

## APPENDIX 3

### LANDOWNERS DEVELOPMENT BRIEF FORMER OAKLAND SCHOOL SITE AND GLEBE FIELD, BAYSTON HILL

#### 1. INTRODUCTION

Shropshire Council, in its capacity as landowner, has prepared this Brief to guide developers drawing up proposals for the site of the former Oakland Primary School Site and adjacent Glebe Land in Bayston Hill. This document sets out the Council's and the Diocese of Lichfield's intentions for the future use of the site and also the requirements and expectations for development. The advice is given without prejudice to any decision made in the formal determination of a planning application by the Council as local planning authority.

#### 2. OPPORTUNITIES ARISING FROM DEVELOPMENT OF THE SITE

##### Community Facilities

The development of the Oakland and Glebe Field site offers the opportunity to enhance existing facilities, create new facilities, and relocate others. There is scope to improve the services offered to local people by bringing together a range of buildings and services into a more central, flexible community hub. For example:

- relocate the library into a new, purpose-built community building.
- provide a new office for the Parish Council.
- create a community café and space for community activities.
- improve the existing church layout and accommodation.
- improve car park provision.
- relocate the scout and guide building into purpose-built accommodation.
- broaden opportunities for residents of York House.

##### Open Space

It will be essential to provide an attractive, accessible setting for the new housing development, as well as creating open space and footpaths which will, in part, compensate for the loss of some of the current open space on the site. The final scheme should include:

- open grassed area(s) which could act as a focal point for new housing.
- a children's play area in a safe location.
- a footpath network to serve the site, and provision of important pedestrian and cycle links to the surrounding area.
- amenity areas and environmental corridors which would protect important trees and hedgerows.
- a sustainable drainage scheme to serve the whole site.

- the provision of a discreet, sheltered garden area to serve the needs of older people.
- the opportunity to enhance open space and public access provision off-site on land nearby, off Yew Tree Drive.

It will be important to design and locate the above facilities in a way that promotes a secure and safe layout for residents and the local community..

### **Housing**

The size of the site and its location offer the opportunity to build a range of house types to serve the needs of local people, and to offer different tenures. For example:

- private home ownership.
- shared ownership.
- sheltered and specialist accommodation for rent, including for older people and vulnerable adults.
- affordable housing.

The site layout and design should reflect the location of the site and its relationship to open space. The buildings should be set back from the boundaries of the site, and the retention of trees and hedgerows on the north-eastern, south-eastern and south-western boundaries of the site is required wherever possible.

## **3. THE SITE AND ITS SURROUNDINGS**

The site lies towards the eastern edge of the village of Bayston Hill, between Glebe Road and Lyth Hill Road. It is in two principal ownerships, and consideration is also being given to land at York House and adjacent to the Scout and Guide Building as part of the development scheme.

- (i) The former Oakland School site, owned by Shropshire Council, comprising 1.21 Hectares (2.99 acres).
- (ii) The Glebe Field and adjacent Church Land, owned by the Diocese of Lichfield, comprising approximately 1.67 Hectares (4.13 acres)

Overall, the site subject to this Planning Brief extends to 3.18 Hectares (7.87 acres), and the local site on which the current Library Building stands extends to 0.07 Hectares (0.17 acres)

The Oakland site includes the closed school buildings and hard standing, together with an open, grassed area to the rear. The Glebe Field is an open, grassed field. The north-eastern and south-eastern boundaries of the land are marked by hedgerow and mature (some veteran) trees, beyond which are the rear gardens of adjacent houses off Clarkefields and Lyth Hill Road.

At the western edge of the Glebe Field is a Scout and Guide Building and hedgerow, to the west of which are the rear gardens of houses off Eric Lock Road West. The northern edge of the Glebe Field is bounded by York House, a

home for adults with severe learning difficulties, and the end of the car park which serves Christ Church. Christ Church and an adjacent lawned area lie between York House and Glebe Road.

Vehicular access to the former School site is from Glebe Road, and various pedestrian accesses link through the overall site.

The Oakland Primary School closed in 2009, and the vacant site is now restricted to the public. The Glebe Field is owned by the Diocese of Lichfield, but has been used as informal open space. There are no formal public rights of way over either the Oakland or Glebe Field areas.

#### **4. PLANNING POLICY CONTEXT**

##### **Parish Plan**

At a very local level, the Bayston Hill Parish Plan, published in 2006 and reviewed in 2010, provides a detailed document for the local area which assesses the community's views, aspirations and Action Plan Issues. The documents provide valuable guidance on the community's present and future needs, however this is not a formally adopted Neighbourhood Plan. There are presently no proposals for the Parish Council to prepare a Neighbourhood Plan.

##### **General Policy Considerations**

Any planning application for residential development will be considered by the local planning authority having regard to policies of the Development Plan (consisting of the Shropshire Core Strategy and SAMDev Documents) and any other material considerations. This means that regard will be given to relevant national planning policy, and the adopted policies of the Shropshire Local Development Framework (LDF).

There are a number of key issues which will normally be considerations:

- the scale and type of development proposed, particularly with reference to the use classes involved;
- site location;
- justification in terms of need/benefits and consideration of alternative sites, particularly if the site is one which gives rise to policy issues;
- design and access;
- other environmental impacts;
- any other community and economic considerations.

Information will need to be provided on these matters in order to enable consideration of the proposed developments.

##### **Consultation**

Consultation will be carried out in accordance with adopted national and local policy. With a mind to this, the Council has conducted stakeholder involvement exercises prior to the preparation of this Planning Brief and submission of any

planning application. The adopted Shropshire Statement of Community Involvement (SCI) provides further guidance on pre-application public involvement in development proposals. The Shropshire Council Charter for Development Management also sets out standards for consultation on any planning application.

### **Adopted Core Strategy and SAMDev Policy**

Key policies are summarised below but applicants should check regarding the relevant policies applying at the time. Work has now commenced on the Local Plan Review, and a 'Call for Sites' has recently taken place as one of the initial stages in this review process.

### **Shropshire Core Strategy (Adopted February 2011)**

The Core Strategy sets out the Council's vision, objectives and spatial strategy to guide future development in the County together with strategic policies, including those for minerals and waste. The policies which are particularly relevant to current proposals for this site are set out below.

#### **CS1 Strategic Approach**

This policy sets out an overall development strategy for Shropshire with levels of housing and employment set out for each of the spatial zones. Shrewsbury (as a sub regional centre) will be the focus for development it is intended that the rural areas will become more sustainable through a "rural rebalance" approach, accommodating around 35% of Shropshire's residential development over the Plan period. Development and investment will be located predominantly in Community Hubs and Community Clusters, and will contribute to social and economic vitality.

#### **CS4 Community Hubs and Community Clusters**

CS4 states that within these settlements (which include Bayston Hill), development will be permitted which helps to rebalance rural communities by providing facilities, economic development or housing for local needs, and is of a scale that is appropriate to the settlement. Balanced housing development, of an appropriate scale and design that respects each settlement's distinctive character and is supported by improvements in infrastructure, will take place within the development boundaries and on sites allocated for development.

#### **CS6 Sustainable Design and Development Principles**

The policy requires that, 'development will be designed to a high quality using sustainable design principles, to achieve an inclusive and accessible environment which respects and enhances local distinctiveness and which mitigates and adapts to climate change'. All development proposals will need to achieve criteria set out in the sustainability checklist to ensure that sustainable design and construction principles are incorporated and that resource and energy efficiency and renewable energy generation are adequately addressed.

It is likely that this sustainability checklist will be developed as interim guidance to support the delivery of Policy CS6.

The policy also includes broad general development criteria and wide ranging safeguards to promote good design, community wellbeing, the protection of the natural and built environment, resources and existing facilities, services and amenities as well as consideration of infrastructure requirements.

### **CS8 Facilities, Services & Infrastructure provision.**

The policy seeks to protect and enhance existing facilities, and facilitate the provision of new facilities. Community facilities may include shops, doctors surgeries, libraries, pubs and some entertainment facilities such as cinemas. Therefore a proposal which provides some of these facilities for general community use may be considered to be positively contributing to this policy's aims

### **CS9 Infrastructure Contributions**

Development providing additional dwellings or employment premises is expected to make contributions to local infrastructure as prioritised in that policy. Infrastructure is considered to include affordable housing.

### **CS11 Type and Affordability of Housing**

The policy states that to meet the diverse housing needs of Shropshire residents and to create mixed, balanced and inclusive communities, an integrated and balanced approach will be taken with regard to existing and new housing, including type, size, tenure and affordability. This will be achieved by seeking housing developments which help to balance the local housing stock, seeking the relevant target of and contribution towards local needs affordable housing, ensuring that all housing developments are capable of adaptation to accommodate lifestyle changes and to achieve the Lifetimes Homes standard, and by supporting the provision of housing for vulnerable people and specialist housing provision including nursing homes, residential and extra care facilities in appropriate locations and where there is an identified need.

### **CS17 Environmental Networks.**

This policy states, 'Development will identify, protect, enhance, expand and connect Shropshire's environmental assets, to create a multifunctional network of natural and historic resources. Development is expected to contribute to local distinctiveness and protect the quality of the natural and built environment.'

### **CS18 Sustainable Water Management**

The policy requires developments to integrate measures for sustainable water management.

## **Site Allocations and Management of Development (SAMDev) Plan (Adopted December 2015)**

This document sets out the role of identified settlements and allocates sites for development to meet the land requirements and other objectives of the Core Strategy. It also sets out detailed development management policies to

complement strategic policies in the Core Strategy, thus seeking to guide the management and delivery of future housing, retail and employment and other types of development in the County. Policy MD2 Sustainable Design, and MD3 Managing Housing Development are particularly relevant to housing development proposals.

Following the Examination Phase in 2014/15, the SAMDev Plan was finally adopted in December 2015. The following policy relates specifically to Bayston Hill:

**Policy S16.2(ii) Bayston Hill**

Bayston Hill is a Community Hub with a housing guideline of around 50-60 additional dwellings over the period to 2026, where development by infilling, groups of houses and conversion of buildings may be acceptable on suitable sites within the development boundary identified on the Policies Map. The retention of the gap of undeveloped land between Bayston Hill and Meole Brace, Shrewsbury remains an important objective of the strategy for the village. The development of the village is also constrained by the presence of the A49 running through the village, and the major quarry to the east. The provision of affordable housing has been identified by the Parish Council as a priority requirement.

**Shropshire LDF Supplementary Planning Documents (SPDs)**

Supplementary Planning Documents (SPDs) are intended to expand upon policy or provide further detail to policies in adopted Development Plan Documents (DPDs).

The Type and Affordability of Housing SPD is relevant to all types of residential development, providing detailed guidance to assist in implementing a number of Core Strategy policies. The SPD seeks to ensure the provision of a mix of good quality, sustainable housing development of the right size, type, tenure and affordability to meet the housing requirements of all sections of the community. This is currently under review.

All new market housing developments are required to make a contribution towards the provision of affordable housing in accordance with Core Strategy Policy CS11. Planning applications will be subject to one of three rates shown in the 'housing zones with parish boundaries map and within this Bayston Hill location, the development would currently be subject to a rate of 15%.

**National Planning Policy**

The National Planning Policy Framework (NPPF) was published in March 2012 and provides guidance on a wide range of issues. The NPPF is a significant material consideration in the determination of planning applications.

**5. DEVELOPMENT CONSIDERATIONS**

- **Archaeology, Historic Environment and Design issues**
  - i. The Shropshire Historic Environment Record identifies no potential archaeological constraints within the site as of June 2017.

- ii. The site does not have any known historic environment constraints, and is sufficiently distant from Conservation Areas and Listed Buildings, therefore it is envisaged that the impact of the development on the historic environment will be minimal.
- iii. The design and layout should reflect locally distinctive styles and use vernacular materials.

- **Access, Parking and Highways Considerations**

- i. Glebe Road is the main vehicular route adjacent to the site. When the Oakland Primary School was operational, vehicles and pedestrians accessed the site directly off Glebe Road. This was a busy site in its former use and it is envisaged that the proposed scheme will be less impacting.
  - ii. Eric Lock Road West lies to the west of the Glebe Field. There is no vehicular access to the Glebe Field from Eric Lock Road West, although the scout and guide building in the south-west corner of the Glebe Field is accessed from here.
  - iii. Highways officers support the principle of a residential scheme, and consider that a single point of access to the whole site off Glebe Road, approximately in the position of the old school access, would be acceptable. It is also considered that a secondary vehicle access point off Eric Lock Road West would be feasible. However, a through vehicle route linking the two access points would not be supported.
  - iv. Pedestrian links within the site, and linking it to the neighbouring roads, would need to be carefully designed and planned to ensure full access for the local community. There would be a requirement for a pedestrian link to Eric Lock Road West, irrespective of whether a vehicle route was provided, and a pedestrian link to Lyth Hill Road should also be maintained, although no vehicle access would be allowed.
  - v. An assessment of current and future parking needs will be required, in particular the parking needed for Christ Church, plus the parking requirements of new community facilities on the site, including the relocation of the library. New houses on the site would require two parking spaces per dwelling.
  - vi. Public transport in the area is currently provided by a frequent bus service along Glebe Road, which serves both Bayston Hill and Shrewsbury town centre.
  - vii. A Transport Statement should be submitted with any detailed planning application. This will consider baseline traffic data; the existing site use and means of access, and proposed access; trip generation and distribution by mode of transport; consideration of sustainable means of travel; the proposed parking strategy; and the transport implications of construction traffic.
  - viii. All parking areas within the site should be suitably surfaced, clearly marked and well lit.
- **Trees**
  - i. Two Tree Preservation Orders exist protecting important amenity trees on the school site and on the boundary of the Glebe Field. Two of the trees from the 2013 Order stand on the Glebe Road frontage and their siting will guide the position of any new access.

- ii. An arboricultural implication assessment, prepared in accordance with British Standard BS 5837: 2012 'Trees in Relation to Construction', is required to be submitted with any application for planning permission.
- iii. The assessment should include details of all trees on site or on adjacent land where they may be affected by the development. The assessment must include a tree survey, tree constraints plan, tree protection plan and arboricultural method statement. It will be expected that provision is made to retain and incorporate significant trees with a current or potential high public amenity value into the design and layout of the site. Where trees are retained it must be demonstrated that they can be suitably protected during the development and where they are removed, reasoned justification for this should be given along with any proposed mitigation measures.
- iv. This information will allow the Planning Authority to properly assess the implications of the proposed development on any trees on or adjacent to the site and the impact that this may have on the public amenity of the area.
- v. Opportunity is being sought to enhance, as appropriate, the long term tree cover on the site through new tree planting in accordance with BS 8545:2014 'Trees – from Nursery to Independence in the Landscape'. The retention or planting of large canopied, long-lived trees is encouraged where suitable to maximize the landscape and environmental benefits.

- **Ecology**

An Extended Phase 1 Survey has been undertaken at the site, considering any potential or existing Protected Species issues. Following this initial survey, further detailed surveys were commissioned to assess the potential for reptiles and bats. The Report forms a supporting document for the Planning Brief, and the recommendations of the report should be adhered to in any development proposals.

- **Ground Conditions/Land Contamination**

There are no known land contamination issues associated with the site.

- **Flood Risk and Drainage Matters**

- i. The site is located within Flood Zone 1, i.e. the site has a less than 1 in 1000 annual probability of flooding, and there are therefore no known Flood Risks from watercourses
- ii. Any residential development proposals should be supported by a sustainable drainage scheme for the site, and the Shropshire Council document 'Surface Water Drainage Interim Guidance for Developers' which can be viewed on the Council's website, sets out the requirements
- iii. A public foul sewer runs through the site, and this will need to be taken into account within any site layout
- iv. Localised Surface Water Flooding exists in specific areas of the site, and mitigation measures should be incorporated within the final development scheme

- **Public Rights of Way and Open Space Provision**

There are no Definitive or Recorded Public Rights of Way affecting this site. There is, however, pedestrian access from Lyth Hill Road, and also informal

pedestrian routes from Glebe Road alongside the school site and across the Christ Church car park to the Glebe Field. None of the site is designated as public open space. However the Glebe Field is used as an informal open space by local residents, in particular for dog walking. The scouts and guides also use the Glebe Field for outdoor activities.

There will be a requirement to provide good, safe pedestrian links throughout the site and to neighbouring roads. Where appropriate or necessary, these will be designated as public rights of way.

The loss of the Glebe Field as an informal open space is an important issue for some local residents. Planning policy requires that new developments should include open space in line with the Open Space Interim Planning Guidance (2012). However, this should be treated as a *minimum* requirement, and provision within the site should have regard to the needs of nearby residents as well as the occupiers of new houses on the site. Consideration will also be given to off-site provision by enhancing the open land owned by the Diocese of Lichfield off Yew Tree Drive. This land is within 250 metres of the Glebe Field on the edge of the village, and is already crossed by a public right of way

- **Utilities**

All mains services are understood to be available in the vicinity of the site, however developers/bidders should conduct their own enquiries.

## **6. PLANNING APPLICATION REQUIREMENTS**

6.1 An outline planning application will be accepted for this site with later approval of Reserved Matters required

6.2 The following sets out the minimum requirements for submission of an outline planning application at this location:

- **Appropriate planning application forms and fee**
- **Location Plan**
- **Illustrative site layout plan**
- **Illustrative landscaping proposals** should accompany the outline planning application, and a full Landscaping scheme including hard and soft landscape proposals and schedules and proposals for boundary treatments will be required at Reserved Matters Stage.
- **Design and Access Statement**
- **Transport Statement**
- **Drainage Details, to include Surface Water Management Proposals**
- **Arboricultural Implication Assessment**
- **Ecological Survey**  
An Extended Phase 1 Survey Report will be required
- **Statement of Community Involvement**
- **Copy of adopted Planning Brief**
- **Details of any Off Site Proposals**

- **Design Constraints and Opportunities Appraisal** To include appropriate boundary treatments, landscaping and building materials and details of design and finishes based on locally distinctive traditional fabric and form.
- **CIL and Affordable Housing Calculations**

## 7. FINAL SUMMARY

This Planning Brief sets out the range of development opportunities and overall guidance for the formulation of a planning application for the former Oakland School and Glebe Field site, and following ongoing Public Consultation with the Local Community, now forms a key document, which has been adopted by Shropshire Council as formal guidance. The Concept Plan which accompanies the Planning Brief presents an indicative scheme to guide future developers as more detailed planning proposals emerge.

It is intended that the Planning Brief will support any future outline planning application for the site, providing a basis for more detailed design proposals and guidance to emerge. An illustrative master plan and site layout will also accompany the outline planning application to further demonstrate how the site could be developed and to indicate locations for key community facilities.

The Brief is endorsed by the Oakland School Site and Glebelands Steering Group, with the final version agreed following the Group's meeting on 27 April 2017.

June 2017  
JK/JP

CONFIDENTIAL