

Committee and date

South Planning Committee

19 May 2015

Development Management Report

Responsible Officer: Tim Rogers

email: tim.rogers@shropshire.gov.uk Tel: 01743 258773 Fax: 01743 252619

Summary of Application

Application Number: 15/01054/REM Sibdon Carwood Parish:

Proposal: Approval of Reserved Matters (appearance, landscaping, layout and scale) pursuant to outline application 14/01645/OUT for the erection of 25 no. affordable dwellings

Site Address: Proposed Development, Land West of Watling Street, Craven Arms

Shropshire

Applicant: Shropshire Housing Group

Case Officer: Graham French email: planningdmse@shropshire.gov.uk



© Crown Copyright. All rights reserved. Shropshire Council 100049049. 2011 For reference only. No further copies may be made.

Recommendation:- Grant Approval of reserved matters subject to the conditions set out in Appendix 1.

REPORT

1.0 THE PROPOSAL

- 1.1 Background: The South Planning Committee resolved to grant outline planning permission for an affordable residential development on the site at the November 2014 meeting. Outline planning permission was subsequently issued on the 17th February 2015 and contains a number of planning conditions. Some of these require the submission of additional information and form the subject of a separate discharge of conditions application (15/01588/DIS). This has recently been submitted and should be read in conjunction with the current application.
- 1.2 The principle of residential development on this land with access off Watling Street has been established and cannot be re-visited in the consideration of this reserved matters application. The outline planning permission relates to the erection of up to 25 affordable dwellings with gardens and 50 parking spaces, including the necessary access and curtilage provisions. All other details including scale, appearance, layout and landscaping form the subject of the current reserved matters application.
- 1.3 The layout of the proposed development follows the principles of the indicative master plan submitted with the outline application. The proposed housing is a mix of 1,2 & 3 bedroom housing. A small proportion of which will be flatted accommodation. The proposed mix is as follows. Numbers in brackets denote the original outline housing mix:
 - 1 Bedroom Flats x 4 (4) (59.1 sq m)
 - 1 Bedroom House x 4 (4) (55 sq m)
 - 2 bedroom bungalow x 4 (4) (65.5 sq m)
 - 2 Bedroom House x 8 (10) (75 sq m)
 - 3 Bedroom House x 5 (3) (87 sq m)
 - Total Dwellings = 25
- 1.4 The site plan shows 21 houses accessed by an adopted road off Watling Street to the north of the existing dwellings. A further 4 dwellings would be accessed by a private drive to the south of the existing dwellings. The houses would be set back from Watling Street and the new adopted road by private drives. The Shropshire Way public footpath would continue to run through the western section of the site, from Watling Street to the north-western corner, but it is proposed to divert the footpath and enhance the route though the site.
- 1.5 A landscaping plan accompanies this application. A substantial landscaping zone of planting has been proposed on the western side of the site with the intention of screening views into the site from the Shropshire Hills AONB. All new external amenity areas would be well maintained under a landscape management plan agreed and provided by the applicant. The proposed single storey accommodation has been sited along the Southern boundary again to reduce the impact on the surrounding environment. Further detailed landscaping is proposed along other boundaries.



Plan 1 – Proposed layout

- 1.6 Most properties would have two parking spaces. The front boundaries between properties will be clearly defined. The rear gardens are to be turfed whilst any garden space to the front of the proposed will predominantly consist of turfed lawn with areas of shrubs, small trees and paving. New boundaries between the dwellings will consist of 1.8m & 1.2m high close boarded fence. Demarcation between areas of private ownership and public open space will be fenced with riven fencing to enhance the semi-rural feel.
- 1.7 There would be a variety of design features in the dwellings, including corbelled brick band courses, brick sills and arched window heads. Elevational treatments include a variety of brick and render finishes, forward facing gables and lean-to roofs to ground floor projections. Rendered panels would either face onto Watling Street to reflect the existing housing stock or into the site to reduce the visibility from AONB. Rendered panels would either face onto Watling Street to reflect the existing housing stock or into the site to reduce the visibility from AONB. Entrance canopies with large profile timbers would be provided to main entrances through-out to afford sheltered access to the properties (Plan 3).
- A Design and Access Statement accompanies the application, along with other documents to address conditions on the outline application which can only be formally considered through the submission of a separate discharge of condition application.



Plan 3 – Photomontage of the site from Watling Street

2.0 SITE LOCATION/DESCRIPTION

- 2.1 The application site is an identified SAMDev affordable housing exceptions site (CRAV002), located on agricultural land to the west of Watling Street. It is adjacent to the western development boundary of the town of Craven Arms and to the east of the hamlet of Sibdon Carwood.
- 2.2 The 1.28 hectare site is currently farmed in arable crop rotation and is surrounded by agricultural land to the north, south and west. It surrounds two semi-detached dwellings 'Sunningdale' and 'Castle View' and is located to the west of the Roman Downs residential development.
- 2.3 The site lies within a 10% Affordable Housing Zone. The Shropshire Hills Area of Outstanding Natural Beauty lies in close proximity to the east and west of the site. The Shropshire Way public footpath currently runs across the site. Craven Arms has good public transport links with a railway station and bus service linking it with Ludlow and Shrewsbury.

3.0 REASON FOR COMMITTEE DETERMINATION OF APPLICATION

3.1 The application has been referred back to committee at the reserved matters stage as a requirement of the committee resolution on the outline application.

4.0 Community Representations

- Consultee Comments

- 4.1 Sibdon Carwood Parish Coucilhifnal Town Council Object:
 - 1. We note that details satisfying Conditions 4, 5 and 6 have yet to be submitted and require approval from the Committee before the development commences. We await details of these proposals. We are particularly concerned about the surface water and drainage issues and please do note the comments made by Mrs Aplin on the website.
 - 2. The height of the proposed houses is very high.
 - 3. The SCALE of the development in open countryside is not in keeping with this small, rural parish
 - 4. There are no details of the colour of the proposed tiles, brickwork and render which are obviously crucial to the appearance of the houses.
 - 5. The landscaping buffer zone should include some trees which will mature to a height to attempt to mask the view of the development from the Shropshire Hills and the AONB.
 - 6. The proposed screening of the development as viewed from the Shropshire Way, (on page 5 of the Munro Associates report), shows only a low hedge which would not screen the houses from anything.
 - 7. The diversion of the footpath, 'Wart Hill Wander' will not --"enhance" the route and will be to the detriment of all walkers.
 - 8. In point 2.3 of Berrys report it says the site has been identified as a "suitable and sustainable location for the development of affordable homes". As the developer would be responsible for the improvements needed to be made to Watling Street we would argue that the cost of carrying out all reserve matters would make this development neither suitable nor sustainable.
 - To conclude we object strongly to the appearance, landscaping and scale of this whole proposed development, as we have done consistently since 2007.
- 4.2 <u>SC Highways Development Control</u> No objections were raised at the outline stage when the proposals to extend the existing 40mph speed limit along Watling Street were supported. It was advised that a contribution to cover the cost of a traffic regulation should be secured through the Section 106 Agreement. The internal layout at the outline stage was considered to be acceptable in highway terms. Any further comments on the current reserved matters application will be reported verbally.
- 4.3 <u>SC Drainage Comment</u>: No drainage details, calculations and plan as requested in our Drainage Comments dated 24 April 2014 under outline application 14/01645/OUT have been provided for comment.
 - (Note: These are included in a separate reserved discharge of conditions application which SC Drainage has been consulted on)
- 4.4 <u>SC Waste Management</u>: It is vital new homes have adequate storage space to contain wastes for a fortnightly collection (including separate storage space for compostable and source segregated recyclable material). Also crucial is that they have regard for the large vehicles utilised for collecting waste and that the highway specification is suitable to facilitate the safe and efficient collection of waste. Any access roads, bridges or ramps need to be capable of supporting our larger vehicles which have a gross weight (i.e. vehicle plus load) of 32 tonnes and minimum single axle loading of 11 tonnes.
- 4.5 <u>SC Affordable Housing</u> No objection: The development offers a range of affordable housing sizes which meets some of the current need in the local area.
- 4.6 <u>SC Trees</u> No objection: There are no significant tree issues associated with his site but

the Tree Service did comment on the landscape plan submitted with application 14/01645/OUT. The revised landscape plan is satisfactory and the tree service is happy to recommend that this reserved aspect of the application could be discharged.

- 4.7 <u>SC Rights of Way</u> No objection. An application has been received to divert as section of the Shropshire Way which crosses the development site. This will progressed in the near future.
- 4.8 <u>SC Archaeology</u> No comments received.
- 4.9 <u>SC Conservation</u> No comments received.
- 4.10 SC Ecology No comments received.
- 4.11 <u>SC Learning & Skills</u> No comments received.
- 4.12 SC Parks And Recreation No comments received.

Public Comments

- 4.13 Seven public objections have been received. The full text of the objections may be read on the Council's web site. The main concerns listed are as follows:
 - will ruin quality of life;
 - inappropriate development in countryside / effect on AONB;
 - development is out of scale with a small parish;
 - will reduce house value:
 - will cause light pollution;
 - we cause noise pollution;
 - will increase traffic and impact on road / pedestrian safety, concerns about existing road safety;
 - will affect privacy;
 - will affect insurance premiums;
 - will increase crime:
 - plots within the town should be developed before an exception site;
 - precedent for further development in Sibdon Parish;
 - questioning the affordability and marketability of the houses;
 - effect on agricultural land;
 - concerns about drainage and sewerage capacity and strain on emergency services;
 - lack of employment opportunity in Craven Arms;
 - effect on Watling Street businesses reliant on rural location;
 - effect on users of The Shropshire Way.

5.0 THE MAIN ISSUES

Principle of development Siting, scale and design of structures Landscaping and Ecology Open Space Residential Amenity

Highway Safety Housing Mix

6.0 OFFICER APPRAISAL

Principle of development

6.1 The principle of residential development on this site with access from Watling Street has been accepted with the grant of outline planning permission 14/01645/OUT. The precise details of surface water drainage, highway / junction construction / design and landscaping are all matters covered by pre-commencement conditions on the outline consent requiring the approval of details by the local planning authority. A discharge of conditions application to cover these matters (ref 15/01588/DIS) is currently under consideration. The matters for consideration in this reserved matters application are solely those relating to the layout, appearance, scale and landscaping arrangements within the application site.

Siting, scale and design of structures

- 6.2 The National Planning Policy Framework (NPPF) at section 7 places an emphasis on achieving good design in development schemes. It advises at paragraph 60 that planning policies and decisions should not attempt to impose architectural styles or particular tastes and they should not stifle innovation, originality or initiative through unsubstantiated requirements to conform to certain development forms or styles. It adds however that it is proper to seek to promote or reinforce local distinctiveness. The themes of the NPPF are reflected in Core Strategy policy CS6 which seeks to ensure that all development is appropriate in scale, density, pattern and design taking into account the local context and character, and those features which contribute to local character. Policy CS17 also sees to protect and enhance the diversity, high quality and local character of Shropshire's natural, built and historic environment.
- 6.3 It is considered that the development would provide an appropriate mix of housing types and the design of the properties would be appropriate for this location. The predominant use of brick and tile, with some render and tiled canopies would reflect features found in this local area on the edge of Craven Arms. The inclusion of short projecting front gables to some dwellings, and chimneys on plots at focal points within the development and arched window heads would add variety and interest to the street scene. The dwellings, featuring dormers, forward facing gables, lean-to roofs to ground floor projections and changes in ridge heights would also add to the variation within the development. In addition, there would be variations in the positioning of dwellings, including a significant set back from Watling Street behind hedging and internal access roads. The shared surface road areas with curving road sections would also enhance the street scene.

Landscaping and ecology

- 6.4 Core Strategy policies CS6 and CS17 seeks to ensure developments do not have an adverse impact upon protected species, and accords with the obligations under national legislation. At the outline stage the Council's Planning Ecologist was content that the development would not harm ecological interests and it is considered that the proposed landscaping scheme would deliver an ecological enhancement for the area.
- 6.5 Core Strategy policies CS6 and CS17 also seek to protect and enhance those features which contribute to local character, which includes the hedgerows around the application

- site. No mature trees would be affected. The County Arboriculturalist has no objection to the updated tree and hedge planting proposals within the landscaping scheme which is considered appropriate for this location.
- 6.6 Objectors have expressed concern amongst other matters that the proposals would have an adverse impact on the setting of the AONB 650m to the west. The principle of the development was established by the outline application. However, the applicant has provided a photomontage as part of the current application which shows how the proposals would appear from a nearby viewpoint on elevated land within the AONB. This highlights the screening effect of intervening vegetation and the effect of the proposed planting on the site's western margin. The proposal to place single height dwellings on the site's western margin also provides further visual mitigation for views from the nearest parts of the AONB. It is not therefore considered that there would be any unacceptable impact on the AONB.
- 6.7 It is considered that the proposed development would be appropriate in scale, density, pattern and design as required by Core Strategy policy CS6. It is not considered that the development would detract from the quality of the built environment or landscape setting to this part of Craven Arms, including views from the AONB. The proposal also therefore satisfies Core Strategy policy CS17.

Open Space

- 6.8 The Council adopted in January 2012 Open Space Interim Planning Guidance. This guidance has been updated and is being incorporated into the emerging Site Allocations and Management of Development Plan (SAMDev) in policy MD 2 which advises that the amount of public open space to be provided by a residential development should be calculated on the basis of 30 sqm per bedroom. The existing and emerging guidance allows for sustainable urban drainage (SuDS) areas to be counted as part of the open space in a development where they are shown to be capable of dual use. In this particular case the open space requirement is met by the proposed site layout and landscaping scheme.
- 6.9 The application confirms that the landscape / open space areas would be maintained by the applicant as part of the overall maintenance schedule for this affordable housing development.

Residential Amenity

- 6.10 Core Strategy policy CS6 seeks to safeguard residential amenity. There are 2 existing semi-detached properties at the centre of the site off Watling Street. It is considered that the layout of the proposed properties has been sensitively designed to protect the amenity of these existing properties. Two proposed bungalows (plots 3 & 4) face towards the garden of Sunningdale (the southern existing property), but with a separation of 20m and existing and proposed vegetation in the intervening area. It is not considered that there would be any overlooking or shading issues. Plot 2, a 2 storey property, is 18m from the façade of Sunningdale, but the principal windows face east and west, away from Sunningdale. Obscure glazing would be used for the north elevation so privacy is preserved. Privacy is maintained between plots 1&2 and 3 by the right angled orientation and use of obscure glazing on subordinate elevations.
- 6.11 The same general relationships apply between Castle View (the northern existing property) and the proposed dwellings. Plot 13, a smaller 2 storey property, is 3.7m from

the rear garden of Castle View, but principal windows face to the east and west, away from the garden. A small ground floor window facing the garden would be obscure glazed. The side elevation of Plot 18, a 2 bedroom 2 storey property is 6.5m from the garden of Castle View. Two small windows would face south towards the garden, but would be obscure glazed so there would be no overlooking. Nor would there be any shading issues given that Plot 18 is located to the north of Castle View. The principal windows of plots 14, 15 face those of plots 16 and 17. These are all 2 storey semi-detached dwellings. However, there is a separation distance of 20m which complies with generally adopted separation criteria.

- 6.12 The location of the open space area, which would include a landscaped buffer along its western boundary, would not significantly impact on the living conditions of nearby properties. There would be no residential amenity conflicts in terms of unacceptable overbearing or privacy impacts within the development itself. The positioning and orientation of the proposed dwellings would ensure there would be no undue harm to the residential amenities of properties in the proposed site layout.
- 6.13 Building works within the site may cause some disturbance to adjoining residents. It is recommended that this issue is addressed by a condition restricting hours of working to 07.30 to 18.00 hours Monday to Friday; 08.00 to 13.00 hours Saturdays and not on Sundays, Public or Bank Holidays to mitigate the temporary impact (included in Appendix 1).

Highway Safety

- 6.14 The NPPF seeks to promote sustainable transport and states (para 32) that decisions should take account of whether safe and suitable access to the site can be achieved for all people and whether: "- improvements can be undertaken within the transport network that cost effectively limit the significant impacts of the development. Development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are severe." Core Strategy policy CS6 also seeks to ensure that proposals likely to generate significant levels of traffic be located in accessible locations, where opportunities for walking, cycling and use of public transport can be maximised and the need for car based travel reduced.
- 6.15 Concerns have been expressed by the Parish Council and some local residents about the impact of the development on highway safety at Watling street. However, Highways Development Control did not object to the proposals, subject to a legal agreement covering the costs of a traffic order to extend the existing 40mph speed limit on Watling Street. This agreement has since been completed. The amount of internal car parking proposed for the dwellings would satisfy relevant parking standards. The exact detail of road and junction construction is the subject of a separate discharge of conditions application which is currently under consideration. Officers would note that the highways design submitted in connection with that application is compliant with relevant standards.

Housing Mix

6.16 The housing mix is described in section 1.3 above. The Council's Affordable housing team are content with the mix, positioning and tenure of the affordable housing units within the proposed development. It is considered that the mix of development proposed would be in accordance with Core Strategy policy CS11, which seeks to achieve mixed, balanced and inclusive communities.

Other matters

6.17 Detailed drainage proposals for the site have been provided as part of the discharge of conditions application which is currently under consideration. Footway construction for the proposed upgraded right of way and an archaeological written scheme of investigation have also been provided. The current reserved matters application has been referred to committee as a requirement of the previous committee resolution. The Council's scheme of delegation allows discharge of conditions applications to be determined under officer delegation. Officers will however update the Parish Council on the status of the discharge of conditions application.

7.0 CONCLUSION

- 7.1 The principle of an affordable residential development of 24 dwellings on this land, along with the access arrangements off Watling Street has been accepted with the grant of outline planning permission 14/01645/OUT. The proposed scheme would not detract from the wider landscape setting of Craven Arms and the AONB in terms of layout, scale, appearance and landscaping. The amount of public open space within the development would comply with the Council's interim planning guidance. The design of the internal road network would not be detrimental to highway safety and the amount of off road parking would accord with relevant standards. The design of the proposed development would have no significant impact on neighbour amenity and would deliver much needed mix of affordable housing for the locality.
- 8.0 Risk Assessment and Opportunities Appraisal

8.1 Risk Management

There are two principal risks associated with this recommendation as follows:

- As with any planning decision the applicant has a right of appeal if they disagree with the decision and/or the imposition of conditions. Costs can be awarded irrespective of the mechanism for hearing the appeal, i.e. written representations, hearing or inquiry.
- The decision may be challenged by way of a Judicial Review by a third party. The courts become involved when there is a misinterpretation or misapplication of policy or some breach of the rules of procedure or the principles of natural justice. However their role is to review the way the authorities reach decisions, rather than to make a decision on the planning issues themselves, although they will interfere where the decision is so unreasonable as to be irrational or perverse. Therefore they are concerned with the legality of the decision, not its planning merits. A challenge by way of Judicial Review must be made a) promptly and b) in any event not later than six weeks after the grounds to make the claim first arose.

Both of these risks need to be balanced against the risk of not proceeding to determine the application. In this scenario there is also a right of appeal against non-determination for application for which costs can also be awarded.

8.2 Human Rights

Article 8 gives the right to respect for private and family life and First Protocol Article 1

allows for the peaceful enjoyment of possessions. These have to be balanced against the rights and freedoms of others and the orderly development of the County in the interests of the Community.

First Protocol Article 1 requires that the desires of landowners must be balanced against the impact on residents.

This legislation has been taken into account in arriving at the above recommendation.

8.3 Equalities

The concern of planning law is to regulate the use of land in the interests of the public at large, rather than those of any particular group. Equality will be one of a number of 'relevant considerations' that need to be weighed in Planning Committee members' minds under section 70(2) of the Town and Country Planning Act 1990.

9.0 Financial Implications

There are likely financial implications if the decision and / or imposition of conditions is challenged by a planning appeal or judicial review. The costs of defending any decision will be met by the authority and will vary dependent on the scale and nature of the proposal. Local financial considerations are capable of being taken into account when determining this planning application – insofar as they are material to the application. The weight given to this issue is a matter for the decision maker.

10. Background

Relevant Planning Policies

Central Government Guidance: National Planning Policy Framework National Planning Practice Guidance

Shropshire Core Strategy and saved Local Plan policies: CS6 Sustainable Design and Development Principles CS11 Type and Affordability of Housing CS17 Environmental Networks CS18 Sustainable Water Management D6 Access and Parking

SPD on the Type and Affordability of Housing Open Space IPG

RELEVANT PLANNING HISTORY:

14/01645/OUT Outline application (access for approval) for mixed (affordable) residential development GRANT 17th February 2015

15/01054/REM Approval of Reserved Matters (appearance, landscaping, layout and scale) pursuant to outline application 14/01645/OUT for the erection of 25 no. affordable dwellings PDE

15/01588/DIS Discharge of Conditions 4 (Access, Layout and Construction) 5 (Surface Water Disposal and 6 (Archaeological WSI) for planning application number 14/01645/OUT PCO

11. Additional Information

View details online:

http://planningpa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=NKT1HZTDIZK00

List of Background Papers

Design and Access Statement

Ecological Survey Update

Traffic Assessment Addendum

Flood Risk Assessment Supplement

Landscape Management Plan

Cabinet Member (Portfolio Holder)

Cllr M. Price

Local Member: Cllr. Lee Chapman; Cllr David Evans

Appendices

APPENDIX 1 - Conditions

APPENDIX 1

Conditions

STANDARD CONDITION(S)

1. The development shall be carried out strictly in accordance with the approved plans and drawings.

Reason: For the avoidance of doubt and to ensure that the development is carried out in accordance with the approved plans and details.

2. The new access roads, footways, parking areas, highway surface water drainage, street lighting and carriageway marking/signs shall be fully implemented in accordance with details to be approved in writing by the Local Planning Authority, with the estate roads, footways, vehicle manoeuvring and turning areas constructed to at least base course macadam level and made available for use before the dwellings that they would serve are first occupied.

Reason - To ensure the provision of adequate means of infrastructure and access prior to occupation, in the interests of highway safety.

3. All hard and soft landscaping works shall be carried out in accordance with the approved details and in accordance with the relevant recommendations of appropriate British Standard 4428:1989. The works shall be carried out prior to the occupation of any part of the development or in accordance with the timetable to be agreed in writing with the Local Planning Authority. Any trees or plants that, within a period of five years after planting are removed, become seriously damaged or diseased shall be replaced with others of species, size and number as originally approved, by the end of the first available planting season.

Reason: To ensure the provision, establishment and maintenance of a reasonable standard of landscape in accordance with the approved designs

4. A construction method statement shall be submitted to and approved in writing by the Local Planning prior to the commencement of any development under the terms of this permission.

Reason: To protect the amenities of the nearest residential properties during the construction phase.

5. Hours of working for the construction phase shall be restricted to 07.30 to 18.00 hours Monday to Friday and 08.00 to 13.00 hours on Saturdays. There shall be no construction work on Sundays, Public or Bank Holidays.

Reason: To protect the amenities of the nearest residential properties during the construction phase.

Informatives

- 1. In arriving at this decision the Council has used its best endeavours to work with the applicant in a positive and proactive manner to secure an appropriate outcome as required in the National Planning Policy Framework, paragraph 187.
- 2. Your attention is specifically drawn to the conditions above that require the Local Planning Authority's approval of materials, details, information, drawings etc. In accordance with Article 21 of the Town & Country Planning (Development Management Procedure) Order 2010 a fee is required to be paid to the Local Planning Authority for requests to discharge conditions. Requests are to be made on forms available from www.planningportal.gov.uk or from the Local Planning Authority. The fee required is £97 per request, and £28 for existing residential properties.
- 3. Failure to discharge pre-start conditions will result in a contravention of the terms of this permission; any commencement may be unlawful and the Local Planning Authority may consequently take enforcement action.
- 4. THIS PERMISSION DOES NOT CONVEY A BUILDING REGULATIONS APPROVAL under the Building Regulations 2010. The works may also require Building Regulations approval. If you have not already done so, you should contact the Council's Building Control Section on 01743 252430 or 01743 252440.
- You are obliged to contact the Street Naming and Numbering Team with a view to 5. securing a satisfactory system of naming and numbering for the unit(s) hereby At the earliest possible opportunity you are requested to submit two suggested street names and a layout plan, to a scale of 1:500, showing the proposed street names and location of street nameplates when required by Shropshire Council. Only this authority is empowered to give a name and number to streets and properties, and it is in your interest to make an application at the earliest possible opportunity. If you would like any further advice, please contact the Street Naming and Numbering Team at Shirehall. Abbev Foregate, Shrewsbury. SY2 6ND. or email: snn@shropshire.gov.uk. Further information can be found on the Council's website at: http://new.shropshire.gov.uk/planning/property-and-land/name-a-new-street-ordevelopment/, including a link to the Council's Street Naming and Numbering Policy document that contains information regarding the necessary procedures to be undertaken and what types of names and numbers are considered acceptable to the authority.