buildings congregate in small clusters within the agricultural landscape. These buildings are typically lower density and larger in size and form. Examples of this can be seen along Haverhill Road,



Figure 16 Typical plot sizes in Great Shelford and densities – Mingle Lane (left) and Woodlands Road (right)



**Figure 17 This above sketch shows the maximum height for extensions**

**Typical Features:**

- Large chimney stacks in brick, matching the façade of the house and often with multiple (terracotta) chimney pots;
- Dormers, sash windows and gables with timber frames and half timbering; Solar panels are evident on roof tops scattered throughout both villages;
- Typical roofing materials include clay pegtiles, thatch, clay tiles, modern concrete tiles, slate and clay pantile tiles with decorative ridge tiles; and
- New development proposals should be consistent with the variety of pitched roofs prevalent in both villages creating a varied roofline.



**Figure 18 Illustration showing typical 2.5 storey build heights**

**Design Principles:**

- Building heights should be limited to two and a half storeys unless through assessment it can be demonstrated that taller buildings will enhance the local character. Any identified impacts to the setting or neighbouring buildings should be mitigated;
- Good design should include adequate off street parking which does not dominate the front of the dwelling but is complimented by ample planted front garden space;
- The conversion of front gardens to driveways should be avoided;
- Applications (including for extensions) should provide contextual studies and precedent for new development in and around the conservation areas;
- Roofs should be mostly pitched and of plain tile, slate tile, concrete tile or thatch;
- Solar panels and roof mounted services should be located in discrete locations preferably not on the street facing side or façade of the building;
- Dormers should not be out of proportion with the original building. Materials and architectural detailing should respond to the type and scale of the host building;

- Redevelopment of rear plot development or infill development should be avoided where possible unless it can be shown to meet the design principles within this document;
- Extensions are more likely to be successful if they do not exceed the height of the original building. Two storey extensions should be constructed with the same angle of pitch as the existing roof;
- For developments over 9 units a diversity of frontage, scale and form of development will be the best way to creating a well-integrated development which fits into the existing urban fabric and compliments the existing character. Policy H9 from the Local Plan (SCDC Local Plan, 2018) point 3 states 9 units as the threshold for taking into account local circumstances in relation to housing mixes which would also form a good threshold for design;
- The location of bin storage and the parking of bicycles should be well considered as part of the design and be located in convenient but discrete locations; and
- Car parking should be located outside of shared surfaced areas, junctions and access points to private driveways. This will create more legible and safer streetscenes.



**Figure 19 Illustration showing the value a pavement adds to quality of the public realm**

### 3.3.6 Connectivity

Both villages are well connected to Cambridge and the wider area, for example via Shelford railway station and the M11. A network of smaller roads provides links to local villages and the rural countryside. Both serve valuable functions in providing good accessibility for Great Shelford and Stapleford. However, connections from the villages into the neighbouring countryside are limited. A designated route known as the DNA (a traffic free cycle route) provides the main form of cycle and pedestrian access through the rural landscape and is expected to form part of the Sawston to Cambridge Greenway.

#### Design principles:

- New public rights of way should connect to existing routes to improve the existing network of routes with the overall aim of improving the connectivity throughout the neighbourhood area;
- Cycle and pedestrian links should aim to improve connections with the neighbouring villages of Little Shelford and Hauxton as well as the southern edge of Cambridge;
- The DNA traffic free cycle way along the railway line should be retained and enhanced in any future development at Great Shelford;
- New pedestrian routes should provide natural surveillance and overlooking by neighbouring properties;
- There should be better pedestrian access to the River Cam, for example at the end of the Great Shelford Recreational Area;
- Improvements to existing or new Public Rights of Way could be achieved through a Community Infrastructure Levy (CIL) or Section 106 (S106) contributions;
- There should be a cycle and pedestrian routes through Kings Lane, Church Street, Woollards Lane and the recreation ground; and
- New development of more than nine units should provide safe attractive and well landscaped pedestrian routes to local facilities and public transport links.

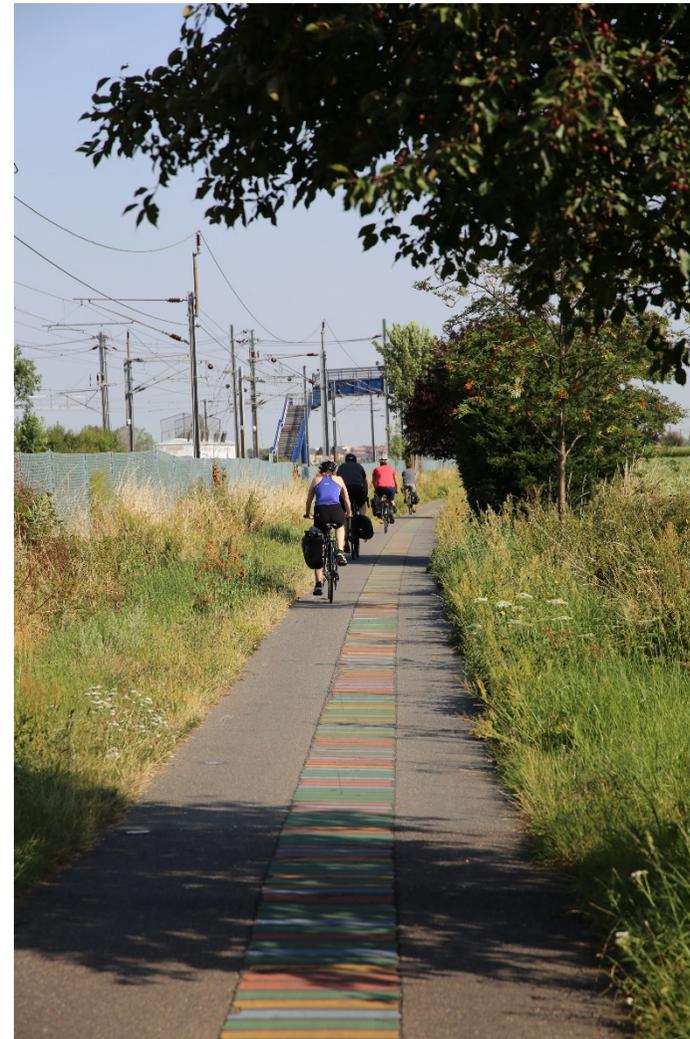


Figure 20 The DNA traffic free cycle route

### 3.3.7 Built form

A variety of architectural details and a range of materials form important elements of the historic character of the villages. Traditional materials comprise mainly gault yellow brick, red brick, painted render façades and some examples of timber frames. A common feature of some houses is their architecturally detailed porches with front doors framed by semi-circular architraves. A number of the buildings have single storey bay windows and symmetrical fenestration.

Rough cast render is a popular façade finish on a number of the existing buildings in the neighbourhood area.

Granham's Road and Haverhill Road cross rural parts of the neighbourhood area and contain larger buildings set within larger plots, typically with large drive ways and double garages.

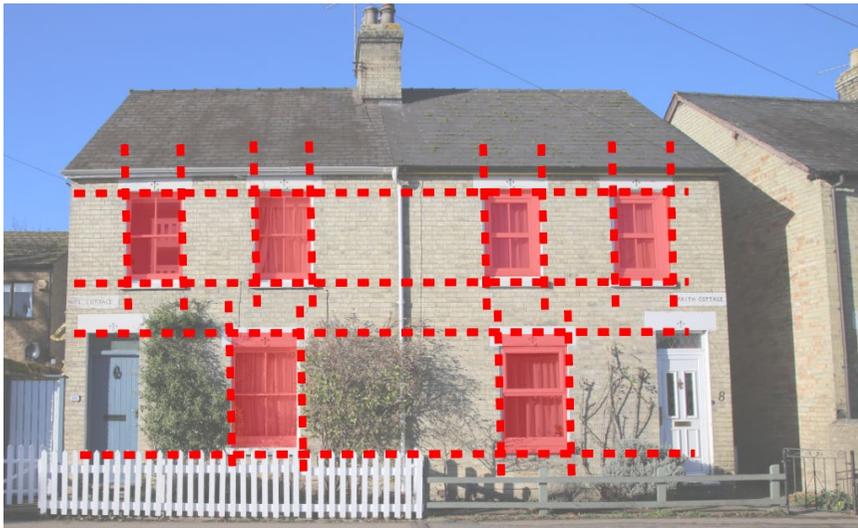


Figure 21 Symmetrical fenestration of terraced buildings

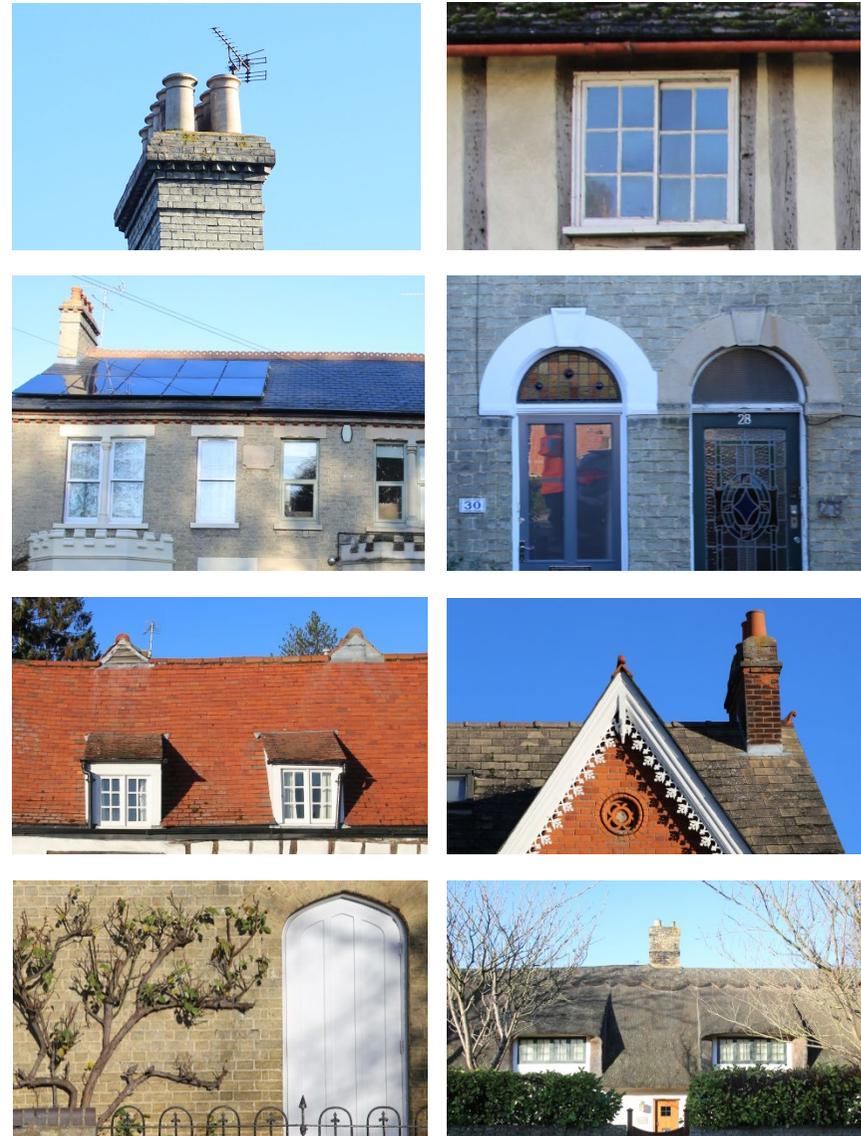


Figure 22 The above images are of successful architectural detailing which enhances local distinctiveness in both villages



**Figure 23** Above are examples of successful development and renovations (Old School Court, Great Shelford, 34 Mingle Lane and Granary, Stapleford)

In contrast some houses such as those on Headley Gardens are typical 1960 - 1980's infill development. They represent a formulaic and standardised use of architecture with simple façades and little detailing in the brickwork. Many houses use uPVC and aluminium window frames and bitumen roofing on single storey flat roof extensions which is less representative of the established character of Stapleford.

Gog Magog Way, Mingle Lane and other buildings along the northern edge of Stapleford share a consistent use of modern materials, often on bungalows set within large plots and hosting front and back gardens.

Old School Court Road is an example of modern residential terraced development where the architectural detailing and use of materials are in keeping with the character of the neighbouring streets. It provides a good precedent for future development.

An example of modern redevelopment of a historic building in Stapleford is the Granary on Bury Road. This example is where the architectural detailing and materials have been a success. Red brick lintels and fenestration set within yellow Cambridgeshire gault brick walls and lie within a well design landscaped grounds

bounded by a black estate railing. Both villages benefit from the focused retail area along Woollards Lane at Great Shelford.

**Design principles:**

- A strong materials palette distinctive to South Cambridgeshire should be incorporated into new proposals;
- Materials need to be high quality and reflect the vernacular and materials inherent in Great Shelford and Stapleford providing an authentic development which would enhance the local character. Concrete tiles, artificial slates, plastic and aluminium windows or doors, should be avoided;
- Proposed housing developments should include front gardens to maintain the open character of the streets and provide space for garden trees;
- New development should provide a mix of residential, commercial and recreational land uses. So far as they do not detract from the existing commercial or recreational outlets;
- New development proposals are likely to be more successful if they comprise high quality, traditional materials such as red, gault, gault yellow/white/grey brick and timber frame. should not stifle innovation as far as the design enhances the character of the area;



**Figure 24** Architectural detailing on High Street, Great Shelford

- Design should demonstrate an understanding of the historic context and complement the existing materials including architectural detailing;
- Development proposals should positively contribute to the setting of the Conservation Area and Listed Buildings through appropriate choice of architectural detailing. This principle should also apply to any future extension of the conservation areas;
- Historic shop fronts should be retained and enhanced where possible;
- Fenestration design should including vertical sash and casement windows;
- Proposals in rural areas should reflect the style and design of existing architecture represented in farmhouses, agriculture buildings, cottages and villas;
- Redevelopment and alterations of existing buildings should be sympathetic to the surroundings and need to contribute to the distinctiveness of Great Shelford and Stapleford;
- Architecture, massing and the form of buildings should be influenced by the regional character, of wider Cambridgeshire, as well as local examples;
- New buildings on the edge of the villages should be designed to minimise visual impacts, complementing the existing roofscape; and
- Architectural detailing in porches should be well integrated into the building to reflect the strong character and local vernacular.



Figure 25 A wide range of house types are present in both villages.

### 3.3.8 Views

One of the most prominent open views is experienced from Haverhill Road connecting Stapleford with Magog Down. There are panoramic views from this local high point at Magog Down Hills across an otherwise flat landscape. This area forms the most exposed and remote part of the neighbourhood area. Tree canopies of mature trees break up the roofscape of both villages subtly integrating the built form of the villages into the landscape. From this viewpoint recent development at Addenbrooke's Hospital contributes a number of prominent buildings on the skyline looking towards Cambridge.

The top photograph opposite is a representative view from Gog Magog Hills. The view shows the development at Chalk Hill which forms a prominent element within the views due to the lack of a soft edge to the countryside. The development has poorly considered its location on the rural edge of Stapleford and not provided a well landscaped buffer to reduce the visual impacts and allow for the new development to be integrated with the surrounding landscape.

The following views are important to appreciating the character of the villages and should be considered and conserved in future development: Granham's Road rises up to a local high point creating panoramic views over both villages and the adjacent countryside.

- Arrival along Cambridge Road to Great Shelford;
- Arrival along Church Street;
- Views west off Granham's Road;
- View from the DNA (traffic free cycleway) looking towards the villages;
- The openness of the settlement edges create views of the neighbouring rural countryside and often forms essential parts of a sense of arrival or departure from both villages;
- Safeguard views from The Hectare and other view points along Cambridge Road;
- Tree cover screens parts of the village with some roof tops and chimneys visible through. The tree cover contributes to the village's subtle integration into the surrounding landscape;
- Views from the end of residential roads off Cambridge Road for example The Hectare, More's meadow, Stonehill Road and Westfield Road; and

- Views from the DNA traffic free cycle route linking Great Shelford and the southern edge of Cambridge.



**Figure 26 (top) View from Gog Magog Hills (bottom) View north from The Hectare**

#### **Design Principles:**

- Visual assessments should be included as part of any application and consider the impacts of the proposals and suitable mitigation methods.
- Intervisibility with the surrounding rural landscape should be taken into consideration in future development proposals;
- New development should retain and enhance the views identified in the character appraisal;
- Views from within the recreation ground on Woollards Lane of Kings Mill should be retained;

- New development where building heights exceed that of existing development and alter the skyline should be accompanied by an assessment of the impact of the development on the skyline and views of both villages;
- Retain views into the village from Haverhill Road through good management of the adjacent hedgerow; and
- New development in Great Shelford and Stapleford should conserve views of the tower of St. Helen's Church, which is a distinctive local landmark.

### 3.3.9 Design Guide check list

Design Element	Description	Proposals consistent with design guide (yes / no)
<b>Street pattern and building layout</b>	Do the development proposals respect and respond to the historic pattern of development in the village?	
<b>Open space and public realm</b>	Do the development proposals contribute to the quality and provision of open space and public realm in the village?	
<b>Views</b>	Do the development proposals retain and emphasise identified important interconnecting views between the villages and the rural landscape?	
<b>Boundary treatment</b>	Do the development proposals use boundary treatments which are common or complementary to the street and reinforce the continuity of the building line?	
<b>Buildings heights and roof lines</b>	Do the development proposals respond to the context of the built environment with regards to the density, height and structure?	
<b>Architecture, materials and surface treatments</b>	Do the development proposals complement historic materials and architectural detail?	

## 4. Next steps and sources of further information

This report is intended to provide evidence to support the development of policies with respect to the design of future development within the Great Shelford and Stapleford Neighbourhood Plan. This section sets out some further actions that the group should consider.

- Good Design in Neighbourhood Planning:  
<https://neighbourhoodplanning.org/toolkits-and-guidance/good-design-neighbourhood-planning/>

Further technical support is also available to priority neighbourhood planning groups and forums through Locality, funded by MHCLG. The other packages of support currently available are:

- Establishing a Neighbourhood Forum
- Housing Needs Assessment (HNA)
- Site Options and Assessment
- Masterplanning
- Design including Design Codes
- Strategic Environmental Assessment (SEA)
- Environmental Impact Assessment (EIA)
- Habitats Regulations Assessment (HRA)
- Evidence Base and Policy Development
- Plan Health Check Review

Further information is available in the Neighbourhood Planning Grant Guidance Notes produced by Locality: <https://neighbourhoodplanning.org/about/grant-funding/>.

### 4.1.1 Embed guidelines into draft neighbourhood plan

The report can be used as evidence to support the forthcoming neighbourhood plan (and its draft policies) where the analysis highlights relevant issues and opportunities that can be influenced by land use planning interventions.

### 4.1.2 Engage with the council

The inputs from the District Council's policy and development management specialists would be invaluable in advance of formal consultation and submission. A Steering Group should consider how our recommendations can be transposed into policy through discussions with the District Council and use of the best practice guidance from Locality to prepare draft policies for consultation. A starting point would be Locality's 'Writing Planning Policies' guidance which sets guidance on how different planning policies are designed to achieve different things.

### 4.1.3 Ensure guides used in site development and application process

Ensure that applicants use the Design Guidelines and that the checklist in section 5 should be used to check this. Evidence should be provided where deviations from the Design Guides are proposed

## 5. References

Aerial photography of the site and wider area (Google Earth, [www.maps.google.co.uk](http://www.maps.google.co.uk) and [www.bing.com/maps](http://www.bing.com/maps)) Last visited 1<sup>st</sup> April 2019;

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Multi Agency Geographic Information for the Countryside (MAGIC) interactive mapping ([www.magic.gov.uk](http://www.magic.gov.uk)) Last visited 1<sup>st</sup> April 2019;

National Cycle Network mapping ([www.sustrans.org.uk](http://www.sustrans.org.uk)) Last visited 1<sup>st</sup> April 2019;

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Ordnance Survey Mapping at 1:25,000 scale;

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South Cambridgeshire District Council (SCDC) *Local Plan 2016 – 2032* (emerging policies);

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