

The Suffolk Conservation Manual

Design Guidelines for Highway Works in Conservation Areas

























The paper used in the production of this booklet is derived from sustainable forest resources.

Copyright Suffolk Local Authorities

Published in 2000

Further copies may be obtained from the Department of Environment & Transport, St Edmunds House, County Hall, Ipswich IP4 ILZ

Designed & printed by Suffolk Design & Print, St Paul House, County Half, Ipswich IP4 1LX Tel: 01473 584212

The Suffolk Conservation Manual

Design Guidelines for Highway Works in Conservation Areas

The Suffolk Local Authorities

- Suffolk County Council
- Babergh District Council
- Forest Heath District Council
- Ipswich Borough Council
- Mid Suffolk District Council
- St. Edmundsbury Borough Council
- Suffolk Coastal District Council
- Waveney District Council

Foreword

This is the second edition of the Suffolk Conservation Manual and the first to be published and illustrated for a wider audience. It is an excellent example of co-operation between the County Council and the Suffolk District Authorities and has been devised by engineers and conservation officers working together. It shows commitment to the environment of the County's historic towns and villages and gives guidance to all those involved in work in these public places.



Katry Pollard

Kathy Pollard
Chair of Sustainable Suffolk Theme Panel

| | | | Page | |
|------------|----------------------------------|--|----------|--|
| Intr | roductie | on | 1 | |
| 1 | Part O | - - | _ | |
| | POLICIE | S, ROLES AND DESIGN PRINCIPLES | 2 | |
| l.i | Background : Advice and Policies | | | |
| | 1.1.1 | Planning Legislation | 2 | |
| | 1,1.2 1,1.3 | Highway Legislation | 2 | |
| | 1,1.3 {,1.4 | Central Government Advice County and District Policy | 3 3 | |
| 1.2 | Roles Of Local Authorities | | | |
| | 1.2.1 | Role of the County Council as Highway Authority | 4 | |
| | 1,2.2 | Role of the County Council as Planning Authority | 4 | |
| | 1.2.3 | Role of District & Borough Councils as Highway | _ | |
| | 1.2.4 | Agents Role of District & Borough Councils as Planning | 5 | |
| | 1,2,5 | Authorities | 5 5 | |
| | 1,4,0 | Note of fown and rappin Addiornics | , | |
| 1.3 | | rocess | 6 | |
| | 1.3.1 | Initial Contacts | 6 | |
| | 1,3.2 | Formulation of Brief | 7 | |
| | 1.3.3 | Preliminary Design Stage | 7 | |
| | 1,3.4 | Public Consultation | 7 | |
| | 1.3.5 | Funding | 8 | |
| 1.4 | Design Principles | | | |
| ,, . | .4. | Survey | 9 9 | |
| | 1.4.2 | Analysis | 9 | |
| | 1.4.3 | Outline Proposals | 9 | |
| | 1.4.4 | Design Solutions | 10 | |
| I.5 | Impleme | entation | Ħ | |
| 2. | Part Two: | | | |
| 4. | | ED DESIGN | 12 | |
| | DLIAILL | D DL3IGIA | 1.2 | |
| 2.1 | Material | \$ | 12 | |
| | 2,1.1 | General Considerations | 12 | |
| | 2.1.2 | Specific Considerations | 12. | |
| 2.2 | Straat E | urniture | 14 | |
| 4.4 | 2.2.1 | Reducing Clutter | 14 | |
| | 2.2.2 | Choice of Street Furniture | 16 | |
| | 2.2.3 | Location of Street Furniture | 16 | |
| • • | B (4.5 | | 20 | |
| 2.3 | Planting 2.3.1 | and Soft Landscaping | 20 20 | |
| | 2.3.1 2.3.2 | Retaining Existing Landscape Features Design of New Landscape Schemes | 20 2! | |
| | 2.3.2 | Technical Aspects of Landscaping | 22 | |
| | د.ن.د | regimed repects of cardscaping | | |
| 2.4 | Lighting | | 23 | |
| | 2.4.1 | Importance of Lighting | 23 | |
| | 2.4.2 | Location of Lighting Equipment | 25 | |
| | 2.4.3 | Choosing Lighting Equipment | 25 | |

| | | | Pag |
|------|--------------|---------------------------------|-----|
| 2.5 | | nd Road Markings | 26 |
| | 2.5.1 | Location of Signs | 26 |
| | 2.5.2 | The Design of Signs | 26 |
| | 2.5.3 | Lines | 26 |
| App | pendice | ?S | |
| App | endix A | A - Planning Policy Guidance 15 | 30 |
| Chap | oter 5 : Tra | nsport & Traffic Management | 30 |
| App | endix E | 3 – Project Management | 34 |
| | B. I | Check List | 34 |
| | B.2 | Pre Tender | 35 |
| | B.3 | Post Tender | 35 |
| | B.4 | Contract | 35 |
| | B.5 | Future Maintenance | 35 |
| App | endix (| - Material Options | 37 |
| Арр | endix [|) – Local Agenda 2I | 38 |
| Δn | andiv F | - Evamples of Completed Schemes | 30 |

Introduction

There are two main purposes of this document. One is to suggest ways in which local authorities can work together in order to coordinate the design, financing and implementation of schemes in conservation areas. Secondly, it is a good practice guide for all those working in the public spaces of conservation areas.

The publication of this document is the result of work undertaken by the County Council's Department of Environment and Transport and the Design and Conservation Officers from the District Councils. In 1994, in its original format, it was adopted by the County Council as a statement of policy for highway works in conservation areas and was endorsed by the District Councils of Suffolk. This second edition has been updated and enlarged to include guidelines on traffic signs, street lighting and Local Agenda 21 issues.

In certain places within the County, namely Ipswich, Bury St Edmunds, Haverhill and Lowestoft with parishes to the north, the District/Borough Councils act as agents for the County Council as Highway Authority in carrying out highway works. Whilst procedures may differ from the non agency areas, the basic principles of good practice are applicable to all areas of the County. This document has been designed to be relevant in agency and non agency areas alike.

The document comprises two sections. The first section looks at policies, roles and design principles and gives guidance to all those with an interest in the public spaces of conservation areas. The second looks at the more detailed aspects of design and is a good practice guide for those preparing to carry out work in conservation areas.