

Design Guide and Code for the Broads

October 2024



The Broads Authority and Turley

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1. Introduction

Purpose

- 1.1 Good design is fundamental to the creation of places, communities and environments where people want to live, work and visit. Good design considers the context and character of the local area and then responds to those principles in proposals for development to ensure that both existing and new buildings work comfortably together. In this way, good design ensures that new development is shaped by and contributes to local distinctiveness.
- 1.2 This document is in two parts. The first part is a Design Guide that provides an appraisal of the local context and character of the common building types in the Broads and is intended to promote an understanding of the area. Good design is an active, conscious process and does not happen by accident. The document identifies the most common development types in the Broads area, outlines the contexts and key characteristics of each.
- 1.3 The second part is a series of detailed design codes which set out the design principles that apply to of the most common types of buildings where development occurs within the Broads. It should be noted that some buildings may fall into more than one building category. The design code is intended to provide a clarity of design expectations at an early stage in the development process.
- 1.4 Whilst the document focuses on the most common development types, many of the design principles it sets out are applicable to all development types and so should be considered when designing any development, however small. The principles set out in the design guide and code will be applied to all planning applications. Some development does not require planning permission as it is 'permitted development', however the design guide and code will be a useful reference point and the guidance within them should be considered when thinking about development.
- 1.5 In addition to this design guide, The [National Design Guide](#) forms part of the Government's collection of planning practice guidance and may also be referred to.
- 1.6 The [National Planning Policy Framework](#) (NPPF), December 2023 includes a requirement for all Local Planning Authorities (LPAs), including the Broads Authority, to prepare design guides or codes consistent with the principles set out in the [National Design Guide](#), January 2021 and [National Model Design Code](#), July 2021. This requirement was re-iterated in the [Levelling Up and Regeneration Act](#),

[October 2023](#).

- 1.7 This document has been informed by local people, through an early engagement survey and two rounds of consultation alongside the emerging Local Plan. The document covers the entire Broads Authority Executive Area.

How to Use the Design Guide and Code

- 1.8 When considering new development, the developer should first establish the context and local character of the proposed development site by using the Appraisal of Building Types (section 2). The maps on pages 7 and 8 indicate where there are significant numbers of the building types identified as common in the Broads. Some building types may fall into more than one category, whilst some may not obviously fit into any of them.
- 1.9 The Appraisal of Building Types provides overarching background information on the area in which the site sits and should be used to inform the site-specific context analysis and site assessment, in order to demonstrate an understanding of the local architectural influences and context for the proposed development. It is useful to include this assessment within a Design and Access Statement or Planning Statement, or to provide it as supporting information with any planning application to illustrate how the proposal has been worked up.
- 1.10 Having assessed the context and characteristics of the area, the developer should use the results of this analysis to inform and direct the design of the proposed development.
- 1.11 The Design Code in the second part of the document sets out the detailed design requirement and will help to shape the development proposal and ensure that it meets the design requirements of the Broads Authority.
- 1.12 The Design Code sets out the specific requirements which apply to each building type addressed in this document. There are a number of general codes which apply to all development in the Broads (see BA1 - BA36) and then a series of specific codes for each of the building types. Where a building type does not have specific design code requirements, it is expected the general approach be followed.
- 1.13 Each code is a requirement for a particular aspect or component of design and should be complied with. If it is proposed to deviate from a particular code, justification should be provided within the planning application to explain and justify why this is considered to be necessary or appropriate.
- 1.14 This Design Guide should be used in conjunction with national and local planning policy and supplementary or supporting documents and guidance. This includes Neighbourhood Plans and any accompanying Design Guides. There is a full list of adopted Neighbourhood Plans on the Broads Authority [website](#).

- 1.15 Other design assessment tools and standards could also be referred to. These include: [Building for a Healthy Life](#); [Secured By Design](#) and [Broads Authority Planning Guides](#).
- 1.16 We have produced a useful checklist that can be used by applicants to ensure that all the relevant codes have been considered. This is at the end of the document.

2. Appraisal of Building Types

- 2.1 The Broads Authority's Executive Area covers a wide geographical span and includes a large number of different development types. The Design Guide focuses on the six most prevalent development types in the area. These are:



Waterside Chalets, which are sub-divided into cottage-style, shed-style, late 20th century and contemporary



Waterside Homes, which includes Waterside Homes (Marina)



Boatyards



Historic Clusters



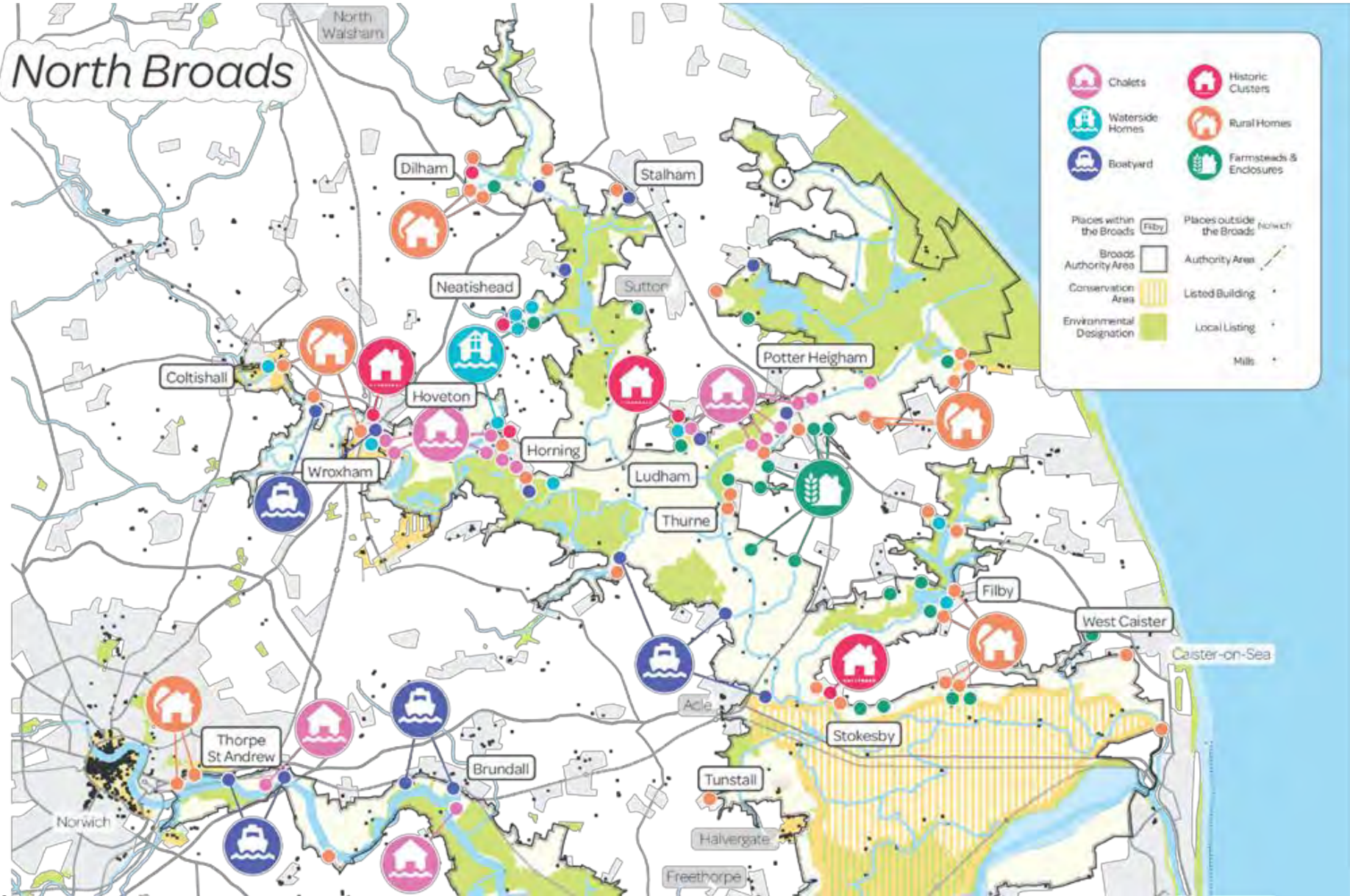
Rural Homes

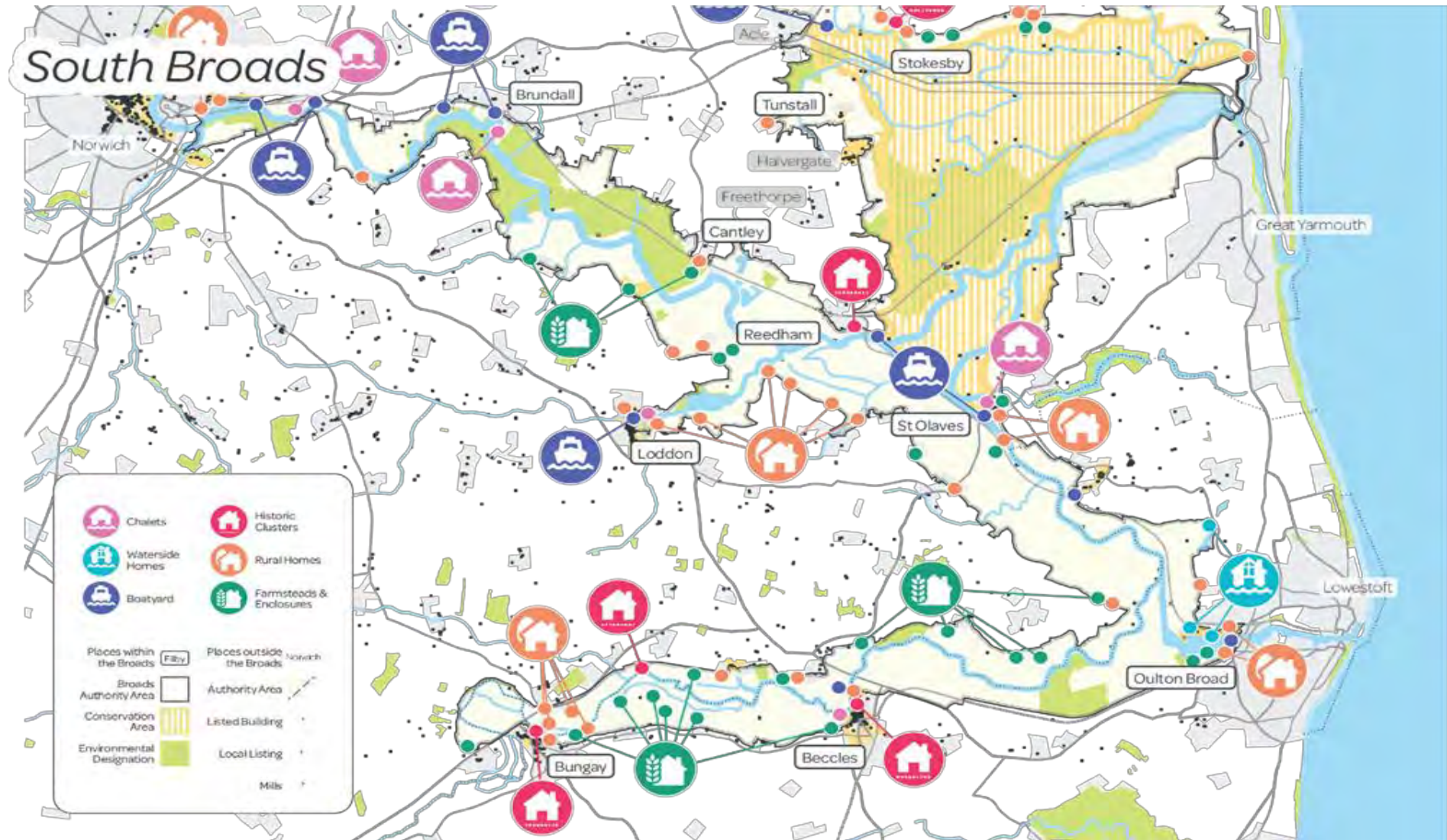


Farmstead

- 2.2 The maps on pages 8 and 9 show the main locations of the different building types, but they may also occur elsewhere in the Broads.

North Broads







3. Waterside Chalets



Above: Leisure Hour, Hoveton on the river Bure. A traditional waterside chalet.

Key Defining Qualities

- Located adjacent to the water, often with private moorings
- Informal layout and development
- Designed to address the water frontage
- Simple built form

3.1 The simple buildings that sit beside the rivers of the Broads are one of its most attractive and distinctive characteristics and are largely unique to this area. Known locally as either 'chalets' or 'bungalows', they are very different from the modern idea of a 'chalet' or 'bungalow'! The original riverside buildings would have been workers' dwellings and were simple, lightweight structures designed to sit on the marshy, soft ground and built of local timber and reed.

3.2 During the Victorian period, supported by the development of the railways, the Broads became a popular destination for recreation. By the early 20th century, pleasure

cruising and the recreational use of the waterways was well-established and the waterside location of the chalets meant that they were attractive to an expanding holiday market.

- 3.3 Consequently, the late 19th and early 20th century saw the rapid development of chalets in and around the Broads villages in a variety of styles. Some chalets were simple in design with little ornamentation, whereas others incorporate whimsical features and decoration or are highly decorated featuring cottage-orné or Art Nouveau motifs in a bid to appeal to fashion-conscious tourists. During the 19th and early 20th century, some chalets were manufactured by companies such as Boulton and Paul of Norwich, but many others were built by local boatbuilders transferring their skills to this growing industry. The distribution of the chalets today is still broadly as it was in the early 20th century, with no significant expansion of the areas, and whilst many of the originals have been rebuilt or replaced, the popularity of the chalets has continued into the 21st century.
- 3.4 The chalets are generally found on the fringes of settlements, sometimes close to boatyards. Their design often reflects the period in which they were built and they typically fall within one of the following categories:
- Cottage-type, taking design cues from the residential properties of the period;
 - Shed-type, originally resembling a boatshed with a simple form and little ornamentation;
 - Late 20th century, usually a renovation or replacement using modern materials;
 - Contemporary chalets, often picking up the traditional elements and combining them with an appropriate modern style.
- 3.5 The following text outlines the features that apply to all of the chalets type, with further details of the four different types provided at the end of this section.
- 3.6 Chalets are typically of a lightweight, timber construction, suitable for the marshy ground on which they sit. They are often slightly raised above ground level and accessed via steps. They are normally one or one and a half storeys in height with a pitched roof and have direct access to the water. They are normally arranged in a linear group following the line of the water's edge and many are within the flood plain and therefore at risk of flooding, particularly in winter. Chalets are often used as holiday accommodation, but some are also used as permanent dwellings. Many have separate boatsheds that are often smaller and have a similar appearance to the chalet.
- 3.7 Both the size and form of any chalet building will vary depending on its location within the Broads and the local character. Typically, the chalets at Potter Heigham sit on small plots, so are modest in size and form, whilst in Horning and Wroxham the plots are often larger and so may accommodate a more spacious chalet. Historically Brundall has been an area of boatyards and boat building, and here cabin-like buildings are more

likely to be found.

- 3.8 The traditional character and materials have survived on many chalets throughout the Broads, but these buildings are particularly and increasingly vulnerable to change. The change resulting from demolition and replacement is obvious, however incremental small-scale changes over time can also have a dramatic effect. 'Modernisation' often means the replacement of timber windows with UPVC, shingles or timber cladding with composite panels and upright wooden balustrading around a verandah with glass or Perspex panels. These changes are often done to reduce the maintenance required, but this 'upgrading' is not always visually successful and can cumulatively erode the traditional character of chalets and the wider landscape.
- 3.9 It is recognised that the traditional chalets may not meet modern expectations of comfort and energy performance, however these can often be 'improved' in a sensitive way which does not compromise their character.



Above: Bide-a-Wee, Hoveton on the river Bure. A contemporary replacement chalet that makes use of traditional materials (timber cladding, shingle roofing) and references traditional details such as the deeply overhanging eaves and an over-sized eyebrow-dormer.

- 3.10 There are examples of well-designed replacement chalets that reflect aspects of the traditional buildings in a contemporary manner. These buildings tend to be slightly larger and less lightweight than their predecessors, often in order to meet current Building Regulations. However, the successful examples still reinforce the local distinctiveness of the Broads through their design and choice of materials.

- 3.11 Consideration also needs to be given to external areas and we would caution against suburbanisation of these areas, for example through the introduction of large areas of hardstanding.
- 3.12 As well as access from the waterway, vehicular access to a chalet is often by private shared tracks. These shared tracks are generally not publicly maintained and are often relatively narrow, with an unmade or gravelled surface which has the potential to cause problems for pedestrians and cyclists, although some do have an asphalt road surface especially if they are in a settlement. Some chalets are not accessible by car but have footpath access.



Above: Footpath access to the rear of the chalets (known as The Bungalows) at Potter Heigham. There is no vehicular access to many of the chalets. The path runs along the back and The Bungalows face the river.

- 3.13 Some chalet plots do not have space for car parking, so this is achieved offsite. Where parking is provided this is usually on the non-waterside elevation and the absence of riverside views of parked cars contributes significantly to the tranquil character of the chalet plots.



Above: Typical access to chalets in Hoveton. These chalets have a frontage to both the track and the river, with the buildings primarily addressing the river.

Key Features of Chalet Development



Above: The aerial view above demonstrates some of the characteristics of typical chalet development - see numbers below (credit: Bluesky International Ltd & Getmapping PLC)

1. Located by the water
2. Modest and symmetrical massing

3. Regular rectangular building footprint, set either parallel or perpendicular to the river
4. Good relationship with the river, often with moorings
5. Building set close to road/track with small waterfront garden, with soft landscaping and absence of hard surfacing/ decking and patios
6. Detached yet within close proximity to each other, although gaps between the buildings provide views to the river
7. Few and only small-scale ancillary buildings, primarily positioned on the street-side elevation



Above: Figure ground showing the positioning and spacing of the chalet buildings and their relationship to the spaces and water around them. © Crown Copyright

Example Locations:

- Brundall
- Horning (partly in [Horning Conservation Area](#))
- Hoveton and Wroxham (partly in [Wroxham Conservation Area](#))
- Potter Heigham and Martham

Prevailing Characteristics:

- a) Period: Late 19th to Present
- b) Plot Sizes: min 15 x 12m - max 60 x 35m
- c) Height: 1-1.5 storeys
- d) Building Type: Detached
- e) Parking: 0-2 spaces
- f) Floor Area Ratio: 0.3-0.8
- g) Building Coverage ratio: 0.3-0.5
- h) Roadside Garden: 1m-10m
- i) Waterside Garden: about 8m
- j) Mooring type: Private
- k) Building Line: Staggered but linear

- l) Roof form: pitched, often steep with equal or greater roof:wall ratio and with overhanging eaves
- m) Other Details: Often with boathouses

3.14 There are broadly four different types or styles of chalets, which vary depending on factors such as when or where they were built. In some areas a single type of chalet is predominant, for example the shed-type is predominant in Potter Heigham and Martham, whereas other places, such as along the river Bure at Wroxham and Hoveton, there is a greater variety. Further details of these four different types of chalets are provided below.

3.15 Further [guidance on waterside chalets](#) can be found on the Broads Authority website.

Cottage-style Chalets

- Influenced by the 'cottage ornee' movement of the 19th century with a 'chocolate-box' cottage appearance
- Tend to use traditional materials such as reed thatch and render with timber details, often with rustic-style unhewn timbers.

Roof, Form and Heights

3.16 Buildings are generally of a simple form set over a single floor although they sometimes feature small 'eyebrow' dormer windows where there is a room within the roof space. Roofs are dominant and often hipped but at times feature gable ends. Generally, the building is of balanced proportions but with a greater emphasis on the waterside elevation.

Elevations and Detailing

3.17 Often rendered, sometimes with pargetting and at times with applied 'mock' timber-framing or a combination of these. Alternatively, the buildings may have timber or timber-shingle cladding. Timber detailing and decoration often includes bargeboards and extends to a porch or veranda including timber posts and brackets, sometimes rustic-style unhewn timber is used. Timber windows are often numerous and are small cottage-style casements, sometimes with Arts and Crafts-style detailing or stained glass. Windows and other joinery are often painted in a contrasting colour to the walls.

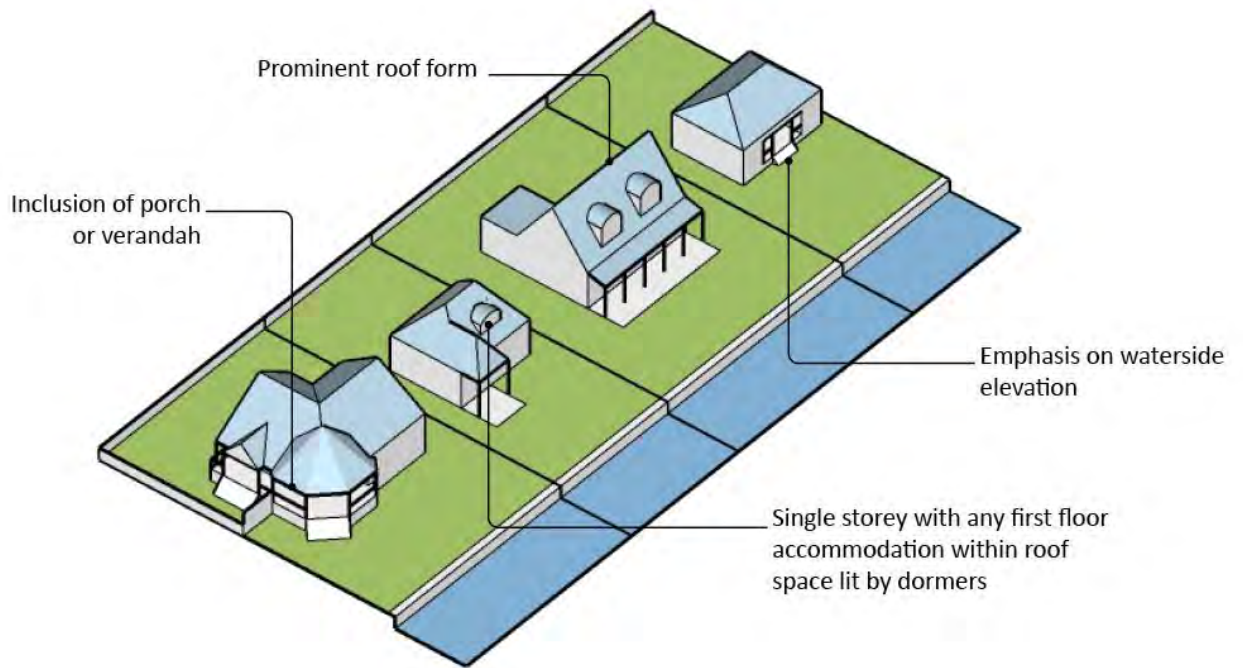
3.18 Roofs are often thatched with water reed or covered in timber shingles. In some locations profiled steel has been used.

Access and Water

3.19 Positioned close to the water with a private mooring cut for boats and at times without easy land access. On occasions, the chalets are raised above a boat shed with simple timber gates.

Spaces

3.20 Often comprising a lawned garden facing the water with simple boundary treatments to the sides of the plots, either comprising planting or low timber fencing. Sites are likely to have an open aspect to the river-frontage. There may be small ancillary outbuildings such as sheds, summer-houses or boat-sheds on the plot. Parking is rarely provided on the plot.



Above: Staithecote on the River Bure at Hoveton demonstrates a number of typical characteristics of the cottage-style chalet, with a thatched roof, deeply over-hanging eaves, timber windows and in this case pargetting.



Above: A more recent chalet on the River Bure at Hoveton, also displaying characteristics such as a thatched roof, eyebrow dormer, verandah and simple timber casement windows painted in a contrasting colour to the walls.



Above: The Beehive at Hoveton is a slightly larger two storey cottage-style chalet that also has a thatched roof, render with applied timber framing and rustic un-hewn timber framing.

Prevailing Materials:



Timber shingles



Reed thatch



Timber-framing and render

Shed-type Chalets

- Compact, plain and simple construction akin to domestic ancillary or outbuildings
- Use of simple materials such as corrugated metal and timber cladding.

Roof, Form and Heights

- 3.21 Buildings have a simple form and are single storey in height. Roofs are mostly relatively shallow pitched (around 45-55 degrees) with gable-ends, although occasionally hipped, with the ridge-line generally running parallel to the river.
- 3.22 Most frequently the building footprint is rectangular with the widest elevation orientated towards the water, although there are exceptions to this.

Elevations and Detailing

- 3.23 Often elevations have stained or painted timber cladding or shingles, with felt tiles or corrugated metal roofs, some of which have more recently been changed to tile which can erode the character. Windows are often concentrated on the water- frontage but may be limited in number and size.
- 3.24 Windows are traditionally timber or Crittall-style. Buildings often have a terrace, or the roof overhangs a veranda along the river-elevation.
- 3.25 Shed-type chalets are often of timber construction and cladding along with other timberwork such as bargeboards and finials. Some have art nouveau or other detailing, whilst others are basic in style with little ornamentation.
- 3.26 Overall the form of the building is simple.

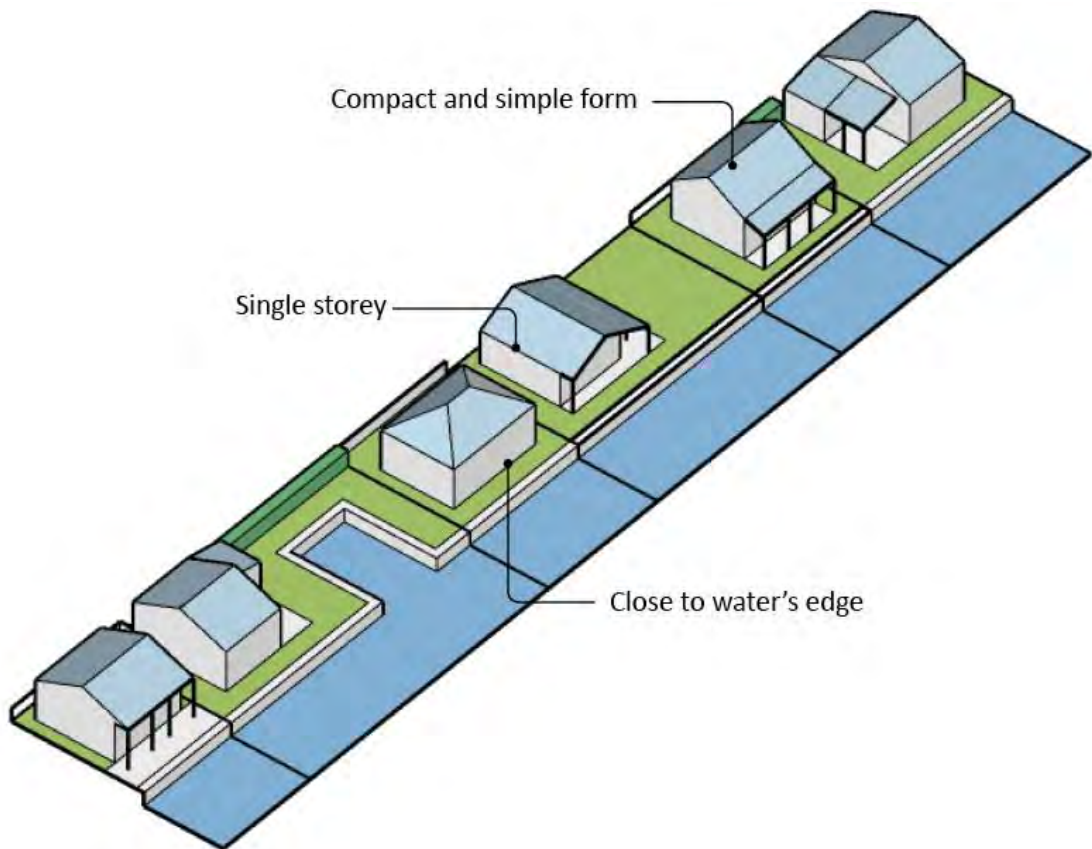
Access and Water

- 3.27 Positioned close to the water with a private mooring cut for a boat and at times without easy land access.

Spaces

- 3.28 Normally comprising a simple lawned garden, at times to the side of the chalet where the building is particularly close to the water's edge. Boundaries are often hedges or low

timber fences. Sheds, summer-houses or boat sheds can be found on the site. Sites have an open aspect to the river- frontage. Parking is rarely provided on the plot.



Above: Typical shed-like chalet on the river Bure at Horning. The building has a simple form and fenestration which is painted to contrast with the timber-clad walls, with a profiled metal roof and verandah.



Above: A more contemporary remodelling of a shed-type chalet at Potter Heigham along the river Thurne, where there are predominantly shed-type chalets. This chalet retains the traditional simple form, with timber ship-lap cladding and a verandah.



Above: A simple shed-type chalet positioned parallel to the river Thurne at Potter Heigham. The metal roof overhangs a verandah and the building has simple fenestration in a contrasting colour to the timber cladding. There is a decorative timber balustrade and finials on the roof.

Prevailing Materials:



Timber cladding



Profiled metal sheeting



Open verandah

Late 20th Century Chalets

- More suburban and domestic in character, with use of modern materials and construction techniques. The buildings do not have the lightweight appearance of more traditional chalets.
- Larger buildings with accommodation in the roof space and dormer windows.
- Are typical of the time in which they were built (1970s-1980s) but do not reflect the Broads' vernacular and as such would not be considered appropriate as a style for new development.

Roof, Form and Heights

- 3.29 Buildings are generally of a scale similar to suburban homes of the same period, with first-floor accommodation arranged within a steeply pitched roof. Generally, roofs are tiled and often contain dormer windows. The building footprint is generally rectangular with either a wide or narrow frontage facing the water.

Elevations and Detailing

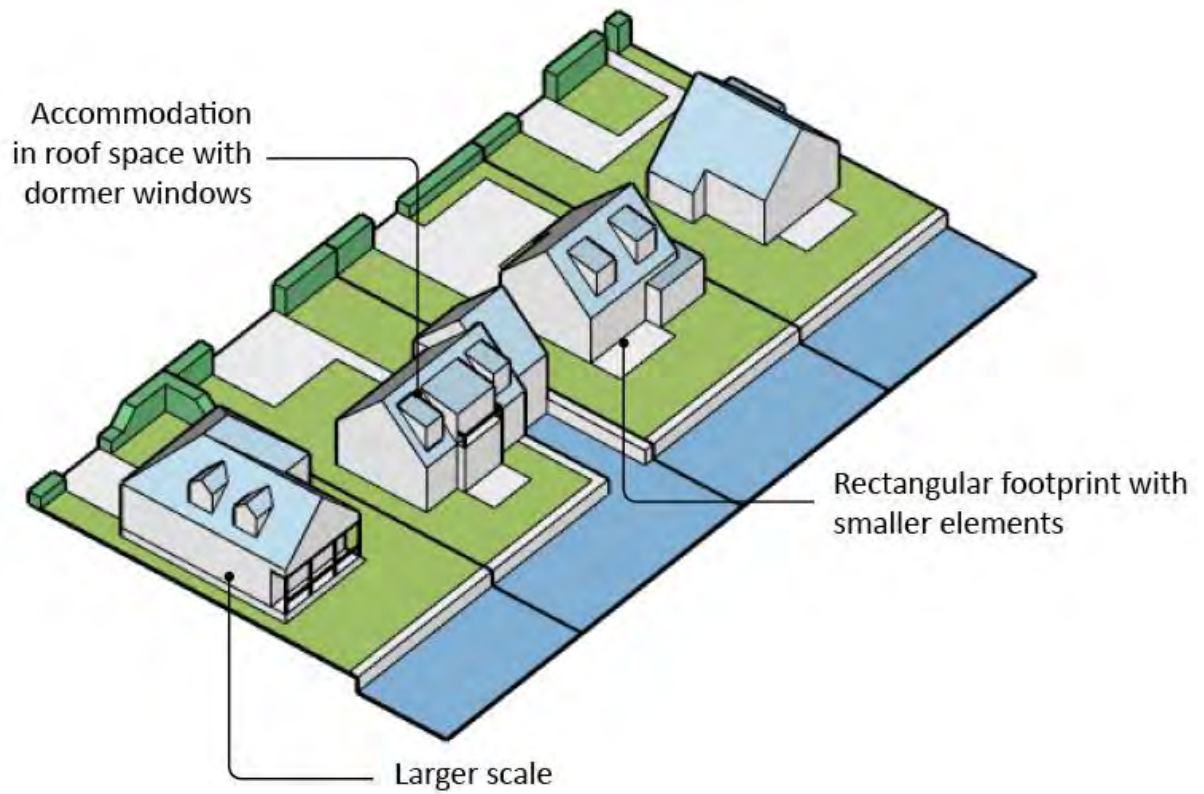
- 3.30 A mix of treatments can be found with render or timber cladding common. Windows tend to be large with emphasis around decking and projecting first-floor balconies. At times the appearance of elevations is quite plain.

Access and Water

- 3.31 Accessed from private roadway or track. Often positioned close to the water with a private mooring cut for boats

Spaces

- 3.32 Gardens often feature lawns, patios and decking. Boat sheds are also sometimes present on site. Sites have an open aspect to the river- frontage. Parking may be provided on the non-waterside elevation.



Above: A late 20th century chalet building of 1.5 storeys, with a steeply pitched roof containing accommodation, lit by dormers. The roof has concrete pantiles and the walls have a light-coloured render.



Above: Late 20th century building at Hoveton in a similar style to the example above with a projecting first floor balcony. These properties are more suburban in style than traditional chalets

Prevailing Materials:



Clay tiles or concrete pantiles



Pale-coloured render



Dormers

Contemporary

- Tend to be a recent rebuild
- Often include extensive use of glazing (which may not always be acceptable now), and recessed balconies facing the water.

Roof, Form and Heights

3.33 Buildings are generally arranged over 1.5 storeys, with first floor accommodation

enclosed within a steeply pitched roof. This may contain a first-floor recessed balcony, which the roof overhangs.

- 3.34 Better examples reflect the local vernacular in a contemporary manner (for example, reflecting the scale or form of more traditional buildings or through the use of detailing and materials) or exemplify sustainable architecture.
- 3.35 The building footprint is generally rectangular with either a wide or narrow frontage facing the water.

Elevations and Detailing

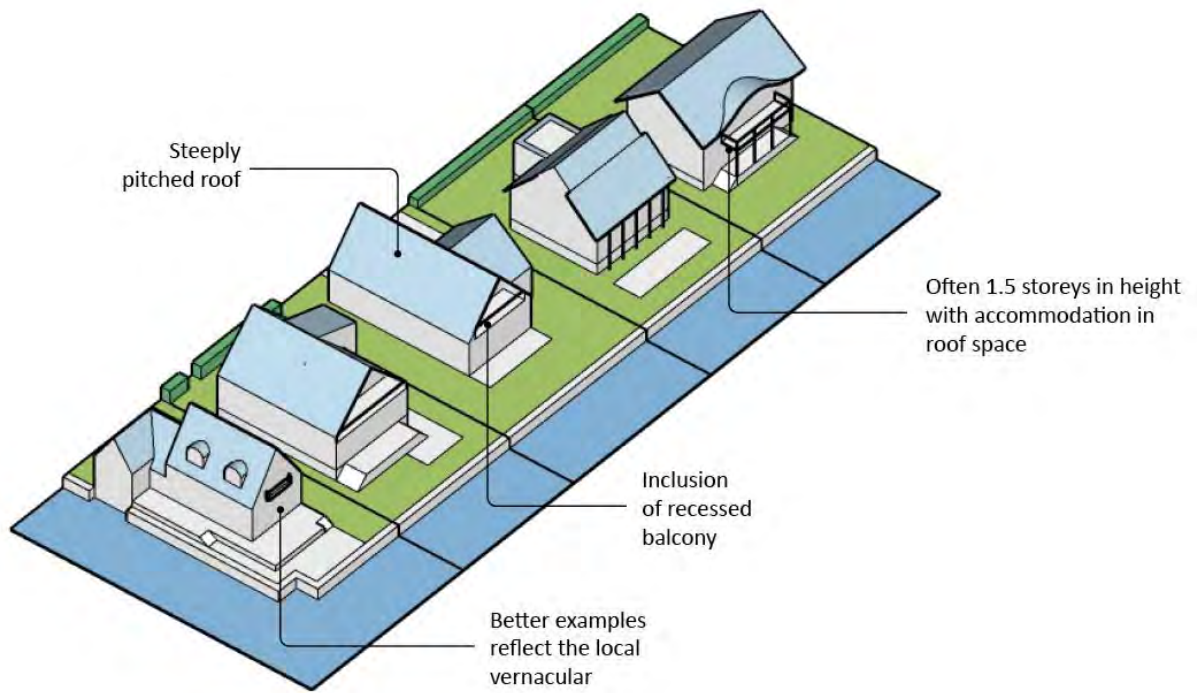
- 3.36 Generally, elevations are treated with glazing, timber cladding or render. Often there is a use of glass or composite materials that can be in contrast, and at times harmful, to the character of the surrounding area.

Access and Water

- 3.37 Often positioned close to the water with a private mooring cut for boats. They are sometimes close to maintained roads and can have easier access overland than other chalets.

Spaces

- 3.38 Boundaries are low timber fence panels or planting.
- 3.39 Boat sheds are also sometimes present on site.
- 3.40 Sites have an open aspect to the river-frontage and parking is often provided on the non-waterside elevation.
- 3.41 Lawns and soft landscaping increasingly replaced with decking and patio structures, although this is not considered beneficial and can erode the character of the area.



Above: A sustainably-built contemporary chalet on the River Bure at Wroxham.



Above: Contemporary chalet buildings on the river Bure at Hoveton.

Prevailing Materials:



Timber cladding



Recessed balcony



Render



4. Waterside Homes and Waterside Homes (Marina)



Above: Waterside homes at Beccles viewed from the opposite riverbank.

Waterside Homes

Key Defining Qualities

- Large detached and semi-detached homes and gardens
- Conventional street access and frontage
- Incidental extensions and outbuildings
- Formal layout

4.1 The properties covered in this section were often developed around the same time as the chalets and in response to the same factors. From the late 19th century, the increased accessibility and popularity of the Broads led to a demand from wealthy industrialists and merchants for attractive, waterside dwellings from which to enjoy country pursuits such as shooting and fishing, as well as to demonstrate status.

4.2 Traditional Waterside Homes are formally laid out, often of substantial scale, and generally reflect prevailing national architectural and construction trends of the time. They are usually, but not always, a primary domestic residence and not dissimilar to

buildings such as those found in 'Historic Clusters' but are configured to make the most of their waterside setting, some with boathouses and other ancillary outbuildings.

- 4.3 Homes are generally of a larger scale within a sizable plot, positioned above river-level, with a large lawned garden running down to the water. Victorian and Edwardian homes are usually arranged over two or three floors with varied roof forms and ridge-lines punctuated by chimneys, whereas contemporary examples tend to be simpler in form.
- 4.4 Materials can vary but are more substantial than those found on chalets and are primarily traditional, for example, red brick, flint, and clay tile or slate roofs.
- 4.5 Properties tend to be served by conventional residential streets, with a carriageway and footway. Private drives provide off-street parking. Often views of the water from roads is blocked by the scale of the homes, set back and landscaping. Access to the waterside is private and often dominated by large gardens, dense boundary planting and sometimes boathouses or garden rooms overlooking the water.

Key Features of Waterside Homes



Above: The aerial view above demonstrates some of the characteristics of typical waterside home development - see numbers below (Bluesky International Ltd & Getmapping PLC)

- 1. Large plot with detached or semi-detached house
- 2. Front drive and garage

3. Boathouse or outbuildings
4. Large garden on the waterside, often lawned with planted borders
5. House set back from residential street behind a front garden
6. Buildings often positioned parallel to the street with substantial elevations designed to address the street as well as the waterside



Above: Figure ground showing the relationship of typical waterside homes to the spaces and buildings around them © Crown Copyright



Above: Waterside home at Oulton Broad, positioned parallel to the street and Broad, with a substantial street-facing and water-facing garden. It is positioned on higher ground with the garden sloping down to the water's edge. The mass of the substantially-sized building is broken up through projecting elements, varied roof forms and chimney stacks.



Above: Bureside in Hoveton is a large early 20th century waterside home, which displays typical

characteristics, such as sitting on raised ground overlooking the river, with ancillary buildings such as boathouses. The buildings make use of vernacular materials such as thatch, red brick, render and timber.

Example Locations

- Broad View Road, Oulton Broad (in [Oulton Broad Conservation Area](#))
- Anchor Street, Coltishall (in [Coltishall and Horstead Conservation Area](#))
- Beech Road, Wroxham (in [Wroxham Conservation Area](#))
- The Street, Belaugh (in [Belaugh Conservation Area](#))
- Puddingmoor and Northgate, Beccles (in [Beccles Conservation Area](#))

Prevailing Characteristics

- a) Period: 1850 – present
- b) Height: 2-3 floors
- c) Building Type: Detached or semi-detached
- d) Front Garden: Between 6-12m
- e) Waterside Garden: over 15m
- f) Floor Area Ratio: 0.2-0.7
- g) Roof form: Mixed (Gable/Hipped)
- h) Plot sizes: min 15 x 35m max 30 x 80m
- i) Building coverage ratio: 0.2-0.4

Prevailing Materials:



Red brick, with decorative brickwork



Slate roofs



Timber-clad boatsheds

Roof, Form and Heights

- 4.6 Waterside Homes are relatively large (larger than chalets) and have elevations broken up into individual elements which reduces their massing.
- 4.7 They often have interesting roof forms and varied roof lines, including chimney stacks and dormers.
- 4.8 Often 2-3 storeys in height.

Elevations and Detailing

- 4.9 Elevations tend to express a strong architectural order and often incorporate variation between the ground and upper floors or protruding and recessed elements to the building's facade. As well as a prominent street frontage, emphasis is placed on the river-facing elevation where large windows, sunrooms and balconies can be found. Sometimes there is rich detailing.

Access and Water

- 4.10 Normally positioned on a substantial plot with a river frontage and private mooring, sometimes with a private boatshed.
- 4.11 Also good vehicular and pedestrian access directly from the street.

Spaces

- 4.12 Large enough streetside garden to allow on site car parking and possibly incorporate a garage or car port. Large waterside garden, sometimes with house positioned on higher ground and lawned garden running down to water.

Waterside Homes (Marina)

Key Defining Qualities

- Located on water's edge
 - Terraced or semi-detached homes
 - 20th century planned, rather than piecemeal, development
 - 'Marina' style; set palette and form
 - Waterside access
 - Ease of car access and provision, with car parking often provided to the rear street facing side of the property
- 4.13 The 'marina' style of waterside homes arises from the strong demand from the late 20th century for properties beside the water for both holiday and permanent use. This

demand coincided with structural changes in the boatbuilding and boat hire industries, which had meant that less land was needed to support those businesses and operators were looking for opportunities to diversify.

- 4.14 'Marina' developments reflect contemporary architectural development of the late 20th and early 21st century. Architecturally they are similar to ubiquitous coastal developments of that time, notably, in the south and east of England. The design of these buildings does not necessarily reflect the Broads' vernacular.
- 4.15 As with the other waterside homes, they address the water. However, the notable difference is the smaller individual plot sizes and the subsequent scale and form of these buildings. Smaller terraced houses are common, and the smaller size of the homes and gardens means that they sit closer to the river, often with a small external patio area next to the river.
- 4.16 Building lines are generally irregular, with a mix of projecting and recessed elements and gables, often with verandas and / or balconies adding to the elevational mix. There is often an extensive use of dormer windows, the prominence of which is highlighted by a change in material at upper floor levels.
- 4.17 The homes themselves tend to be conventionally configured, modern homes, with small street-side front gardens or front doors directly onto the street. This type of development is often within or on sites that have historically been part of a boatyard or associated light industry. Where the previous use continues on adjacent land this can result in conflict between the different uses, but does result in lively and varied areas.

Key Features of Waterside Homes (Marina)



Above: The aerial view demonstrates some of the characteristics of typical waterside home development - see numbers below (credit: Bluesky International Ltd & Getmapping PLC)

1. Public riverside access
2. Groups of houses and flats, often terraced and with a consistent design
3. Varied roof form and dormer windows
4. Small riverside private outdoor space
5. Vehicular access and better landside access than chalets
6. Modest or no street-facing garden



Above: Figure ground showing typical marina waterside homes and their relationship to other buildings and the land and water around them © Crown Copyright



Above: A terrace of waterside (marina) homes in Loddon, with a varied roof form and use of brick and render to break up the massing and provide visual interest.



Above: Terrace of waterside (marina) homes in Beccles with typical red brick and varied roof forms, along with a consistency of design.

Example Locations

- Loddon Quay, Loddon (in [Loddon and Chedgrave Conservation Area](#))
- Staithe Way, Wroxham (in [Wroxham Conservation Area](#))
- River View, Beccles (in [Beccles Conservation Area](#))
- Ferry Road, Horning

Prevailing Characteristics

- a) Period: 1980-2010
- b) Height: 2-3 floors
- c) Building Type: Terraced, semi-detached or detached
- d) Streetside Garden: Between 2-4m
- e) Waterside Garden: Between 2-8m
- f) Floor Area Ratio: 0.5 - 0.8
- g) Roof form: Mixed (Gable/Hipped) with Dormers
- h) Plot sizes: Around 7 x 20m
- i) Building coverage ratio: 0.3 – 0.5

Prevailing Materials:



Clay or concrete tiles



Varied roofline



Mix of cladding materials

Roof, Form and Heights

- 4.18 These homes often have a staggered terraced form, with buildings of two storeys, or occasionally 2.5 storeys with accommodation in the roof lit by dormers.

Elevations and Detailing

- 4.19 Marina-type waterside homes often incorporate a mix of projecting and recessed elements and gables, along with terraces, verandahs and first floor balconies. There is sometimes a change in material for upper floor levels. There is often a more simple architectural treatment on the street-side of the building.

Access and Water

- 4.20 Homes can be accessed by both road and water, with either private or shared car parking provided to the street-side.

Spaces

- 4.21 Buildings sit close to the river with a small terrace or patio / garden area on the river frontage. To the street-side they either sit directly fronting the street or a car parking area or have small courtyard type garden.



5. Boatyards



Above: Traditional boatyard at Ludham, with large timber-clad buildings and the far building demonstrating clerestory windows beneath the building's eaves line.

Key defining qualities

- A mixture of large sheds of different volumes arranged around yards, inlets and waterways in an apparently ad-hoc manner often dictated by function.
- Also comprising boat cranes, moorings and slipways.

5.1 Boatyards are intertwined with the function and enjoyment of the Broads and are a distinctive part of its character as well as being essential to its economy. Although they were historically used for boat building, many boatyards now focus on boat maintenance, repair and storage, as well as offering on-site mooring and boat hire. Some sites have reduced in size with pockets of housing or holiday accommodation around their periphery. Some locations are intermixed with waterside chalets and show the close relationship of different activities on the waterways. In such cases, although the boatyards are commercial or industrial in nature, their relationship to water makes neighbouring residential more palatable

Activities within boatyards include:

- Boat building
- Boat maintenance, repair and restoration
- Refitting
- Sail making and rigging
- Engineering services
- Electrical services
- Under cover and outside storage
- Moorings
- Cranage and boat launching
- Chandlery
- Recreational boat hire
- Facilities for holiday makers or day trippers (WCs, showers, kiosks)

5.2 Boatyards vary in size and the number of businesses they support, and several boatyards can be grouped close together, especially in locations where there is good access to the water. Their form and layout will reflect the nature of the work they have done historically as well as what they do now and their development needs will be influenced by changing practices in the industry. Typically, yards which build will need taller sheds than those that do not, as they need space for cranes and tall machinery, whilst a yard which hires will need car parking for customers' vehicles.

5.3 Most boatyards have moorings within their site and these may be for their own boats (which may be available for hire), for customers' boats or for visiting craft. These moorings may be located alongside the land, off a floating pontoon or within a mooring basin and the combination of land and water, boats and buildings contributes strongly to the distinctive character of this element of the Broads.

Key Features of Boatyards



Above: The aerial view demonstrates some of the characteristics of typical boatyard development - see numbers below (credit: Bluesky International Ltd & Getmapping PLC)

1. Direct connection to the water
2. Numerous inlets, mooring and pontoons
3. Yards for manoeuvring storage and maintenance
4. Medium to large building footprints
5. Regular building form
6. Good road connection



Above: Figure ground showing relationship of built form to open spaces and water in typical boatyard © Crown Copyright

Example Locations

- Hoveton
- Brundall
- Wroxham
- Beccles (some in [Beccles Conservation Area](#))
- Stalham Staithe (some in [Stalham Staithe Conservation Area](#))

Prevailing Characteristics

- a) Period: 19th century - 2020
- b) Height: 1-2 floors
- c) Building Type: Large boatsheds with ancillary machinery and structures
- d) Parking: expansive
- e) Building line: Staggered - Random
- f) Building footprint: min 7 x 15m - max 20 x 55m
- g) Yard size: c. 40 x 50m or more
- h) Floor Area Ratio: 0.5
- i) Building Coverage Ratio: 0.4 - 0.5

Prevailing Materials:



Clerestory windows

Profiled metal sheeting

Timber cladding

Roof, Form and Height

5.4 Roofs tend to be of a low to modest pitch in gable form, with the ridge running the long width of the building and the gables fronting the river. Often buildings are attached and create a rhythmic roof composition; this is varied with different widths, ridge heights and pitches. Buildings are generally of a large format with minimal windows and skylights.

Elevations and Details

5.5 Architecture is often austere and utilitarian. The changing scale of the simple forms from one building to the next provides the interest.

5.6 Rows of clerestory windows often run beneath the eaves.

5.7 The buildings have large hanger doors that are left open whilst in use.

5.8 More interesting examples of these building types feature painted sheet metal, timber cladding, recesses or signage.

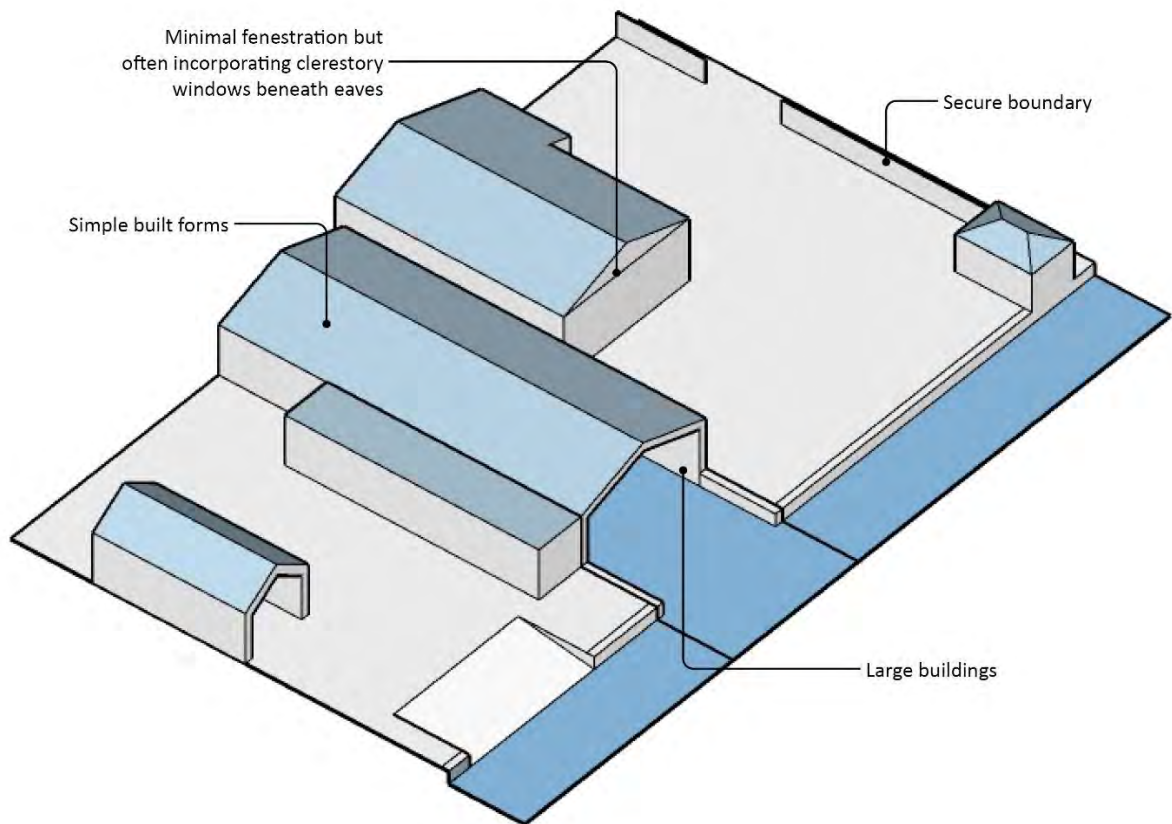
Access and Water

5.9 Boatyards are generally accessed by a publicly maintained road, typically on a main road in or near a settlement. Often access and junctions are designed for large vehicles and at times pedestrian access can be poor. Many yards provide areas of parking for customers and associated businesses. Typically, they are bounded by a security fence with lockable gates. Often there is no through route for pedestrians or cars, with only a single point of entry or exit.

5.10 Water access is inseparable from the function of a boat yard, many of which are penetrated by inlets that maximise the efficient use of space and facilities within the boatyards. These inlets, together with open yards and the informal layout of buildings, contribute to the flexibility and adaptability of locations for the different size, purposes and number of vessels that can be serviced. The variety of buildings, yards and inlets demonstrates the informal growth and change of the boatyards over time.

Spaces

5.11 Spaces around the buildings are largely made up of yards, enclosing a significant amount of activity and operation. Business and industrial activities do not always take place under cover or within a building. The yards are often inseparable to the use, function and access to adjoining buildings and waterways. They often feature large apparatus and plant such as boat cranes. Generally, they are occupied by a mix of cars and boats in an informal manner as the needs of the yard changes with the seasons. They are usually hard surfaced and do not often feature planting, although sometimes there are grassed areas and peninsulas.





Above: typical boatyards, with large boatsheds of varying heights but similar forms with a prominent gable fronting the water's edge, with the use of metal and timber cladding.



6. Historic Clusters



Above: the village of Ranworth viewed from the Staithe

Key defining qualities:

- Generally, comprise clusters of pre-20th century buildings on narrow streets as part of settlements once dependent on the waterways.
- Architecturally buildings can vary, due to different ages of the buildings
- There can be a denser form of development than in other areas

6.1 Historically these settlements were closely related to the water in the way in which they functioned, with most agricultural, domestic and other goods arriving and departing the settlement via the quay or staites. The relationship with the water is still an important part of the settlement's character. The buildings are similar to those found in villages across East Anglia. These clusters are often found as part of larger settlements that straddle the Broads Authority boundary. Often these buildings have changed in use over time and have been closely related to agriculture, rural trades and subsistence with trade via the waterways.

- 6.2 Architecturally, buildings take their lead from nationally prevalent styles (for example, vernacular, neo-Classical and Gothic Revival styles) and are of different ages. There are commonalities to their scale, use of materials and layout, such as relationship to the streets, each other and the water.
- 6.3 The variety of buildings types adds to the richness of these environments with detached, semi-detached and terraced properties, as well as the juxtaposition between commercial and residential buildings. Generally, the properties are attached or positioned in relatively close proximity to one another with quite a dense grain of development.
- 6.4 Properties were located away from marshy areas or those that regularly flooded. These settlements are now easily accessible by road or sometimes rail with water access mostly being for amenity and recreation.

Key Features of Historic Clusters



Above: the aerial view demonstrates some of the characteristics of typical waterside home development - see numbers below (credit: Bluesky International Ltd & Getmapping PLC)

1. Properties front onto street
2. Denser form of development with clusters of buildings

3. Consistent property line
4. Less dominant connection to water
5. Medium sized back gardens
6. Gable/cross gable roof form common



Above: Figure ground showing typical plan form of historic cluster development
© Crown Copyright

Example Locations:

- Coltishall (in [Coltishall and Horstead Conservation Area](#))
- Belaugh (in [Belaugh Conservation Area](#))
- Stokesby
- Thurne
- Reedham
- Ranworth
- Northgate and Puddingmoor, Beccles (in [Beccles Conservation Area](#))
- Bridge Street, Bungay (in [Bungay Conservation Area](#))

Prevailing Characteristics

- (a) Period: 1500 – 1920s
- (b) Height: 1-2 Floors
- (c) Building Type: Terraces and buildings attached to one another

- (d) Parking: 1
- (e) Front Garden: 0-2m
- (f) Rear Garden: 5-20m
- (g) Building Line: Continuous – Staggered
- (h) Plot Sizes: min 5x15m - max 25x40m
- (i) Floor Area Ratio: 0.5-1.1
- (j) Building Coverage Ratio: 0.3-0.7

Prevailing Materials



Painted brick, pantiles



Coloured render



Flint and gault brick dressings

Roof, Form and Height

- 6.5 Buildings are often of a regular shape though at times can be irregular with walls angled to accommodate a street or a neighbouring property.
- 6.6 Roofs are generally pitched, sometimes with parapeted gables and can feature dormer windows.
- 6.7 Traditional materials are used for roof coverings, predominantly clay pantiles, with some use of slate or water reed thatch.
- 6.8 Buildings can vary in height. Predominantly they have two storeys but can be single storey or occasionally have up to three storeys.

Elevations and Detailing

- 6.9 Buildings are generally of red brick, with examples of flint, painted brick and coloured render. They are relatively simple in design with subtle decorative features such as the use of gauged brickwork over windows and doors, occasionally moulded brickwork, mock timber framing and knapped flintwork.

- 6.10 Windows and doors are often traditional in design.
- 6.11 There are some examples of modern and contemporary infill that are of mixed success with good examples responding to the local vernacular and context to positively contribute to the sense of place.

Uses and Activities

- 6.12 Buildings have generally been adapted over time. Many exhibit signs of former uses as pubs, shops, light industry or warehouses and have since been converted to homes, offices or other commercial uses. Often these changes are evident within the frontages of buildings, roof form or remnants of former doors and windows. Although residential dominates most areas, streets often contain a small amount of workspaces, offices, retail and leisure.

Access and Water

- 6.13 Often historic settlements are set a distance from the Broads or on the upper reaches of tributaries that are outside the Broads Authority area. Where they are close to the water there are some homes with similarity to Waterside Detached homes, such as large gardens leading to the water's edge. Many settlements retain public access to the waterside, either via staithe (Belaugh and Irstead), a river frontage (Reedham and Coltishall) or narrow alleyways ('The Scores' in Beccles). Historically, these would have been used for subsistence and trade, but today provide important views and access to the water for all.

Spaces

- 6.14 Streets are formed gradually over time and demonstrate evidence of historic land use and ownership. Buildings sit close to streets and spaces, creating a dense, more urban grain. Properties often have their primary elevation facing the street, sometimes with front doors directly onto the footway. Properties either have small front gardens or sit directly on the street edge.
- 6.15 In places, streets can be narrow with no pavements. Parking is generally constrained, either on plot or on-street. Some older garages and drives are not easily accessible.
- 6.16 Properties tend to be located on long, narrow plots, which either have no or modest front gardens. Private rear gardens can be either small courtyard-style gardens or large in size and tend to be well enclosed, sometimes with an open river frontage. Where gardens and streets have been changed to accommodate modern requirements for bins, servicing, storage and parking, it has at times had a detrimental effect on the street scene.



Above: A view of Thurne, with the historic cluster of development viewed from the opposite riverbank.



Above left: Thatched cottages in Ludham, with painted brick, render and timber joinery and building line directly on the pavement.



Above right: single storey flint cottage in Reedham with red pantile roof with dormer windows lighting accommodation in the roof space.



Above left: brick terraced housing in Stalham Staithe, with pantile roofs and small front gardens with a brick boundary wall.

Above right: Close-knit development at The Score in Beccles, with a mix of buildings constructed from various vernacular materials.



7. Rural Homes



Above: Rural homes in Tunstall

Key Defining Qualities:

- Low density homes, with sizable garden
- Generally detached, semi-detached or terraced 20th century homes or 19th century cottage
- Represent incremental growth of hamlets and village fringes or development associated with the agricultural industry

7.1 These low-density homes are often the result of late 19th century or 20th century growth of hamlets or villages, often on their fringes or alternatively were built as worker's homes in proximity to farms. Streets sometimes comprise a mix of 'Historic Clusters' and 'Rural Homes'. Generally, these are distinct from historic clusters in that they are much lower density, with larger plots (and gardens), set along lanes and occasionally cul-de-sacs. Often, they are arranged in a linear pattern along a road. Sometimes just one side of a road will have development with open-fields, woodland or marshes on the other, providing a pleasant outlook for homes. At times these are located on a ridge where the landscape transitions between the agricultural landscape on higher ground and the openness of the Broads on the slightly lower ground.

- 7.2 Private drives and garages are often included on the plots due to their larger size and location. There is some variety in built form, especially due to extensions and adaption. Buildings are often 1-2 storeys in height and are relatively wide.
- 7.3 The appearance and detail are often representative of the style of the time with a mix of Georgian, Victorian and mid-20th century. The latter sometimes comprise of simple single-storey bungalows. Older properties tend to be substantial with a deliberate order and design, whereas more recent homes tend to be more plain and simple.

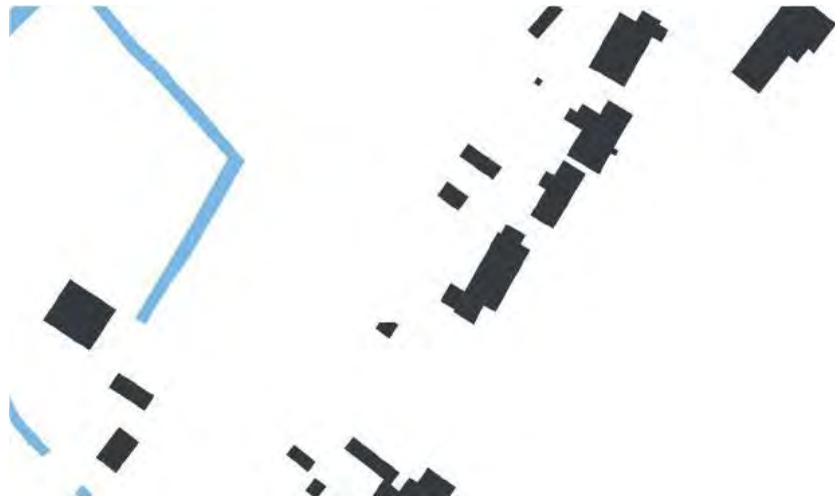
Key Features of Rural Homes



Above: The aerial view demonstrates some of the characteristics of typical rural home development - see numbers below (credit: Bluesky International Ltd & Getmapping PLC)

1. Larger semi-detached/detached properties
2. Spacious back gardens

3. Wide fronted home set back from street
4. Varied property frontage
5. Incremental periods of development
6. Strong relationship with open fields



Above: Figure ground showing typical plan form of built form to open space in rural home development © Crown Copyright

Example Locations

- Ormesby St Michael
- Tunstall (in [Halvergate and Tunstall Conservation Area](#))
- Hardley Street
- Langley Street
- Dilham

Prevailing Characteristics

- (a) Period: 1800 - 2020
- (b) Height: 1-2 Floors
- (c) Building Type: Detached, semi-detached or terraced
- (d) Parking: 1-3
- (e) Front Garden: 5-8m

- (f) Rear Garden: 10-16m
- (g) Building Line: Staggered Broken
- (h) Plot Sizes: min 10x30m max 15x80m
- (i) Floor Area Ratio: 0.3-0.6
- (j) Building Coverage Ratio: 0.2-0.4

Prevailing Materials:



Render



Red brick



Thatch and render

Roof, Form and Height

- 7.4 Homes are often of a similar size and scale, set either over 1, 1.5 or 2 floors.
- 7.5 Sometimes these have been extended over time.
- 7.6 More recent homes tend to be larger in scale.
- 7.7 Generally, roofs comprise a mix of gable and cross gable forms, often punctuated by chimneys.

Elevations and Detailing

- 7.8 Buildings generally comprise red brick with a clay pantile-covered roof. In some instances water reed thatch or slate can also be used.
- 7.9 Walls tend to be built from Norfolk red brick, with some painted brickwork or coloured render and flintwork also found.
- 7.10 Recent developments often draw inspiration from historic references and use traditional materials such as render and brick dressings.
- 7.11 Windows are generally a mix of timber sash or modern casement windows.
- 7.12 Buildings sometimes have projecting or recessed porches; bay windows are unusual.
- 7.13 The principal elevation tends to face the street with a more modest treatment at the

rear.

Access and Water

- 7.14 Many homes feature private drives found either at the side or the front of the property.
- 7.15 Many have garages and / or turning spaces, though this is not always the case.
- 7.16 These properties infrequently have river access but occasionally have drainage ditches acting as a boundary.

Spaces

- 7.17 Buildings are often arranged along lanes that lead between farms and villages. These tend to be narrow but can normally accommodate two cars passing but do not feature a pavement. Some more recent developments on the edge of villages do incorporate a footway.
- 7.18 Buildings are frequently arranged on only one side of the street with open fields on the other.
- 7.19 Generally, homes are set in a large plot and have large rear gardens providing good amenity space for high occupancy homes. Contemporary developments tend to have more modest gardens.
- 7.20 Front gardens tend to provide some greenery and a driveway and parking. Gardens tend to have been personalised, more ornamental and formal (opposed to natural and informal), with planting over time and frequently include trees and established shrubs and low-level planting, with hedges as a boundary treatment.



Above: Examples of Rural Homes



8. Farmsteads



Above: Farm at Ludham, with buildings positioned directly adjacent to the road and single storey buildings forming farm yards within the site.

Key defining qualities:

- Isolated clusters of buildings positioned either directly on lanes or set back from the public highway amongst fields and accessed via long private tracks.
- Farmsteads accommodate a variety of different building types relating to their agricultural use. Often have historic origins and contain both historic and more modern building types.
- Farmhouses are often positioned facing the road on a plot immediately adjoining the farm to which they are related, rather than within the farmyard and have a more domestic setting.

8.1 Farmsteads were often formed in the 18th or 19th centuries and contain historic buildings that were built for a particular use, with the form and design of the building reflecting that function, for example, as a pig sty, a threshing barn or cattle shed. The design and arrangement of the buildings, reflects the local materials that were available, as well as local farming practices.

- 8.2 In the Broads, farm buildings such as barns are not commonly found remote from the farmstead and instead tend to be situated in close proximity to one another, often arranged around a farmyard, or series of adjoining yards. This creates clusters of buildings in the landscape, often with historic buildings at the core and larger-scale more modern structures such as metal-clad barns or silos towards the edge of the farm site.
- 8.3 As farming methods and requirements have changed, many traditional buildings have become redundant and so buildings have been adapted for new agricultural practices or different uses. Since the late 20th century, many have been converted for uses such as residential or holiday accommodation or commercial use. This means some farms have transitioned from being occupied and managed by one party to having multiple different users and activities on site.
- 8.4 Further guidance from Historic England is also available, such as [Farm Buildings and Traditional Farmsteads](#) and the [Historic Farmsteads Preliminary Character Statement – East of England region](#).

Often farmsteads comprise of:

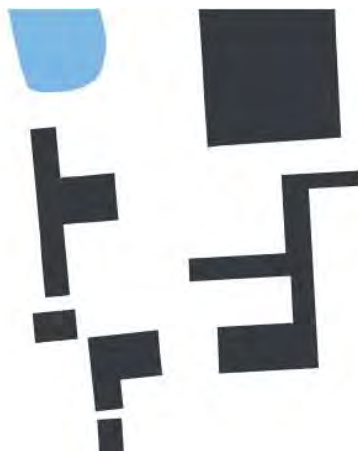
- Farmhouse
- Workers' cottages
- Barns
- Workshops
- Stores (small and large scale)
- Animal housing and shelters
- Silos

Key Features of Farmsteads



Above: Aerial view of typical farmstead (Bluesky International Ltd & Getmapping PLC)

1. Properties informally arranged around historic farmyard
2. Larger footprint barns/outbuildings
3. Typically pitched roof form with gable ends
4. Private driveway



Above: Figure ground showing relationship between buildings and open space in typical farmstead © Crown Copyright

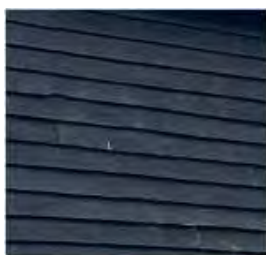
Example Locations:

- Stokesby Hall Farm
- Herringby Hall Farm
- Claxton Manor Farm
- Clippesby Hall Farm
- Manor Farm, Tunstall (in [Halvergate and Tunstall Conservation Area](#))

Prevailing Characteristics

- a) Period: 1500 - 2000
- b) Height: 1-2 floors
- c) Building Type: Detached
- d) Parking: 4+ spaces
- e) Rear Garden: 6-10m
- f) Building Line: Courtyard
- g) Floor Area Ratio: <0.1
- h) Building Coverage Ratio: <0.1

Prevailing Materials:



Timber cladding



Flintwork



Red pantiles



Thatch and parapeted gables



Painted masonry



Flint and red brick



Metal sheet cladding



Open-sided shelter

Uses

- 8.5 Many are still functional farms, although modern farming practices often require larger buildings which has meant that some smaller buildings have become redundant and larger modern structures have been erected.
- 8.6 Some buildings have been converted or adapted to other uses such as private homes, holiday accommodation, workshops or offices.
- 8.7 Historic farmhouses are normally still in residential use and are often still associated with the farm but are occasionally now in separate ownership.

Roof, Form and Height

- 8.8 The form tends to be varied and incrementally extended over time to meet the needs of the farm. This creates a varied composition within the cluster of buildings.
- 8.9 Historic large (threshing) barns frequently have parapeted brick gables with steep pitched roof slopes that would have been (or still are) thatched with water reed. In some instances, the thatch has been replaced with pantiles or corrugated metal.
- 8.10 Single storey outbuildings often form courtyards and have hipped, pantile roofs. More modern farm buildings tend to be larger in scale with lower pitched, sheet metal roofs.

Elevations and Detailing

- 8.11 Buildings are generally functional, have developed over time and have different proportions, all of which reflect the use for which they were built.
- 8.12 Often comprise a mix of materials, for example red brick plinths, with flint panels or timber cladding, or wholly Norfolk red bricks.
- 8.13 Detailing and dressing tends to be modest. Agricultural buildings often have large areas of blind walls with limited openings, restricted to small slit windows and large functional doors.

Access and Water

- 8.14 Farmsteads are generally set away from the water, although the farmland associated with the farm may be adjacent to the waterways.
- 8.15 Some farms have ponds and drainage ditches within their sites.
- 8.16 Farms are either accessed directly from the road into the farmyard or alternatively access is via a private track, with the farmstead sat amongst the fields or marshland. Buildings are generally arranged around a courtyard. Both courtyard and track tend to be unmade or gravelled, although those on a working farm or where there are new uses may be concreted or upgraded.

Spaces

- 8.17 Generally, buildings are arranged to form one or multiple farmyards. These are used for farming activity and storage of plant. Where buildings have been converted these can be used for amenity space, access and car parking.
- 8.18 Farmyards are functional spaces with little soft landscaping or greenery, although the rural position of farmsteads means there is normally plenty of greenery immediately adjacent to the farmstead and often within the adjoining farmhouse garden.
- 8.19 Farmhouses or workers' housing tend to have modest to large gardens.



Above: Examples of farmstead buildings

9. The Design Code

The Design Code Approach

Overarching Themes

- 9.1 The aim of the design code is to deliver high quality places that:
- Provide sustainable buildings, places and neighbourhoods
 - Protect and enhance biodiversity and the natural environment
 - Preserve and enhance the historic environment and the Broads' cultural heritage
 - Promote health and well-being
 - Create inclusive streets, spaces and homes for balanced communities
- 9.2 These themes can be seen as a common thread through all the codes with each contributing to the enhancement of the Broads.
- 9.3 The National Design Guide defines a well-designed place as one with these characteristics:
- **Context** enhances the surroundings.
 - **Identity** attractive and distinctive.
 - **Built Form** a coherent pattern of development.
 - **Movement** accessible and easy to move around.
 - **Nature** enhanced and optimised.
 - **Public spaces** safe, social and inclusive.
 - **Uses** mixed and integrated.
 - **Homes and Buildings** functional, healthy and sustainable.
 - **Resources** efficient and resilient.
 - **Lifespan** made to last.
- 9.4 Good design must incorporate all of these characteristics. However, given the status of the Broads as a protected landscape it is all the more important that the natural environment is protected, biodiversity enhanced, and the landscape setting valued. Equally, the cultural heritage of the Broads must be conserved and enhanced, with

design that reflects the areas' distinctive identity and harmonises with the wider landscape.

- 9.5 Instructions for using the Design Code can be found in the introduction to this document in section 1 of this document on page 5.



Above: 'The Ten Characteristics of a Well-Designed Place' from the National Design Guide, Ministry of Housing, Communities and Local Government, 2021

The Design Codes

Codes are identified by the prefix 'BA'

General Codes: applicable to all building types



Context

BA 1 Relationship to the site, local and wider context

- Proposals for new development must demonstrate an understanding of the context of the proposed site by analysing key contextual features, such as topography, landscape and natural features, the historic context, the layout of streets and buildings and typical form and details. It must be demonstrated how these have influenced the design of the proposed place and how the proposed design responds to the local identity and reinforces local distinctiveness.

Built Form

Building Form, Scale and Massing

BA 2 Roof Form

BA2 -1 General

- Proposals must clearly demonstrate how they are proposing to reflect the predominant roofscape of the area.
- Uniform ridge heights must be avoided, with slight variation required.
- Unless there is good justification, roofs must be hipped or pitched with gables, either perpendicular or parallel to a street, waterway or public space, depending on the prevailing arrangement.

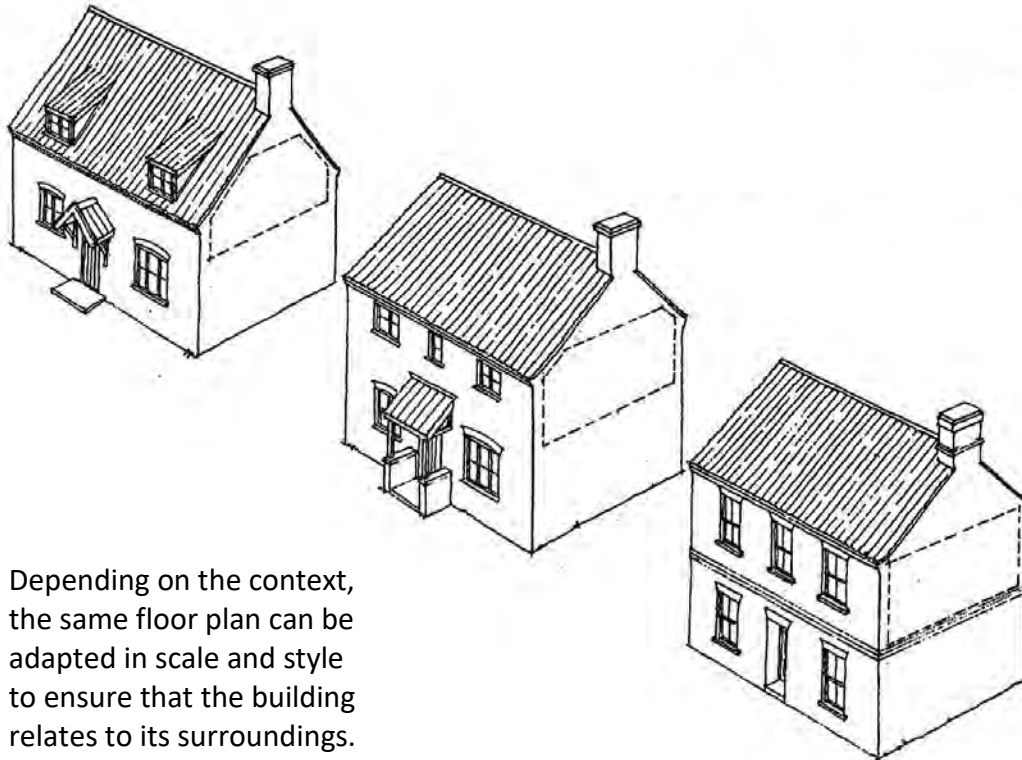
BA 3 Height and Storeys

BA3-1 General

- Buildings must comprise 1-2 storeys, additional floors may be possible if supported by the context such as on a split-level site or within a village centre. Often it is in

keeping with the character to have accommodation within the roof space benefiting from dormer windows.

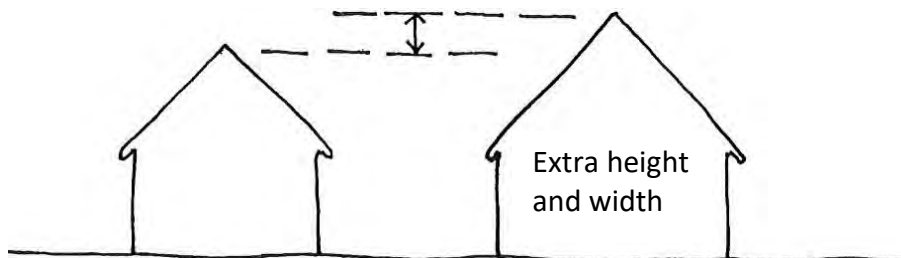
- New residential development must be compatible with national flood risk policy, which takes a precautionary approach. Where it is proposed to raise floor levels in any development, the impact of this on the overall height and scale of the building must be considered. In such cases, drawings to illustrate how the proposed building will relate to its surroundings must be submitted with planning applications.



Depending on the context, the same floor plan can be adapted in scale and style to ensure that the building relates to its surroundings.

BA 4 Width and Bays

BA4-1 Buildings must have an appropriate number of bays and widths for their context, the size of the plot and to comply with good design principles.



Above: the width of the plan of a building can affect its overall scale. This must be considered.

BA5 Building Line

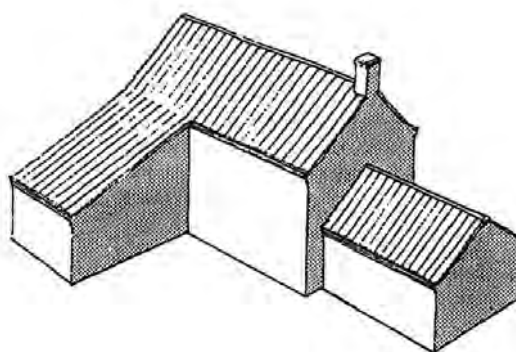
BA5-1 General

- The building line must be uniform, continuous and aligned to the front, be it close to the street edge, set back behind a street-facing garden or arranged parallel to the river. Staggering the building line must only be an exception.

BA 6 Setback

BA6-1 General

- A setback (from the road or water frontage) must be informed by the prevailing building line.



Above: Extensions should be subordinate to the host building. For example, the height should be less than the host building and side extensions should be set back from the front and rear elevations of the main building.

BA 7 Extensions

BA7-1 General

- Where appropriate, extensions must be subservient and comprise a small portion of the total floor area. They must meet the prerequisite codes on building line, set back, roof form and storeys. Extensions must be subservient to the main property in their form, design and chosen materials, relate to their wider context and must not substantially reduce the value and amenity of outdoor space.

BA 8 Outbuildings

BA8-1 General

- Outbuildings must be clearly distinguishable from the main building. The function of the outbuilding must be wholly ancillary to the main building (i.e. not an independent unit of accommodation).
- The appearance of the outbuilding can be different to that of the main building, but it must be subservient to it.

- The appearance of the outbuilding must complement and relate to its context, in terms of design, materials and finishes. The context may be the main buildings, other buildings, the garden and / or the wider landscape.
- The location and size of an outbuilding must not substantially reduce or extinguish the amenity value of outdoor space. Consideration must be given to the positioning of the outbuilding on the site so that it has a direct visual relationship with other buildings and is not isolated or otherwise prominently positioned.

BA 9 Domestic Boathouses

BA9-1 General

- Boathouses must be for the storage and private maintenance of boats and are often ancillary to a home or chalet. The boathouse must be subservient to the main building in both its scale, form and appearance. It is encouraged that these buildings are well ventilated and have gaps within doors and elevations.
- The use of lightweight and vernacular materials such as timber must be used. Buildings must have steeply pitched roofs with low over-hanging eaves. Water reed thatch, timber shingles or corrugated metal roofing are likely to be acceptable dependant on the context.
- Boathouses must have pitched, not hipped, roofs with the gable facing the water.
- Where a first-floor balcony is proposed within the gable, this must be recessed and must not project beyond the front or rear elevation of the building. Dormer windows are unlikely to be considered appropriate on a boathouse.
- Where gates are required for the boat house these must be traditional and side-hung. On occasions, roller shutters may be considered appropriate, depending on the context and design. In these instances, the shutter must be recessed back from the boat shed's river-facing elevation.
- The appearance of the boathouse can be different to that of the main building, but it must be subservient to it.
- The appearance of the boathouse must complement and relate to its context, in terms of design, materials and finishes.
- The location and size of a boathouse must not substantially reduce or extinguish the amenity or landscape value of the space surrounding it or the setting of the host dwelling.



Above: Boathouse, with typical characteristics including use of vernacular materials, low overhanging eaves and inset balcony.

BA 10 Banks and Moorings

BA10-1 General

- Open riverbank is strongly characteristic of the Broads and is strongly encouraged. New quay heading on 'soft' riverbanks will not be acceptable in most areas, particularly rural sites. Retention of the natural bank helps to protect the special landscape character of these areas and also wildlife such as water voles, nesting birds and fish.
- The design of new and replacement moorings must be appropriate to the location and reflect and complement the character of the area, for example whether it is rural or urban or has special heritage considerations. The impact on wildlife must also be considered, as should the safety of users.
- Subject to engineering considerations, where there is an existing 'hard' bank, piling and/or quayheading is acceptable in principle. The type of materials which will be appropriate will depend on the location and context and should be in accordance with the Local Plan for the Broads policy PODM41.
- The type of surfacing behind moorings must reflect the environment where the moorings are located. Grass or bark will be most appropriate in rural areas whereas in areas of high footfall other surfaces would be more suitable.

- At residential moorings, any ancillary facilities provided on site (this might include storage for bikes, rubbish, recycling and other residential paraphernalia), must be designed (in terms of its size, design and location) to have regard to the character and appearance of the area. Any amenity space and car parking must also be provided in a manner that is not of detriment to the character and appearance of the area.
- For more detailed guidance the Broads Authority's [Mooring Design Guide](#), the [Residential Mooring's Guide](#) and the [River Bank Stabilisation Guide](#) should be referred to.



Above: Steel (left hand side) and timber (right hand side) quay heading, both with timber whaling boards and capping.

BA 11 Replacement Building

BA11-1 General

- Where the demolition of an existing building is proposed to enable a replacement building, there is a presumption in favour of repairing, refurbishing, re-using and re-purposing existing buildings over their demolition, where this is the most carbon-

efficient option and the structure contributes, or can be suitably adapted, to the positive character of the area. Please refer to Local Plan Policy PODM2.

- Replacement buildings must complement the character of the local area and reinforce the distinctiveness of the wider Broads setting.
- Replacement buildings must match the footprint area of the existing building. Any increase must be proportional, justified and appropriate to the site.

Uses

BA 12 Conversion

BA12-1 General

- Requirements in the Broads Local Plan policies relating to the acceptability of building conversion must be met.
- The building must be capable of conversion without major rebuilding or substantial extension and should retain features of the original building that positively contribute to the character of the building. Changes to the building must be appropriate to its character, appearance and setting and must not result in an adverse effect on the wider Broads' landscape.

BA 13 Security

BA13-1 General

- The design and layout of development must be safe and secure, with natural surveillance. Measures to reduce the risk of crime and anti-social behaviour should be considered at an early stage so as not to be at the expense of overall design quality. Schemes must address [Secured by Design](#) standards and be in line with the Crime Prevention Through Environmental Design (CTPED) Principles as appropriate.

Identity

BA 14 Frontages and Entrances

BA14-1 General

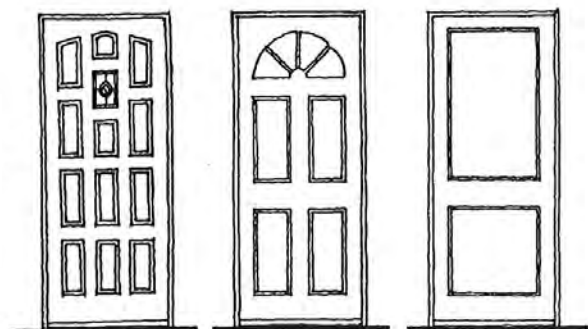
- All properties must have primary entrances in a prominent and visible location on the street-facing elevation. Properties should provide strong natural surveillance to all public spaces, be it streets, green spaces or waterways.

BA 15 Fenestration and glazing

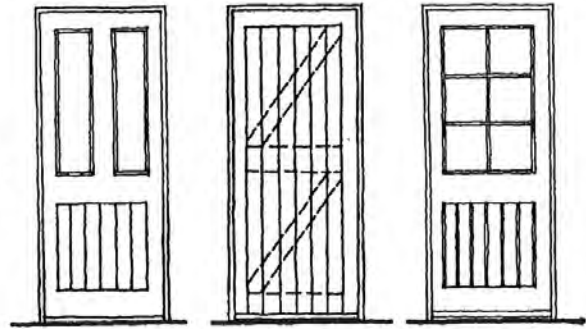
BA15-1 General

- Fenestration must be ordered across principal elevations (i.e. the front and rear), often displaying horizontal symmetry, vertical rhythm and variation between floors (i.e. ground and first). Consideration must be given to wall to window ratio to ensure pleasing building proportions.
- There must be some consistency in window design. Where individual windows and doors must be different to others for practical reasons, the height or overall proportions must relate to other windows or architectural features of the building.
- Fenestration should sit back from the wall plane within a recess with a reveal. In traditional-style chalet buildings this may be a shallow reveal, due to the relatively lightweight walls. In other building types it is expected that this will be greater.
- Design can often be enhanced by framing views out of the building with smaller, well-positioned windows. This also adds visual interest to elevations, reduces the extent of glazing, provides more useable internal wall space, less summertime over-heating and mitigates impact on protected Dark Sky zones.
- Fenestration design must have regard to '[Towards a Dark Sky Standard](#)' and Local Plan for the Broads Policy PODM27. Where necessary, mitigation measures such as a reduction in window size, the recessing of windows or managed solutions will be required.
- Doors should be appropriately designed for the style of the host building.

Over-fussy or poorly proportioned doors



Designs which are simple and have a link to local tradition /



BA 16 Materials

BA16-1 General

- The Broads are characterised by a limited palette of natural vernacular materials, predominantly: red pantiles, water reed thatch, timber shingles, red brick, coloured render, timber cladding and flint. These materials must be used as they reinforce local distinctiveness, are visually recessive and have a soft and natural texture that relates well to the wider landscape and helps new buildings to harmonise with their surroundings. Choice should be steered by context and can be applied differently to vary the design and composition of the building whilst responding to the local character.
- Structures made with stainless steel or glass (e.g. balustrades) are therefore likely to appear incongruous and in most locations must not be used, due to their shiny and reflective qualities which are at odds with the predominant palette of materials found within the Broads.

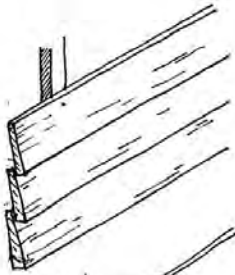


Above: The use of timber for the external materials of Carlton Marshes Visitor Centre help it to sit successfully within the sensitive landscape.

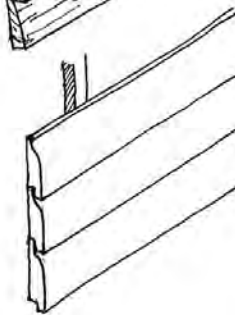
- As set out in the Local Plan for the Broads (Policy PODM51), there is an expectation that high quality materials must be used in the Broads.
- All development must also take opportunities to reduce the development's embodied carbon content through the careful choice, use and sourcing of materials. Consideration must be given to their whole-life cycle: their manufacture, transportation, length of life, disposal and ease of repair, rather than replacement and disposal.
- Timber is a renewable resource that absorbs carbon as it grows. Depending on the quality of the timber and its maintenance, it should have a long life and individual elements can be repaired, rather than requiring wholesale replacement. It is also a biodegradable material so should not result in landfill or the use of more resources to enable its recycling. Therefore, the carbon footprint of timber will usually be lower than that of composite materials or oil-derived plastics and as such it will be preferred to those materials for windows, doors, decking and cladding. Timber also has a more natural, softer, and traditional appearance, with a less reflective finish and more texture than man-made products.
- Consideration must be given to:
 - Using locally sourced materials as they often have a lower carbon footprint and help to sustain the local economy;
 - Using responsibly salvaged or recycled materials, from former buildings on the site, nearby or within the region, as this can help to reduce the energy usage in the construction of the dwelling;
 - Using naturally renewable materials, (such as FSC certified timber), as these use less energy to produce than manufactured materials such as uPVC or other composite materials.



Vertical board and batten



Sawn featheredge boarding. This appropriate for boathouses, boatsheds and non-residential buildings.



Planed shiplap boarding. This is more appropriate for residential buildings.

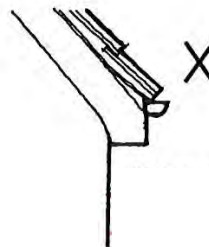
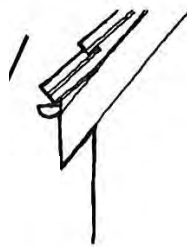
Above: Types of timber cladding using different boards.

BA 17 Detailing

BA17-1 General

- Architectural detailing must reflect the prevailing context and decorative traditions found within the Broads.

Soffit following underside of rafters



Horizontal soffits are not traditional to the Broads area

- It is the local tradition for gables (main gables and those on dormers and porches) to be finished at eaves-level with barge boards. The soffit (underside) of these bargeboards must be angled to follow the underside of the rafters rather than being horizontal.
- The finish, treatment and detailing of timber wall cladding should be considered, with a more rustic style for rural settings (e.g waney-edged) and more formal finish for built-up areas.

- The finish of soffits must be considered and should have an appropriate cladding or finish.

BA 18 Colour

BA18-1 General

- The colours of new materials must be complimentary to the established palette of local materials (red brick, red pantile, muted-coloured render and reed thatch, along with the colour of grey metal, flint and black pitch on timber).



Above (left): a timber-clad soffit to a balcony, with a more formal shiplap cladding.

Above (right): waney-edge timber cladding. This is appropriate for non-residential buildings such as boatsheds, boathouses and outbuildings.

Nature

BA 19 Boundaries

BA19-1 General

- Local Plan Policy PODM24 should be complied with in relation to trees and hedges.
- Where gates are proposed adjacent to a public street or space, they must not exceed the height of the boundary treatment and must have gaps to enable views through.

- The design of gate piers must be appropriate to their setting and the host building.
- Rear boundaries, where adjacent to a publicly accessible area, must match the prevailing materials of the building or its neighbours.

BA 20 Biodiversity

BA20-1 General

- Gardens and outside spaces play an important role in the biodiversity of places. New development must enhance the biodiversity on the site and create new habitats. Examples of biodiversity enhancing measures include: providing roosting / nesting spaces for bats, birds and invertebrates; using sustainable urban drainage systems (SUDS) or landscaping to create habitats; or managing an area for wildlife purposes.
- Developments must achieve Biodiversity Net Gain (BNG) requirements as per national and local policy.
- The Broads Authority's [Biodiversity Enhancements Planning Guide](#) provides additional guidance.

BA 21 Gardens and landscaping

BA21-1 General

- All residential properties must comprise a street-facing garden, following the prevailing building line and set back. Front gardens must be at least 1m deep with at least 700mm for planting.
- Gardens must predominantly contain soft landscaping. As well as enhancing biodiversity and creating habitat, this provides better drainage in low-lying areas that are often prone to flooding.
- Excessive areas of hard landscaping, for example oversize driveways or patios, must be avoided.

BA 22 Planting

BA22-1 General

- Local Plan Policy PODM24 should be complied with in relation to trees and hedges.
- Planting must be maintained and should not provide hiding places or shield lighting that could negatively impact natural surveillance.

BA 23 Lighting and dark skies

BA23-1 General

- Development proposals must demonstrate that good lighting management and design has been applied. Policy PODM27: Light pollution, dark skies and nocturnal character of the Local Plan for the Broads must be complied with.

Resources

BA 24 Flood risk

BA24-1 General

- Replacement buildings need to be resilient and must adhere to national flood risk policy and advice from the Environment Agency who will be consulted on planning applications where appropriate.
- It is sometimes appropriate to set the ground floor level of a new building above an appropriate flood level. Consideration must then be given as to how the space beneath the building is treated, as well as how safe access for all is provided into the building.
- The raised area must allow water flow beneath the building. Solid screening of the raised area must therefore be avoided as it would impede water flow and can make the building appear oddly-proportioned, increasing the impression of height.
- The following methods are options to reduce the visual impact of the raised area:
 - Where the building is raised by around 1m in height, 'hit and miss' type cladding can be employed to screen the lower area whilst allowing water ingress;
 - A verandah / balcony running horizontally at internal ground floor level, over-hanging the raised area can help to visually separate the building from the space beneath it;
 - Landscaping can be employed to screen the lower area and incorporate safe and attractive access routes;
 - In some instances (particularly where the building is raised on taller stilts) it may be appropriate to leave the area beneath the building unscreened. This space must be managed to avoid it being used for storage etc, which would impede water ingress and look visually cluttered.

BA 25 Drainage

BA25-1 General

- Permeable materials for hard and soft landscaping must be maximised (where this is not possible, for example in areas such as working yards and heavily trafficked areas, the reason should be set out and mitigation measures incorporated).
- It is encouraged that run off from buildings should be captured in water butts or grey water recycling and storage to contribute to private water use.
- Nutrient neutrality is a key consideration for development in some areas. See policy on

BA26 Utilities and Services

BA26-1 General

- A comprehensive and co-ordinated approach to development must be taken, considering and respecting existing site constraints, including utilities situated within sites.
- Service boxes and utilities connections must not be on the front elevation or must be concealed from view.
- Bin stores must be appropriate to the size and use of the property and encourage (by ease of access and use) the recycling and sorting of waste.
- Bin stores must be reasonably located as to minimise the distance and obstruction to waste collection points. Waste collection must be able to be made where it does not conflict with public spaces or pedestrians such as on footways.
- Bin stores must be located without detriment to the appearance of buildings and areas and where possible should be integrated with, and match, boundary treatments.
- At an early stage in the design process, consideration must be given to ventilation, drainage and other services to ensure that items such as soil vent pipes and extract ventilation are unobtrusively located on buildings.

BA 27 Solar gain

BA27-1 General

- Solar gain is a particularly effective form of passive heating. Radiation from the sun is predominantly short-wave infrared radiation which is able to pass through glazing and heat the internal fabric of the building. The long-wave infrared radiation that is re-radiated by the heated fabric of the building is not able to pass back out through the glazing, which results in accumulating heat internally. This is sometimes referred to as the 'greenhouse effect'.

- Solar gain can therefore be beneficial in cooler climates and in winter. However, over-heating can then be a problem in summer months and at particular times of the day. A [recent study](#)¹ found that one third of UK homes are at risk of dangerous over-heating as temperatures rise due to climate change. Part O of the Building Regulations was recently updated and introduces a maximum amount of glazing allowed in a single room to help address the issue.
- Buildings must (where possible) be designed in such a way that passive heating can be obtained through solar gain whilst mitigation measures must be included to ensure that over-heating does not occur. These can include:
 - Using the siting and layout of the dwelling to take advantage of solar gain by orientating the main glazed elevation within 30 degrees of south. It is recognised that where there is a well-established orientation for buildings in an area, this may not be possible to achieve;
 - Siting, layout and orientation can also enable more natural daylight in the dwelling and reduce the amount of lighting required;
 - Consider the size of windows and other openings, whether sill levels can be raised, whether they can be positioned to provide through-ventilation, their solar exposure and if additional shading measures such as brise-soleil, shutters, verandahs, canopies or setting back windows within a recess would be appropriate (this can also help to reduce light pollution -see Code BA23).

BA 28 Sustainability

BA28-1 General

- New development must be resilient to a changing climate.
- Proposals must state clearly how they have reasonably exhausted all options to create a sustainable development.
- New development must:
 - Ensure existing native planting and natural features are retained in development;
 - retain and enhance green and blue infrastructure, including habitat links and corridors;

¹ *Its Getting Hot in Here*, Jonathan Marshall, August 2023 (The Resolution Foundation)

- incorporate suitable features to enhance biodiversity (see section BA20 Biodiversity)
- incorporate energy efficiency measures appropriate to the building;
- incorporate renewable energy measures that are sensitive to the local area and character, this may include solar photo voltaic panels and heat pumps;
- use locally or sustainably sourced materials;
- design the building to enable flexibility for the use of spaces and access in and around the building as the requirements of occupants may change;
- ensure safe, attractive and well-connected cycle and pedestrian access.
- Further advice can be found in the Broads Authority Sustainability Guide.

BA 29 Energy efficiency

BA29-1 General

- Policy PODM18 of the Local Plan for the Broads must be complied with in relation to new development and changes to existing buildings.

BA 30 Solar Panels

BA30-1 General

- In many instances, the installation of solar panels is permitted development, subject to certain conditions. However, where photovoltaic (solar) panels are proposed, consideration must still be given to mitigating their visual harm. Where possible, panels must be placed on the least publicly visible roof slope. This is particularly the case where the roofscape is of particular importance to the character of a place (within conservation areas this may be identified as a feature of significance in the Conservation Area Appraisal document).
- Consideration must be given to:
 - positioning solar panels as a freestanding solar-array in a secluded location or locating panels on the roof of an outbuilding or in a roof valley;
 - ensuring that the panels are non-reflective;
 - ensuring that shiny, silver-coloured stainless steel frames and fixings are not used, instead using matt-black finishes and frames which are more visually recessive;

- integrating solar panels into the roof covering, rather than being positioned on top of the existing roof;
- the existing or proposed roof covering and how conspicuous the solar panels will be on it (e.g. panels are more visually intrusive on red pantiles than on slate or black pantiles);
- using another form of photovoltaic system, for example 'solar slates'.

BA 31 Water Efficiency

BA31-1 General

- The Broads are situated within one of the driest parts of the country. As such all new development must demonstrate that they are water efficient. This could include the use of energy efficient fittings and systems and grey water harvesting. Policy PODM6 of the Local Plan for the Broads must be complied with.

Movement

BA32 Street Design

BA32-1 General

- All buildings must be accessible by foot and pedestrian access and safety must be improved in an appropriate way where possible. This may include prioritising more vulnerable road users (pedestrians, cyclists and equestrians) and encouraging the planting of hedges and trees to enhance the existing character of streets thereby encouraging safer and slower driving by vehicles.
- Where the character of the place allows (for example within towns), separate and segregated pedestrian routes must be provided.
- New development must:
 - Connect with the wider street network and existing access points to improve permeability (where appropriate);
 - Understand and incorporate natural movement and desire lines;
 - Deliver convenient walking and cycling access that minimises walking and cycling distances so that people can easily reach their destinations;
 - Connect with and enhance access to any existing footpaths or cycle routes;
 - Offer direct and safe connections to existing streets, amenities and destinations;

- Ensure passive surveillance by surrounding properties;
- Consider whether new streets can be used to frame views.
- [Suffolk Design: Streets Guide \(Suffolk County Council\)](#) and [Manual for Streets](#) and [Manual for Streets 2](#) provide examples of best practice for highway design and must be consulted to inform development.

BA33 Cycling

BA33-1 General

- Secure and convenient cycle storage must be provided for all development where people live, work or visit and must be:
 - Covered and protected from the rain;
 - Secure and lockable, with natural and passive surveillance;
 - Convenient, either by being near to the street or in a place able to be ridden to (such as down a private drive). Needing to carry a bike through buildings must be avoided;
 - Positioned in an accessible location that does not cause harm to the appearance of the building or wider location;
 - Designed to be appropriate to the context;
 - Separate to bin stores.

BA34 Vehicle Parking

BA34-1 General

- Where residential parking can be provided on site, it must be positioned perpendicular to the front (street-side) of the dwelling or in another position that allows natural surveillance from active rooms (e.g. not bathrooms or bedrooms). However, parking will not be acceptable on the river frontage of a building.
- Where communal parking areas are necessary, bays must be allocated to individual properties, sited in small groups, close and adjacent to homes and be within view of active rooms.
- Rear parking courts are generally discouraged as they frequently create an unattractive space that is vulnerable to crime and anti-social behaviour. In some rural or waterside areas where on-site parking is not available, this may however be

necessary. In these instances, parking areas must be designed to ensure they visually relate to their context and benefit from natural surveillance.

- All parking areas must be positioned and designed in such a way to mitigate its visual impact, for example, through the use of appropriate surfacing and planting.
- District and County parking standards and those set out in Neighbourhood Plans must also be complied with.

BA35 Electric Charging points

BA35-1 General

- All new homes must now have an electric vehicle charging point and it is strongly encouraged that they also be provided for other development, as required by Building Regulations. The installation must comply with Policy PODM55 of the Local Plan for the Broads.

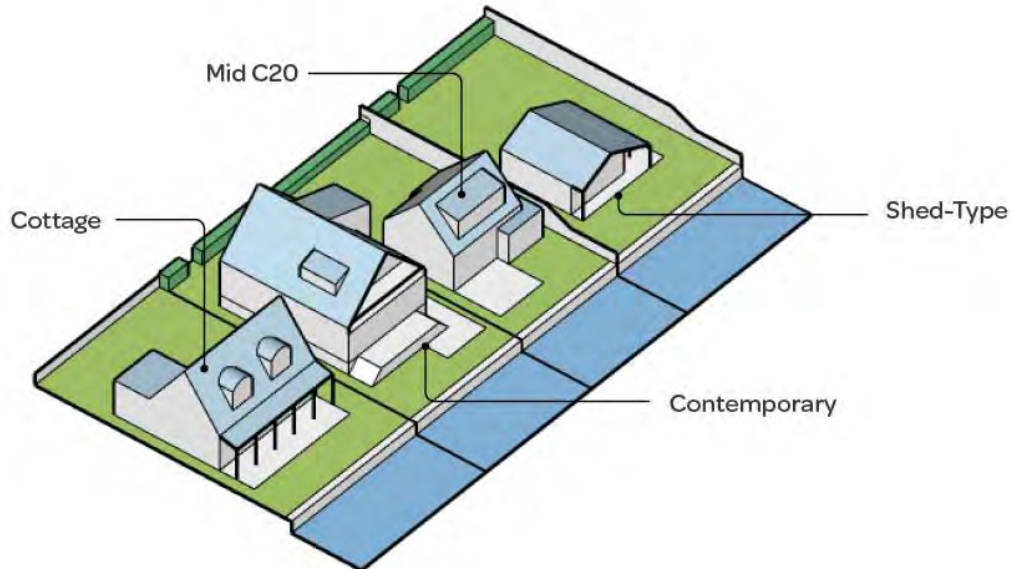
BA36 Access for All

BA36-1 General

- Accessibility to all new development must be considered. Dwellings must meet Building regulation standard M4(2) and / or M4(3) and if it not considered appropriate justification must be provided as set out in Policy PODM51j.



Codes relating to Chalets



Built Form

BA 2 Roof Form

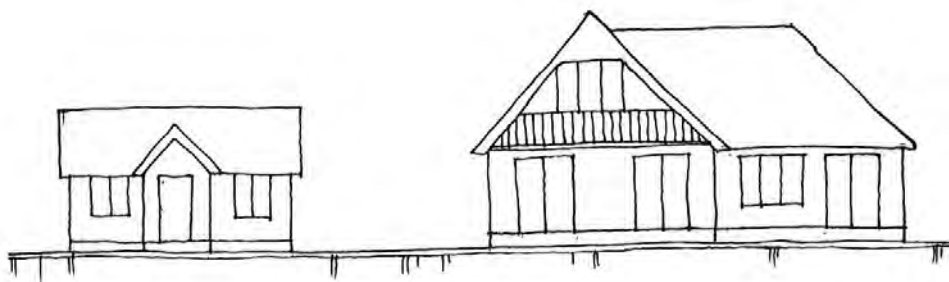
BA2-2 Chalets

- The roof form must reflect the predominant and historic roof form found in the vicinity.
- In most cases, the roof must be the most dominant feature and proportionally should be larger than walls. This improves the proportions of the building and roofs merge more easily into the landscape. An exception to this is shed-type chalets where a shallower pitch may be appropriate.
- Chalet roofs must have overhanging low eaves and well-proportioned gable ends.
- Variety of roof orientation and pitch adds richness to some chalet areas. In other areas, there is great consistency in roof form which must be adhered to.
- Where proposals include dormer windows, the form (e.g pitched, catslide, eyebrow or flat) must reflect those found in the vicinity. Dormers must not be used on shed-type chalets.



Above: Pitched roofs of varying pitches but consistency of orientation and no dormers on these 'shed-type' chalets at Brundall.

- Rooflights must be carefully positioned and must be conservation-style, flush-fitting and comply with Local Plan for the Broads policy PODM27 in relation to light pollution. They must be placed on the least visible roof slope and be as few in number as possible to avoid visual clutter. Rooflights will rarely be appropriate on thatched roofs.



Above: New chalets must respect the scale of adjoining properties.

BA 3 Height and Storeys

BA3-2 Chalets

- Chalets must generally be arranged between 1 - 1.5 storeys depending on the predominant scale of chalets in the vicinity. Variety in composition is characteristic and therefore slight stepping up and down in height is advantageous.

BA 4 Width and Bays

BA4-2 Chalets

- Development on chalet sites should not take up the whole width of the plot. There must be sufficient gaps between buildings to ensure that the built form does not predominate and that views between the land and water are gained.

BA 5 Building Line

BA5-2 Chalets

- In most instances there is an established building line that must be adhered to, although slight staggering may be acceptable. New chalets must be set back from the water's edge to provide a garden area, the building line must be broken with gaps to ensure sufficient amenity space and allow views between the water and land.

BA 6 Setback

BA6-2 Chalets

- Generally, a chalet must be set back from the water to create a meaningful amenity space. Buildings must be no closer than 2m from the water's edge and ideally more, dependent on context. Buildings must have over 2m set back from the landside access.

BA 7 Extensions

BA7-2 Chalets

- Any extension must be clearly subservient to the main building and must not erode the original form, proportion and configuration of the building. The riverside frontage is the principal elevation and extensions to this elevation must therefore be carefully designed.
- If the plot is of a limited size, with a high building coverage, then extensions are not appropriate.

- Extensions of a contemporary design must share common features with the host building.

BA 8 Outbuildings

BA8-2 Chalets

- Outbuildings are generally not appropriate but small stores may occasionally be acceptable. Any such structures must make reference to the main building in terms of their design.
- Consideration must be given to the scale and positioning of outbuildings to ensure that open spaces around chalet buildings are retained, to allow views and glimpses between the river and the land behind the chalets.

BA 11 Replacement Building

BA11-2 Chalets

- It is especially important to recognise the cultural heritage value of the chalets and the contribution they make to the wider Broads landscape. Loss of historic chalet buildings will not always be acceptable and must be justified. Consideration must be given as to how any replacement building would enhance landscape and cultural value, through its architectural design (including form, shape, mass, scale, size and materials).
- Replacement chalet buildings must be sized and positioned to ensure that gaps between built form on chalet plots are retained to allow views through the sites from the road to the water and vice versa.

Identity

BA 14 Frontages and Entrances

BA14-2 Chalets

- Chalets must treat their waterside frontage as their primary frontage. The landside frontage must be more modest and include the front door and access to the building. This must benefit from natural surveillance.

BA 15 Fenestration and glazing

BA15-2 Chalets

- Fenestration must be arranged in accordance with the predominant characteristics of the chalet-type, either symmetrical or asymmetrical.
- The size of windows must relate to the chalet type: cottage and shed-type chalets must generally comprise smaller windows. Contemporary chalets may have a mix of window sizes.
- Individual windows must generally be narrow rather than wide in proportion. If windows are to have a horizontal shape, they should be divided into narrow, vertical panes.

BA 16 Materials

BA16-2 Chalets

- In waterside locations, timber-frame is the most appropriate form of construction for small-scale buildings with steel structural frames or a piled steel framework to build off for larger buildings.
- Materials must comprise of timber boarding or shingles, render or metal cladding, with water reed thatch, pantiles, timber shingles or metal sheet roofing. Timber joinery must be used. Where justified, aluminium can occasionally be used as an alternative.

BA 17 Detailing

BA17-2 Chalets

- There is a tradition of whimsical detailing on some chalet buildings and this is encouraged. It provides an opportunity for modest artistic and stylistic detailing to add 'personality' to a property. This can reflect surrounding or prominent decorative traditions. Examples include, decorative timber bargeboards or verandahs, or metalwork such as weather-vanes.
- A verandah, structural canopy or recessed (covered) balcony on the waterside of the building must be provided. This provides additional (all weather) amenity space and is a traditional feature of chalet buildings.

BA 18 Colour

BA18-2 Chalets

- Chalet buildings must make use of contrasting colours, with window and door frames, bargeboards and other joinery being painted or stained in a contrasting colour to walls.

Nature

BA 19 Boundaries

BA19-2 Chalets

- Hedges are encouraged on the landside. Other potential boundary treatments include cleft chestnut fencing and hurdles made from close-woven osiers, hazel wattle or reeds.
- On the river-facing side of the chalet, side boundary treatments must not exceed 1m in height and 700mm adjacent to the river.
- Boundary treatments must not be used along the water's edge.

BA 21 Gardens and landscaping

BA21-2 Chalets

- Gardens can comprise of a modest, functional, street-side garden with emphasis on the waterside garden to provide amenity space. Chalets must maintain a clear open margin to the river frontage with the retention of lawns and low-level planting so as not to compromise openness. Planting should typically be natural and avoid regular spacing and formal borders (although this will be dependent on context).
- Areas of decking may not always be acceptable and must be limited in their extent. Decking must not form more than one third of amenity space or 30sqm, whichever is the smaller.
- Glazed balustrades to verandas, decking (or in other areas) are not acceptable due to their shiny and reflective qualities which are at odds with the natural and vernacular materials predominantly used in the buildings and their detrimental impact on the wider landscape setting.

Resources

BA 27 Solar gain

BA27-2 Chalets

- Where there is a pre-determined layout for buildings, varying orientation may not be possible.
- Mitigation to over-heating may include deep over-hanging eaves, shutters, recessed balconies or glazing and the arrangement of doors and window to provide through-draughts. There may be opportunities to include brise-soleil into contemporary chalet types.

Movement

BA34 Vehicle Parking

BA34-2 Chalets

- Any changes to vehicular access or parking must be limited to the street-side, (rather than river-side) of the site and must not be detrimental to the visual amenity of the site or wider area.

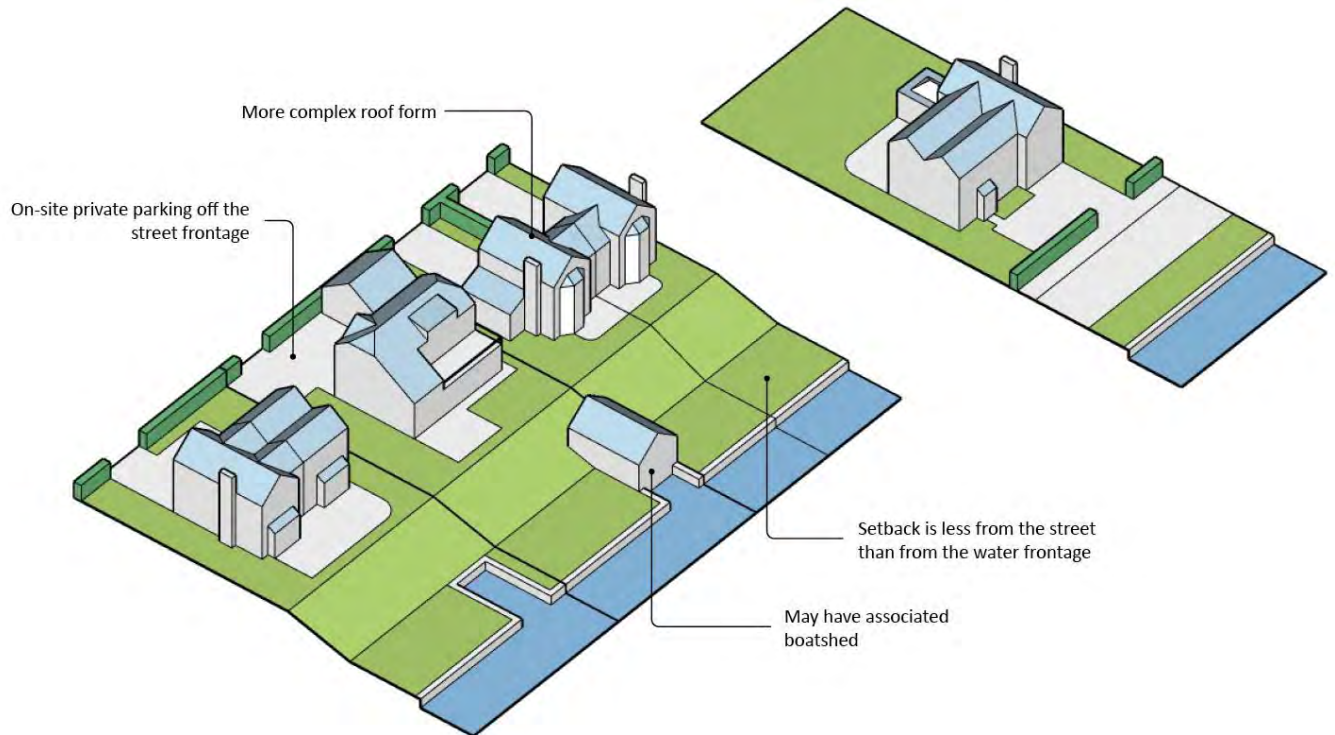
BA36 Access for All

BA36-2 Chalets

- Where new development is raised above ground level, consideration must be given as to how access for all is provided to the property. This should be designed in such a way that it complements the building and wider area and can be used to screen the void beneath the building.



Codes relating to Waterside Homes



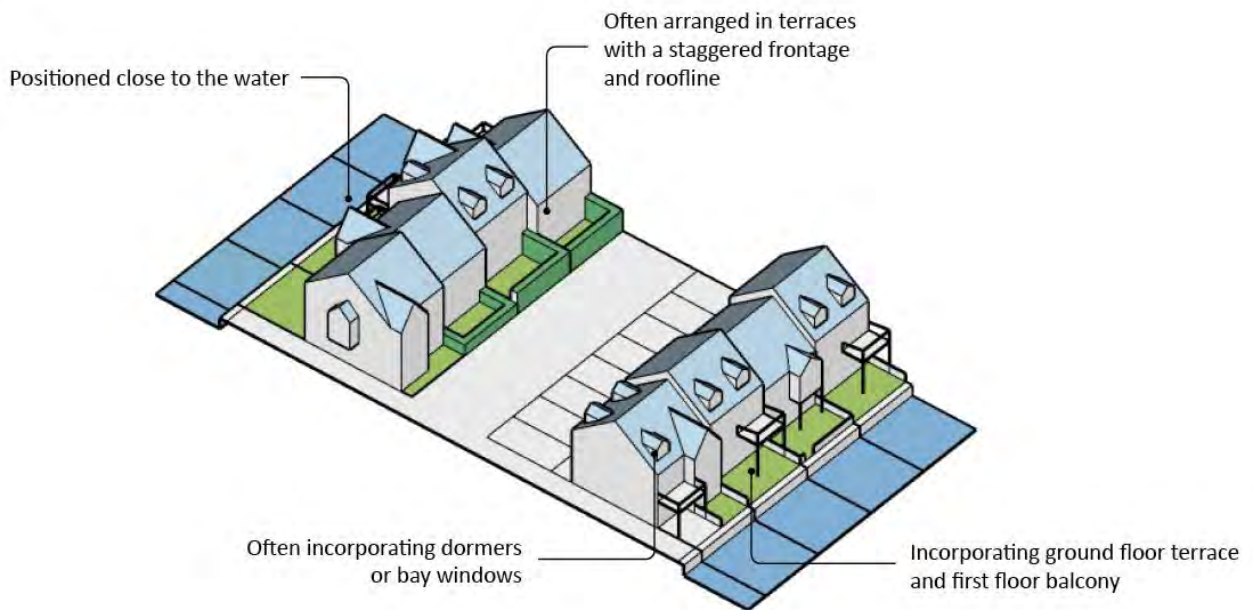
Built Form

BA 2 Roof Form

BA2-3 Waterside Homes

- Waterside Homes must comprise more complex roof composition, with a mix of cross gable, hipped or dominant and subservient elements, such as dormers. Flat roofs may also be considered appropriate on more contemporary designs and green roofs are encouraged to enhance biodiversity and reduce rainwater run-off.
- Chimneys must be used to break up the roofline.
- Where proposals include dormer windows, the form (e.g pitched, catslide, eyebrow or flat) must reflect those found in the vicinity and be in keeping with the overall design of the building.
- Rooflights must be carefully positioned and must be conservation-style and flush-fitting and comply with Local Plan for the Broads policy PODM27 in relation to light pollution. They must be placed on the least visible roof slope and be as few in

number as possible to avoid visual clutter. Rooflights will rarely be appropriate on thatched roofs.



Above: Waterside Homes (Marina)



Above: Flat roofs can on occasions be considered appropriate for contemporary waterside homes

BA 4 Width and Bays

BA4-3 Waterside Homes

- For Detached building footprints, the number of bays can vary. Buildings must be wider across the plot than they are deep to take advantage of river views. Front doors can either be on the 'street-side' elevation or to the side.
- Marina-type Waterside Homes, must have a narrower footprint and houses can be arranged in terraces, running along the water's edge.

BA 6 Setback

BA6-3 Waterside Homes

- Buildings must be set back from the street by greater than 4m, which can allow for a street-side garden and parking. Where the property is in closer proximity to the street it must be designed to address it.

Identity

BA 14 Frontages and Entrances

BA14-3 Waterside Homes

- Must demonstrate both a positive street and water frontage.

BA 15 Fenestration and glazing

BA15-3 Waterside Homes

- 'Feature'-type glazing may be acceptable. Consideration must be given to recessing this and reducing its size, in order to minimise the reflective nature and glare from the glass in the wider landscape, provide more visual interest to elevations and reduce over-heating.
- Fenestration in Marina-type Waterside homes must be consistent with neighbouring properties, as these buildings are often designed as a terrace block.

BA 16 Materials

BA16-3 Waterside Homes

- Materials should generally comprise of red brick, render or timber cladding with slate or pantile roofing. Where flat roofs are considered appropriate on contemporary designs, a green-roof must be considered.

- Where new render is proposed on an existing Waterside Home of pre-1919 construction, consideration must be given to how the building works and whether the render will cause damp and other long term damage to the building.

BA 17 Detailing

BA17-3 Waterside Homes

- Brick bond must match that of the host building or predominant bond in the area.
- Elevations tend to express a strong architectural order, with rich detailing, including decorative brickwork as well as window dressing.
- It is encouraged that additional (all weather) amenity be created with the use of porches, verandas, canopies and recessed (covered) balconies on the waterside. The size of these should be appropriate for the dwelling size.

Nature

BA 19 Boundaries

BA19-3 Waterside Homes

- Where fences or railings are used, they must incorporate a planted strip of at least 700mm depth.
- On the river-facing side of marina-type Waterside Homes' gardens, boundary treatments to the side boundaries may have a maximum height of 1.8m for a length of 1.5m from the river-facing elevation of the property, stepping down to a maximum of 700mm.
- Boundary treatments must not be used along the water's edge.

Resources

BA 27 Solar gain

BA27-3 Waterside Homes

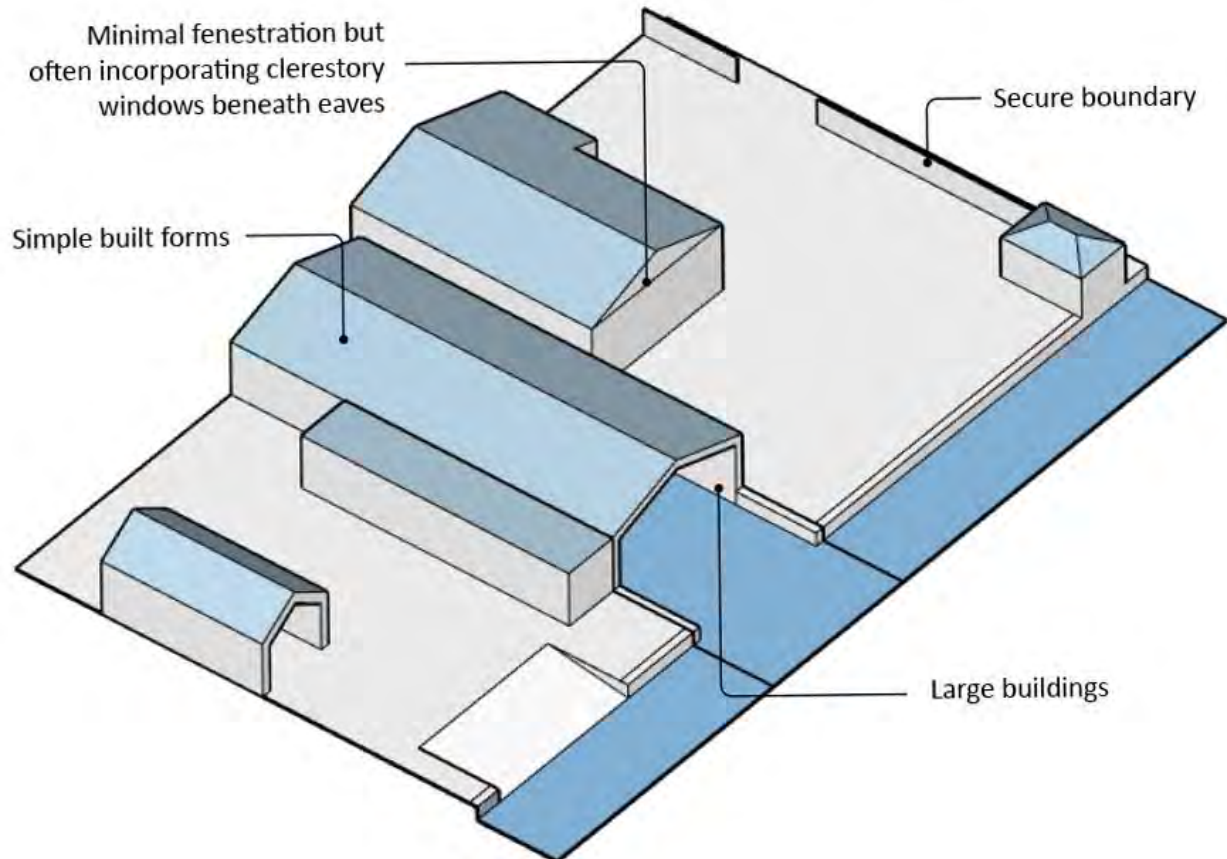
- Mitigation to over-heating may include deep over-hanging eaves, shutters, recessed balconies or glazing and the arrangement of doors and window to provide through-draughts. There may be opportunities to include brise-soleil into contemporary waterside buildings.

BA27-3 Waterside Homes (marina)

- Where there is a pre-determined layout for buildings, varying orientation may not be possible.



Codes relating to Boatyards

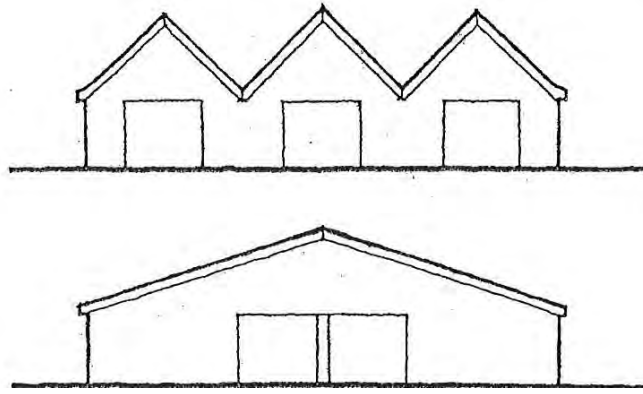


Built Form

BA 2 Roof Form

BA2-4 Boatyards

- Where possible, the size of a building with a large footprint must be reduced through a series of linked gables, rather than a single wide-span roof.
- In order to moderate the presence of larger buildings, low pitch roofs must be used with a mix of gable and hipped types. In most instances, roof forms should run perpendicular to the river with the gabled end fronting the water.



Above: A series of linked gables (top) can reduce the bulk of a boatshed with a large footprint, rather than using a wide-span roof (bottom).

- Where roof-lighting is required, translucent light panels must be used on sheet metal roofing to light the interior whilst retaining the profile of the roofing material. On other roof materials, other rooflight types can be appropriate.

BA 3 Height and Storeys

BA3-4 Boatyards

- Height must be equivalent to 2-3 domestic floor levels. A low pitch roof and low ridgeline alleviates the possible visual dominance of height.
- Any increase in height must be fully justified and a Landscape Visual Impact Assessment may be required.

BA 7 Extensions

BA7-4 Boatyards

- A large extension to a building may be considered appropriate where it does not unreasonably impact on the character and appearance of the wider area and supports the business use on site.
- Extensions must be smaller than the host building, but can be substantial where appropriate. Access and visual prominence in the wider context must be considered.

BA 8 Outbuildings

BA8-4 Boatyards

- Natural colours inspired from the surrounding landscape such as light greys, blues and greens must be used to help soften the impact of larger outbuildings, although

in some instances black or white can also be acceptable depending on the design of the building and its context.

Identity

BA 14 Frontages and Entrances

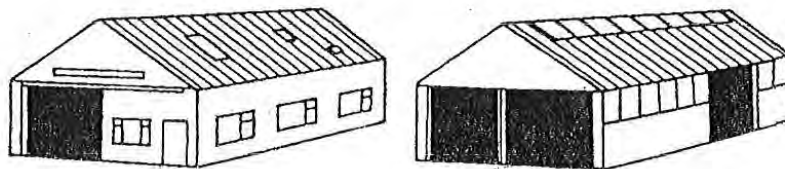
BA14-4 Boatyards

- Frontages may be limited with emphasis on operational and access needs for the boating industry. Buildings that have frequent activity, such as offices, must have obvious entrances and positively contribute to the frontages of public areas, such as streets or access points onto the site.

BA 15 Fenestration and glazing

BA15-4 Boatyards

- Strips of glazing divided into vertical panes is preferred to an arbitrary arrangement of unrelated window openings.
- On larger boatsheds, clerestory glazing (long bands of windows at eaves-level, separating the walls from the roof) is encouraged alongside other types of opening.



Above: Boatyard buildings often use strips of glazing divided into vertical panes (right). This is more successful than arbitrarily arranged windows of varying design (left).

BA 16 Materials

BA16-4 Boatyards

- The material palette is generally limited within boatyard locations and is typically metal or timber cladding with sheet metal roofing. Timber can give a more traditional appearance and help a large building relate to its context.

BA 17 Detailing

BA17-4 Boatyards

- Boatyards must typically have simple detailing and reflect structure and functionality.
- Steel or aluminium cladding must be selected according to the scale of the building. Deep profiles give texture to larger industrial units, while shallow profiles give texture and character to smaller buildings, without looking too heavy. Curved profiles are encouraged.

BA 18 Colour

BA18-4 Boatyards

- It is encouraged to use black, white, blue, green or grey tones depending on the local context and building design.

Nature

BA 19 Boundaries

BA19-4 Boatyards

- Boatyards must be reasonably secure but the design of boundaries should avoid creating an unwelcoming feel, particularly next to streets and public areas. Boundaries must be visually open and where palisade fencing is used it must incorporate a planted strip of at least 700mm.

Movement

BA34 Vehicle Parking

BA34-4 Boatyards

- Parking must be provided on site. Parking, meeting minimum requirements, must be permanent and not frequently repurposed due to other activity or operations. It should be positioned to benefit from natural surveillance but away from the waterside where possible.

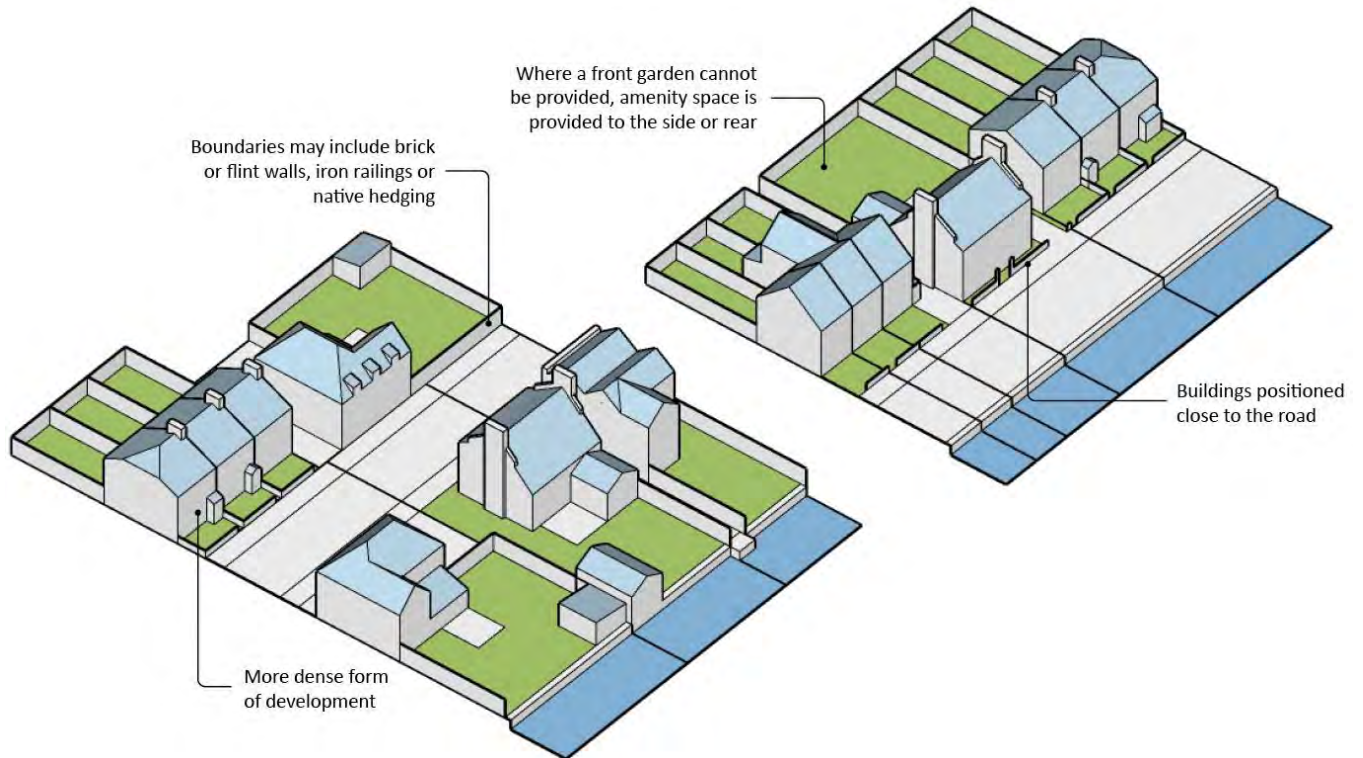
BA36 Access for All

BA36-4 Boatyards

- Consideration must be given to safe access for all around the site and for all boat users.



Codes relating to Historic Clusters



Built Form

BA 2 Roof Form

BA2-5 Historic Clusters

- Where proposals include dormer windows, the form (e.g pitched, catslide, eyebrow or flat) must reflect those found in the vicinity and be in keeping with the overall design of the building.
- Rooflights must be carefully positioned and must generally be conservation-style and flush-fitting and comply with Local Plan for the Broads policy PODM27 in relation to light pollution. They must be placed on the least visible roof slope and be as few in number as possible to avoid visual clutter. Rooflights will rarely be appropriate on thatched roofs.

BA 3 Height and Storeys

BA3-5 Historic Clusters

- Buildings must be limited in height to 2 storeys. More floors or accommodation within roofspace, may be considered acceptable dependent on context.

BA 6 Setback

BA6-5 Historic Clusters

- Buildings must be located close to the road or footway depending on context. A narrow landscaped strip or a recessed front door of at least 600mm but no more than 1000mm must be provided to allow users to step off the highway.



Above: a new home in Belaugh makes good use of traditional materials including timber joinery, red brick, flintwork and red clay pantiles. The massing of the building is successfully reduced by the projecting gables and varied roof forms.

Identity

BA 16 Materials

BA16-5 Historic Clusters

- Materials should generally comprise of red or painted (and in some instances in the southern Broads cream-coloured gault) brick, flint or coloured render, with water reed thatch, slate or pantile roofing. Joinery must be in timber.
- Where new render is proposed on an existing building of pre-1919 construction, consideration must be given to how the building works and whether the render will cause damp and other long-term damage to the building. Advice can be found on the [Historic England website](#).

BA 17 Detailing

BA17-5 Historic Clusters

- Brick bond must match that of the host building or predominant bond in the area.
- Generally, buildings are relatively simple in their detailing. Decorative brickwork is encouraged, such as around windows, doors, eaves and corners. In some instances, further detail is provided by porches and door-hoods or fenestration.
- A brick or tarred / rendered plinth is a traditional detail in many settlements. Consideration must be given as to whether it would be an appropriate detail to adopt.

BA 18 Colour

BA18-5 Historic Clusters

- Brighter colours (for example, coloured render) can be used to create more variety.



Above: Bridge Street, Bungay demonstrates how in more built-up areas the use of coloured render and painted brickwork and joinery can create visual interest. Many of the buildings also have a rendered plinth. Buildings are positioned directly on the pavement with gardens and amenity space to the rear. There is a consistent building line with some variation in ridge and eaves height, creating an interesting skyline.

Nature

BA 19 Boundaries

BA19-5 Historic Clusters

- Boundary treatment must match the predominant materials used by neighbouring properties within the street scene. Alternatively, the materials on the street-front elevation of the host building may be used, for example brick walls for a brick elevation. Materials may include red brick, flint, timber, hurdles or metal railings depending on the context or alternatively native hedging. Close-boarded fencing is unlikely to be considered acceptable in publicly visible areas.
- Boundaries along the street frontage must be less than 1.0m in height, unless the prevailing context suggests otherwise.

BA 21 Gardens and landscaping

BA21-5 Historic Clusters

- Front gardens may not be appropriate where prevailing building line and setback is flush with the road or footway. Rear or side garden space must be provided as an alternative.

Resources

BA 27 Solar gain

BA27-5 Historic Clusters

- Where there is a pre-determined layout for buildings, varying orientation may not be possible.
- Mitigation to over-heating may include deep over-hanging eaves, shutters, recessed glazing and the arrangement of doors and window to provide through-draughts.

Movement

BA34 Vehicle Parking

BA34-5 Historic Clusters

- Parking must be provided on site where the site size, position and configuration allows. Where this is not achievable due to the density of existing development and the character of the area (for example where there is terraced housing) on-street parking may be necessary.

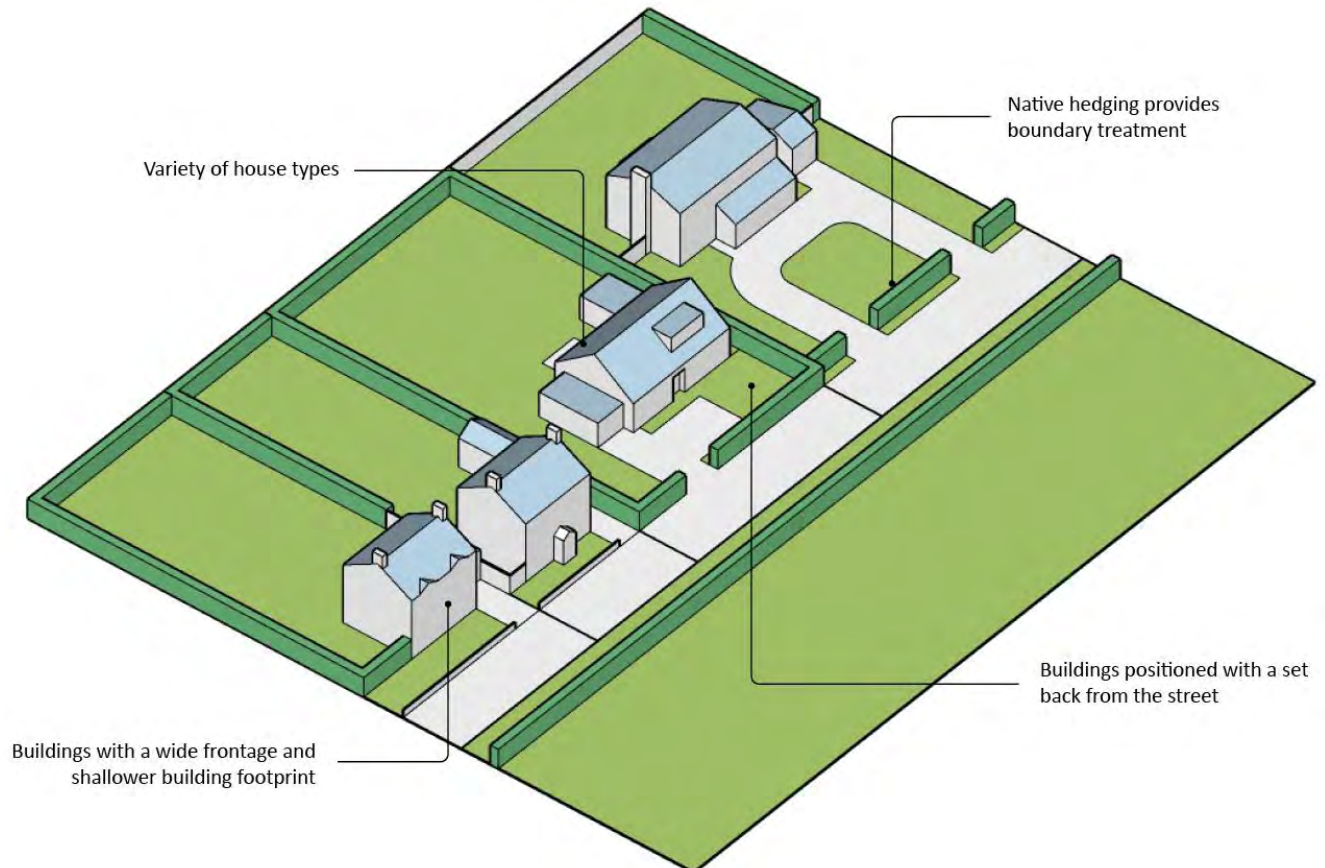
BA35 Electric Charging points

BA35-5 Historic Clusters

- Due to the potential lack of private parking, it may be hard to achieve all the general requirements (in BA35-1) for the installation of EV charging points.



Codes relating to Rural Homes



Built Form

BA 2 Roof Form

BA2-6 Rural Homes

- Where proposals include dormer windows, the form (e.g pitched, catslide, eyebrow or flat) must reflect those found in the vicinity and be in keeping with the overall design of the building.
- Rooflights must be carefully positioned and must be conservation-style and flush-fitting and comply with Local Plan for the Broads policy PODM27 in relation to light pollution. They must be placed on the least visible roof slope and be as few in number as possible to avoid visual clutter. Rooflights will rarely be appropriate on thatched roofs.

BA 4 Width and Bays

BA4-6 Rural Homes

- Buildings must be wide-fronted, with a shallower building footprint and a centrally-positioned front door. However, where homes are terraced, it must have a narrower footprint and door to one side of the front elevation.

BA 6 Setback

BA6-6 Rural Homes

- Buildings must generally be set back from the street by at least 3m.

Identity

BA 16 Materials

BA16-6 Rural Homes

- Materials should generally comprise of red brick and / or render with water reed thatch, slate or pantile roofing.
- Where new render is proposed on a building of pre-1919 construction, consideration must be given as to how the building works and whether the render will cause damp and other long-term damage to the building. Advice can be found on the [Historic England website](#).

BA 17 Detailing

BA17-6 Rural Homes

- Brick bond must match that of the host building or predominant bond in the area.
- A brick or tarred / rendered plinth is a traditional detail on many rural buildings. Consideration must be given as to whether it would be an appropriate detail to adopt.

BA 18 Colour

BA18-6 Rural Homes

- In rural areas, bright or discordant colours can be damaging to the wider landscape. Therefore, when building within the landscape, the visual impact of a building must be reduced through the use of traditional materials or materials using the muted greens and browns of the landscape, together with the neutral colours of grey and

black. Where a building stands out against the sky in an open landscape, dark recessive colours must be used.

Nature

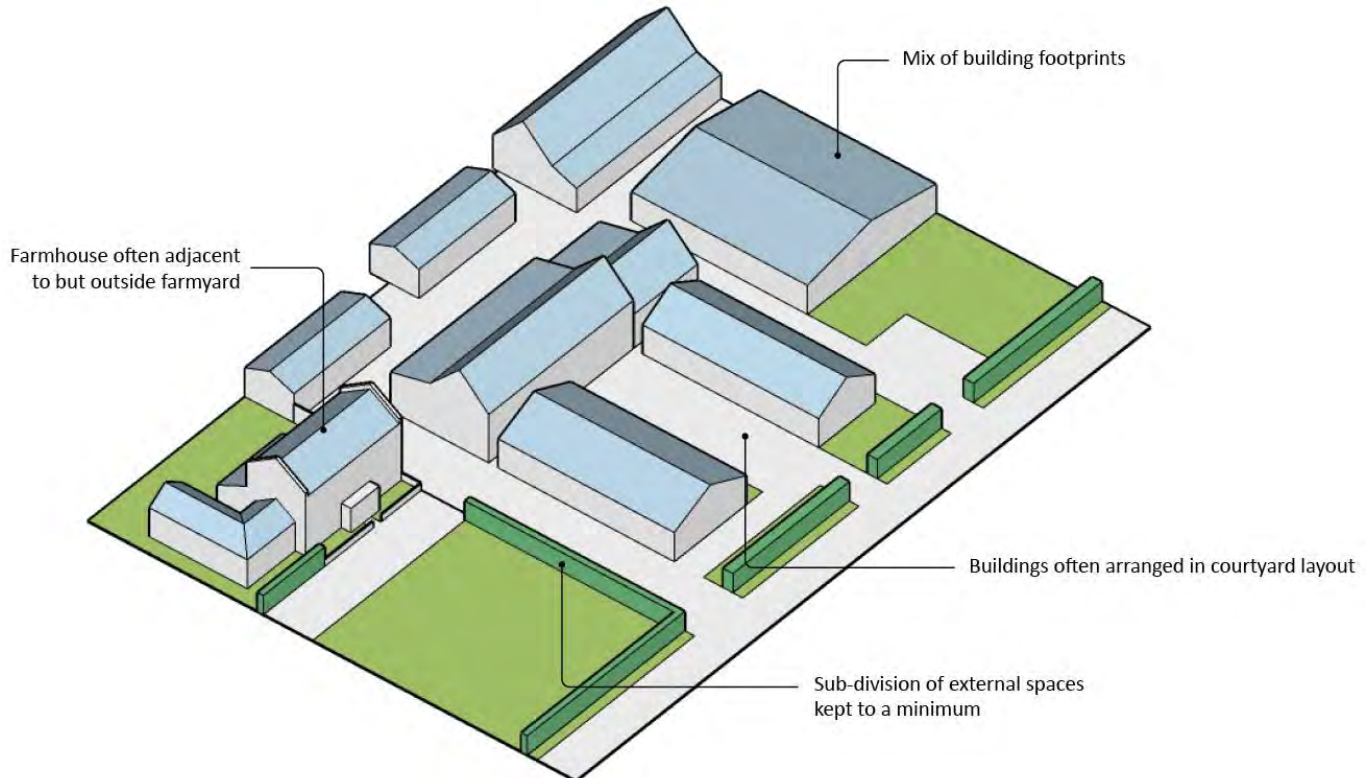
BA 21 Gardens and landscaping

BA21-6 Rural

- In rural areas, hard landscaping must be kept to a minimum.



Codes relating to Farmsteads



Built Form

BA 2 Roof Form

BA2-7 Farmsteads

- Whilst roofs can be simple they can vary in form and configuration. Traditional roof forms must be used, normally hipped or pitched with red brick parapeted gables which are encouraged.
- Rooflights must be carefully positioned and must be conservation-style and flush-fitting. They should be placed on the least visible roof slope and be as few in number as possible to avoid visual clutter. Rooflights will rarely be appropriate on thatched roofs.

BA 4 Width and Bays

BA4-7 Farmsteads

- A mix of building footprints is encouraged.

BA 6 Setback

BA6-7 Farmsteads

- Building setback only need to be considered where next to a public street. In some instances, it will be appropriate to position buildings immediately on the road frontage. Others should be set back, in accordance with the prevailing local context.

BA 8 Outbuildings

BA8-7 Farmsteads

- The form of the outbuilding must reflect the agricultural character of the site.

BA 12 Conversion

BA12-7 Farmsteads

- The conversion of farm buildings must ensure that the agricultural character of buildings is retained and they are not domesticated. For example, porches, chimneys and dormers are unlikely to be acceptable.

Identity

BA 14 Frontages and Entrances

BA14-7 Farmsteads

- Frontages must relate to the predominant layout (for example, within a courtyard) and should not dilute the agricultural character of the buildings.
- Entrances should be simple and should not be domestic in style. Landscaping can be used to demarcate the entrance.

BA 15 Fenestration and glazing

BA15-7 Farmsteads

- Existing openings must be used for windows and doors and any new windows must be kept to a minimum and carefully positioned. Windows and doors must be designed (in terms of proportions and design of the window or door unit) to reduce the effect of domestication and ensure that the agricultural character of the building is retained.

BA 16 Materials

BA16-7 Farmsteads

- Farm buildings typically illustrate a varied material palette. Timber and metal-sheet cladding, red brick, flint and render are all materials used, with water reed thatch, pantiles and metal sheets utilised for roofing. Timber must be used for joinery.
- Where new render is proposed on a building of pre-1919 construction, consideration must be given as to how the building works and whether the render will cause damp and other long-term damage to the building. Advice can be found on the [Historic England website](#).

BA 17 Detailing

BA17-7 Farmsteads

- Brick bond must match that of the host building or predominant bond in the area.
- A brick or tarred / rendered plinth is a traditional detail on many farm buildings. Consideration must be given as to whether it would be an appropriate detail to adopt.

BA 18 Colour

BA18-8 Farmsteads

- In rural areas, bright or discordant colours can be damaging to the wider landscape. Therefore, when building within the landscape, the visual impact of a building must be reduced through the use of traditional materials or materials using the muted greens and browns of the landscape, together with the neutral colours of grey and black. Where a building stands out against the sky in an open landscape, dark recessive colours must be used.

Nature

BA 21 Gardens and landscaping

BA21-7 Farmsteads

- The sub-division and landscape design of open space around the buildings (for example in farmyards), must be carefully considered (for example when barn conversions are proposed). Physical sub-division must be kept to a minimum.
- Where it is necessary, light-weight 'Estate-type' railings or timber post-and-rail fences may be considered acceptable. Landscaping and surface treatments must reflect the historic use of the space and must not be over-domesticated.

Movement

BA34 Vehicle Parking

BA34-7 Farmsteads

- Where buildings are arranged around a courtyard, the courtyard may be used for parking.
- When buildings are being converted for new uses, the treatment of external spaces, including courtyards, should be carefully designed in terms of their surface treatment, sub-division and boundary treatment and landscaping so as not to affect the character of the space.

BA36 Access for All

BA36-7 Farmsteads

- Consideration must be given to safe access around the site.

4. Checklist

Making a Submission

- 4.1 To make a submission and demonstrate consideration and compliance with the Design Code, the checklist at Appendix 1 should be completed and submitted with all planning applications for alterations or extension to an existing building or development of new building/s. It is not a validation requirement but it is designed to help applicants ensure that they have met the requirements of the Design Code and allows them to provide explanation and a justification where this is not the case.
- 4.2 This checklist comprises a list of each code (with reference number) and self-assessment using a traffic light system:
- Green full compliance
 - Amber partial compliance, as far as possible with accompanying explanation.
 - Red an alternative approach has been applied with a justification of why the code has not been met.
- 4.3 Where a proposal deviates from the code, either with an amber or red, then a full explanation should be offered. This further explanation can either be a reference to a specific section within the Design and Access Statement or Planning Statement that addresses the particular aspect of the design or an additional comment page appended to the checklist.
- 4.4 The checklist allows applicants to reflect upon the guidance and offer an explanation for the proposal and address any inconsistencies. This allows an application to be better understood by Planning officers, to form a basis for feedback and constructive discussions where there is a different approach taken to that proposed in the Design Code. The following questions may help in devising an explanation where a proposal deviates from the code:
- What design aspect, or part, does not wholly meet the code?
 - Have other alternatives been explored, with the proposed demonstrating greater benefits than that suggested in the code?
 - Has further assessment of the local and regional context informed the different approach?
 - Are there on-site constraints that have otherwise limited the design response that mean the design code cannot be met?
 - Has the difference resulted from emphasis on meeting other design guides that mean this code cannot be fully met?

- Is the proposal innovative in such a way that the design is more appropriate for the site than what is suggested in the code?
- Have other technical studies resulted in a solution that is better suited than suggested in the code?
- Would the proposed deviation to the guidance result in harm to the overall design quality or the setting of adjacent buildings and wider landscape?

Appendix 1: Checklist

SITE ADDRESS	
APPLICANT / AGENT	

Code Reference	Achieved? Green / Amber / Red / N/A	Notes
General codes for all applications		
BA 1 Context		
BA2-1 Roof Form		
BA 3-1 Height and Storeys		
BA 4-1 Width and Bays		
BA 5-1 Building Line		
BA 6-1 Setback		
BA 7-1 Extensions		
BA 8-1 Outbuildings		
BA 9-1 Domestic Boathouses		
BA 10-1 Banks and Moorings		

BA 11-1 Replacement building		
BA 12-1 Conversion		
BA 13-1 Security		
BA14-1 Frontages and Entrances		
BA 15-1 Fenestration and glazing		
BA 16-1 Materials		
BA 17- 1Detailing		
BA 18-1 Colour		
BA 19-1 Boundaries		
BA 20-1 Biodiversity		
BA 21-1 Gardens and landscaping		
BA 22-1 Planting		
BA 23-1 Lighting and dark skies		

BA24-1 Flood risk		
BA 25-1 Drainage		
BA 26-1 Utilities and services		
BA 27-1 Solar gain		
BA 28-1 Sustainability		
BA 29-1 Energy efficiency		
BA 30-1 Solar panels		
BA 31-1 Water efficiency		
BA 32-1 Street design		
BA 33-1 Cycling		
BA 34-1 Vehicle Parking		

BA 35-1 Electric charging points		
BA 36-1 Access for all		

Codes for chalets		
BA2-2 Roof Form		
BA 3-2 Width and Bays		
BA 5-2 Building Line		
BA6-2 Setback		
BA 7-2 Extensions BA8-2 Outbuildings		
BA11-2 Replacement building		
BA 14-2 Frontages and entrances		
BA 15-2 Fenestration and glazing		
BA 16-2 Materials		

BA 17-2 Detailing		
BA 18-2 Colour		
BA 19-2 Boundaries		
BA 21-2 Gardens and landscaping		
BA 27-2 Solar gain		
BA 34-2 Vehicle Parking		
BA 36-2 Access for All		

Codes for Waterside Homes		
BA 2-3 Roof form		
BA 4-3 Width and Bays		
BA 6-3 Setback		

BA 14-3 Frontages and entrances		
BA 15-3 Fenestration and glazing		
BA 16-3 Materials		
BA 17-3 Detailing		
BA 19-3 Boundaries		
BA 27-3 Solar gain		

Codes for Boatyards		
BA 2-4 Roof Form		
BA 3-4 Height and storeys		
BA 7-4 Extensions		
BA 8-4 Outbuildings		
BA 14-4 Frontages and entrances		

BA 15-4 Fenestration and glazing		
BA 16-4 Materials		
BA 17-4 Detailing		
BA 18-4 Colour		
BA 34-4 Vehicle Parking		
BA 36-4 Access for All		

Codes relating to historic clusters		
BA 2-5 Roof form		
BA 3-5 Height and storeys		
BA 6-5 Setback		
BA 16-5 Materials		
BA 17-5 Detailing		

BA 18-5 Colour		
BA 19-5 Boundaries		
BA 21-5 Gardens and landscaping		
BA 27-5 Solar gain		
BA 34-5 Vehicle parking		
BA 35-5 Electric charging points		

Codes for Rural Homes		
BA 2-6 Roof Form		
BA 4-6 Width and bays		
BA 6-6 Setback BA 16-6 Materials		

BA 17-6 Detailing		
BA 18-6 Colour		
BA 21-6 Gardens and landscaping		

Codes for farmsteads		
BA 2-7 Roof Form		
BA 4-7 Width and bays		
BA 6-7 Setback		
BA 8-7 Outbuildings		
BA 12-7 Conversion		
BA 14-7 Frontages and entrances		
BA 15-7 Fenestration and glazing		
BA 16-7 Materials		

BA 17-7 Detailing		
BA 18-7 Colour		
BA 21-7 Gardens and landscaping		
BA 34-7 Vehicle parking		
BA 36-7 Access for all		

Appendix 2: Glossary

Art Nouveau: A decorative style of art and architecture, fashionable in the late 19th and early 20th century. Art Nouveau is inspired by natural forms and characterised by sinuous curves and flowing lines.

Arts and Crafts style: The Arts and Crafts movement began in the mid 19th century as a reaction to industrialisation. It promoted traditional craftsmanship and was often inspired by medieval styles.

Balustrades / Balustrading: A balustrade is a railing supported by uprights (balusters). Often used to form a barrier on a balcony, terrace or at the side of staircases.

Bargeboards: A timber facing board applied to the verges of a roof. Sometimes decorative.

Building Coverage ratio: the ratio between the area of the building footprint and the site on which it sits.

Building Line: A perceived line formed by the predominant position of adjacent buildings, usually along a street frontage.

Casements: A casement window is a window that is attached to its frame by one or more hinges at the side. They are used singly, or in pairs, and occasionally in pairs with a fixed light between the opening lights. Often used in cottages.

Clerestorey windows: A line of windows, typically placed at the very top of a wall.

Close-boarded fencing: A fence formed by panels of vertical boards that overlap, fixed to several rear horizontal supporting rails.

Conservation Area: An area that is deemed to have a special architectural and / or historic interest, the character of which it is desirable to preserve or enhance. Conservation areas are designated heritage assets.

Conservation Area appraisal: A document produced by the Local Planning Authority, setting out what is significant about a conservation area and management and enhancement proposals for its preservation and enhancement.

Context: the physical surroundings of a place.

Composite materials: A material man-made using a combination of more than one material. For example, UPVC and composite cladding and decking boards.

Cottage orne: French for 'decorated cottage', the Cottage Orne style promoted a rustic style

of picturesque design. The style was used from the late 18th century and was a reaction against the more formal style of Regency architecture. Buildings often feature thatched roofs with timberwork, often using unhewn timbers, giving a more rustic appearance.

Design and Access Statement (DAS): A design and access statement is a short report accompanying and supporting a planning application. They provide a framework for applicants to explain how a proposed development is a suitable response to a site and its setting, and to demonstrate that it can be adequately accessed by prospective users. Certain types of application must have a DAS submitted with them. More information can be found on the [Planning Portal](#).

Dressings: precise work often in a different material to the main building material. Often surrounding the openings and protecting the vulnerable parts of an exterior.

Eaves: The eaves are the lowest part of a roof that hangs over the building's side. They often have a gutter around them.

Edwardian: dating to between 1901-1910, i.e. during the reign of King Edward VII. However, the Edwardian style of architecture is generally considered to extend to 1919.

Elevations: The sides of a building. Elevation drawings are scaled drawing of an interior or exterior vertical surface, that forms the skin of a building.

Estate-type railings: Simple metal railings consisting of wide-set horizontal bars, with vertical bars between each panel for stability. Frequently used on country estates and public parks as a boundary treatment.

Eye-brow dormer: A low dormer on the slope of a roof. It has no sides, the roofing being carried over in a wavy line.

Façade: the outside or all of the external faces of a building

Fenestration: The arrangement, proportioning and design of windows and doors in a building.

Figure-ground plan: A figure-ground diagram is a mapping technique used to illustrate the relationship between built and unbuilt spaces. Buildings are shown as solid mass (figure), whilst public spaces, street, parks etc are shown as voids (ground).

Finials: a terminal feature treated differently from the pier or structure it surmounts. Described by its form (e.g. ball finial, spike finial etc).

Flemish bond brickwork: an arrangement of bricks in which headers and stretchers alternate in each course. The predominant form of brickwork throughout the Georgian period.

Flint: a building material widely found and used in Norfolk. Generally used close to its source

as it was heavy to move. Use either in its natural rounded form or 'knapped' (cut and shaped).

Floor Area Ratio: the ratio between the area of the total floor area of the building (floorspace on all floors) and the site on which it sits.

Gable / gable end wall: The triangular section of wall supporting two sides of a pitched roof. Can also be used to describe the whole end wall of a building which includes a gable.

Gault brick: bricks made of gault clay which produces a smooth yellow / cream coloured brick popular in the mid-late Victorian period.

Georgian: dating to between 1714-1830 (eg, during the reign of one of the four Georges: King George I to King George IV).

Green and blue infrastructure: Green infrastructure is a strategically-planned network of natural and semi-natural areas with other environmental features, designed and managed to deliver a wide range of ecosystem services (e.g. water purification, improving air quality) and enhance biodiversity. Blue infrastructure has similar benefits but relates to water structure, including lakes, ponds, streams, rivers and storm water provision. Green and blue infrastructure planning is a holistic approach that integrates green spaces and water features in urban and rural areas to create more sustainable, resilient and visually appealing places.

Heritage assets: A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. It includes designated heritage asset (listed buildings, conservation areas, scheduled monuments, Registered Parks and Gardens) and heritage assets identified by the Local Planning Authority.

Hipped roof: A roof where all four sides of the roof slope with equal pitch downwards from the ridge. It does not have a gable.

Joinery: Architectural features such as windows, doors, bargeboards and balustrades made of timber.

Landscape Visual Impact Assessment (LVIA): A technique used to assess change in the landscape. It assesses the impact of proposed development on the landscape around a proposed development site. It may need to be submitted with a planning application.

Lime: a white caustic alkaline substance consisting of calcium oxide, which is obtained by heating limestone and which combines with water with the production of much heat. Traditionally used in building for lime mortars, renders and plasters and is more flexible and breathable than modern materials.

Local distinctiveness: The characteristics of the built environment (e.g. materials, particular architectural features) that make a place distinctive and different from other places.

Local Plan: The Local Plan is a document produced by the Local Planning Authority that guides decisions on future development proposals and addresses the needs and opportunities of the area. It contains planning policies that proposed development should comply with.

Massing: perception of the general shape, form and size of a building.

Mock or half-timbering: non-structural, decorative use of timberwork, as distinct from structural timber-framing. Popularly used in the late 19th and early 20th centuries and associated with the revival of vernacular architecture.

Palisade fencing: typically a heavy-duty fence used for security. It consists of vertical metal elements, sometimes with spikes, with horizontal elements for support on the rear.

Pantiles: Tiles with a wavy S-profile, designed to overlap the neighbouring tile. Traditionally made in clay.

Parapetted gable: A gable end that extends above the roofline to form a parapet.

Pargetting: A form of plasterwork used on external walls. Decorative motifs and images are formed with lime plaster in relief.

Period: Date of construction; a period in history

Permitted development: Development that is permitted without the need for planning permission. This is set out in the [Town and Country Planning \(General Permitted Development\) \(England\) Order 2015](#).

Pitched roof: A roof that has two sloping sides meeting at a ridge.

Plain tiles: Simple flat tiles, traditionally made in clay.

Planning Statement: A short document to accompany a planning application. It allows applicants and agents to explain the design and overall concept behind a proposed development. It justifies why it is acceptable in planning terms.

Plinth: a projecting base of a wall. In the Broads often brick or with a tarred finish.

Post-and-rail fencing: Fencing normally in timber with vertical posts supporting a number (frequently 2) horizontal rails.

Quayheading: a structure that forms the interface between land and water.

Render: coats of plaster applied to an external surface. Lime-based render is used on historic structures.

Reveals: the inner surface of an opening or recess in a wall, typically in relation to a window or door.

Ridge: The horizontal area where the top of roof slopes meet.

Rustic-style unhewn timber: Timber that has not been given a finished form by shaping or smoothing.

Scale: 1) the size of a structure; 2) a scale drawing is reduced drawing that is proportional size to the scale of the original object, meaning all of the ratios between the corresponding parts of the original item and the drawing are equal. Normally using set ratios, e.g. 1:100.

Shingles: thin, tapered pieces of wood, primarily used to cover roofs and walls of buildings to protect them from the weather.

Slates: roofing slates are tiles made out of naturally mined slate. The rock is split into thin sheets, cut to the required size. Suitable for a pitch of more than 20 degrees.

Staithe: a landing stage for the loading and unloading of boats, often cargo boats.

Sustainable urban drainage systems (SUDS); a system designed to manage stormwater locally, to mimic natural drainage systems. Designed to manage both flood and pollution risks, whilst providing environmental enhancement and place-making benefits.

Thatch: a roof covering of straw or water reeds. In the Broads, water reed is used and is grown and harvested locally.

Verandah: an outdoor covered area, often running along the side or front of a house.

Verges: The outer ends of the roof on the gable end.

Vernacular: traditional forms of building using traditional materials.

Victorian: dating to between 1837 and 1901, i.e. during the reign of Queen Victoria.

Water reed: a thatching material that has been used for centuries and almost exclusively used in the Broads. It is commonly known as water reed, Continental Water Reed or Norfolk Reed.