



Rural Housing Pro-Forma

Site name:

Site address:

Proposal:

Planning application ref:

The information contained within this pro-forma should be provided in support of any planning application for small-scale developments of two or more dwellings in non-Principal Settlements.

The reasoned justification for Local Plan Policy DS3 explains that "*Small-scale residential development means housing which is proportionate to, and complementary with, the size and character of the settlement and its surroundings*".¹

The level of detail provided should be proportionate to the nature of the development, its scale, the sustainability of the settlement, and the sensitivity of the site. Pages 2-4 provide prompts of some issues that should be considered when submitting a planning application. The lists are not exhaustive and there may be further issues to consider that are not shown. Early engagement with the Council and local community will help to identify additional local issues.

Applicants may provide the information requested in this pro-forma elsewhere in their application, for example, in a Design & Access Statement or Planning Statement (if this option is chosen, please indicate on the Rural Housing Pro-forma where this information has been provided at the planning application validation stage).

¹ Paragraph 6.3.5 of the Cotswold District Local Plan 2011-2031 (adopted 3 August 2018)

¹ The latest Residential Land Monitoring Statistics report can be accessed on the Council's website via the following link: [Evidence base and monitoring](#)

Information required on rural housing pro-forma

1. How would the development demonstrably support or enhance the vitality of the local community and the continued availability of services and facilities locally?

2. Is the development of a proportionate scale and does it maintain and enhance sustainable patterns of development?

3. Would the development complement the form and character of the settlement?

4. Would the development have an adverse cumulative impact on the settlement having regard to other developments permitted or built since April 2011 (e.g. the subliminal erosion of the bucolic character of rural settlements and/or the coalescence of groups of buildings to produce a more 'urban' form)?

Please refer to the Council's latest Residential Land Monitoring Statistics² report to see permitted and completed dwellings since 2011.

Facilities and services

Facility/Service	Yes / No
Village hall	
Shop	
Post Office	
Primary school	
Public house	
Pre-school or nursery	

Facility/Service	Yes / No
Church	
Doctor	
Recreation area	
Playing field	
Playground	
Bus Service	

Consideration could be given to accessibility from the site to these facilities; how well they are used; whether they appear to be struggling for business / poor quality / outdated; etc.).

Site environment

This is about the site itself (aspects of the site's surroundings are covered in the subsequent section). Annotated plans and photos are particularly valuable.

Landform (to north, south etc.): Flat; Gently Undulating; Strongly Undulating; Steep Valley; Valley Floor; Plateau; Aspect.
Land use: Arable farmland; Grassland; Grazing; Mixed Orchards; Horticultural; Quarrying; Recreational; Forestry; Industrial Brownfield; Other.
Views out (quality and value of views): Wide; Channeled; Long; Short; Glimpsed.
Natural features (age / condition/value): Boundary Hedgerow; Trees; Freestanding Shrubs; Grass; Other.
Ecology (known / observed and value): Birds; Lizards/Frogs; Mammals; Important Plants; Wildlife Corridors; Water Habitats.
Buildings and structures (how much of the site do they cover?): Walls (what materials); Sheds; Freestanding buildings / structures; Wellheads; Troughs; Gateposts; Stiles; etc.

Village Design Statement, Conservation Area Assessment, Landscape Assessment or other design guidance/assessment material (e.g. in any Parish Plan) are also useful for finding site-specific information.

Landscape context

Sites can be on the edge of a settlement and will have a landscape context. The indicators below can be used to assess the area of landscape visible from different parts of the site. Annotated plans and photos are, again, particularly valuable.

Land form: Flat; Gently undulating; Strongly undulating; Steep valley; Valley side / floor; Plateau; Other.
Land cover: Open farmland; Farmland with trees/woods; Woodland; Parkland; Wetland; Other.
Land use: Arable farmland; Grassland; Grazing; Mixed; Forestry; Industrial Brownfield; Orchard; Other.
Field boundaries: Tall; Clipped; Intermittent; Hedgerow with / without trees; Fences; Walls (what materials?); Other.

Field sizes and patterns: Small; Medium; Large; Regular; Angular; Linear; Irregular; Ridge and furrow; Other.

Routeways: Few roads; Dense road network; Tracks; Straight; Winding; Narrow; Footpaths; Bridleways; Other.

Buildings and structures (what manmade elements are in the landscape? How do they 'sit' and what natural features influence that?): Village(s); Town; Isolated Farms; Barns; Groups of dwellings; Pylons; Other masts wires.

Water and drainage: River; Stream; Reservoir; Wet ditches; Ponds; Lake; Other.

Landmarks: Buildings; Structures; Natural features; History; Archaeology; Smaller Features; Other.

Views

Nearby views: Sweeping; Channeled; Long; Short; Glimpsed; Across to a place or landmark.

Distant views: The site may be visible from a long way off, well beyond its immediate context.

Settlement context

It is important not to just look at those buildings and spaces surrounding the site but at the wider area of the village in which it sits (which may or may not be all of the settlement). This will require a mixture of desk-based work and ground survey work. Annotated plans and photos are, again, particularly valuable.

Topography: Flat; Hilly; Steep; Shallow; Plateau; Valley; Linear valley; Several valleys; Other.

Location: Valley Bottom; Valley Side; Hill Terrace; Hill Top; Other.

Layout: Linear; Grid-like; Winding; Regular; Irregular; Ribbon; Dispersed; Radial Buildings close to the road; Buildings well set back; Front gardens; Back gardens; Long plots; Thin plots; Short plots; Wide plots; Burgage Plots; Clear centre; No obvious centre; Other.

Spaces: Gaps between buildings; Green spaces; Hard space; Places where local events take place; Well used; Not well used; Other.

Green and natural features: Trees; Bushes; Hedges; Green backcloth to buildings; Areas of intense greenery; Areas without greenery; Other.

Wildlife and ecology: Area used/inhabited by wildlife (e.g. foxes, bats); Area used for wildlife to pass through; What wildlife? Important plants?

Roads, streets and other movement routes: Pavements; Kerbs; Grass verges; Drainage ditches; Wide roads; Narrow roads; Straight roads; Curving roads; Cul-de-sacs; Through roads; Footpaths / alleyways; On-plot parking; On-street parking; Parking courts; Street lighting; Other.

Landmarks: Are there key landmarks visible from a distance (church tower); community landmarks (pub); or special but smaller features (old milestone)?

Views out: Are there places (often, occasional) where one can see out to other areas or to the landscape?

Buildings and details

Predominant building shape and heights: Wide frontages; Narrow frontages; Terraced Semi-detached; Detached; 1-storey; 2-storeys; 3-storeys; Common shapes; Varied shapes

Roofs: Flat roofs; Pitched roofs; Steep pitch; Shallow pitch; Varied pitch; Lean-tos; Parapet fronts (hidden roofs).

Predominant materials: Some common; Nothing common; Walls (brick, stone, render, hung tile, ashlar, rubble?); Roofs (tile, slate, thatch, other?); Boundaries (drystone walls, hedges, fences?); Ground (tarmac, concrete, setts, paving stones?); Other.

Details: What details contribute to character (porches; dormers; window shapes; roof decorations; quoins; chimneys; benches; letterboxes; signs; flags; other)?