Informal Guidance Note

LANDSCAPE SUBMISSIONS

ORIGINALLY ISSUED JANUARY 1998
UPDATED APRIL 2007

Executive Manager Planning/Development Services
West Lancashire Replacement Local Plan

Informal Guidance Note

Landscape Submissions

Preface

This leaflet provides informal guidance on Policy GD1 of the Replacement Local Plan. It provides guidance on good practice in landscape design and highlights the issues to be considered when preparing applications for planning permission.

This Supplementary Planning Guidance was originally prepared in January 1998 has been updated in light of the adoption of the West Lancashire Replacement Local Plan in July 2006. The District Council approved this informal guidance document for Development Control purposes in January 2007.

If you would like to discuss any aspect of this guidance please contact David Thornber (Arboricultural Officer) on 01695 585114 or write to:

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West Lancashire District Council
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Ormskirk
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L39 2DF
Aims

- To assist developers in providing the right information in the right form.
- To assist with the processing of planning applications by ensuring that all the necessary design information is included, enabling proper evaluation of the submission and avoiding unnecessary delays.
- To conserve and enhance environmental quality in and around the development site.

Scope of this guidance

This note describes the content and presentation of landscape submissions and is an expansion of the criteria outlined in Policy GD1 (Design of Development). It does not include guidance on landscape design.

How to use this guidance

First read the introductory text, which puts this guidance in the context of the responsibilities of this Council and the developer. Then go through the checklist. This list is not exhaustive, nor is it a list of requirements for all landscape submissions. Ensure that all matters relevant to your application are included in the submission. Illustrative examples of landscape submissions schedules are included.

Associated Guidance

Site, Planning, Layout and Design

Policy Background

Policy GD1 of the West Lancashire District Local Plan sets out a number of criteria, which all development within the District should meet.

General Points

- Quality landscaping schemes and submissions are a credit to the developer.
- The quality of the submission is very important. Clear and unambiguous proposals will assist the Council and appropriate professional advice should normally be sought.
- Landscape issues are an important concern at the initial site planning stage and should not be looked upon as a cosmetic after thought. Landscape proposals should, therefore, usually be submitted with the application.
- Landscape proposals must be effective and practicable and cannot be judged in isolation of other parts of the development. The relationship of new planting to items such as existing vegetation, buildings, footpaths, lighting and service strips needs to be made clear in
landscape submissions to enable a full and proper assessment of the impact and implications of the new planting to be made.

- Consideration of all the relevant factors will increase the likelihood of the scheme being successful.
- Approval is normally granted subject to landscape conditions. If necessary, enforcement action will be taken to ensure compliance with the scheme and conditions.

**CHECKLIST**

The list is not exhaustive

**Plans must:**
(The following items are relevant to all landscape submissions)

- Be clear and legible
- Be accurate – based on a site survey
- Be to a recognised and appropriate metric scale (usually 1:100, 1:200, 1:500)
- Show the north point

The following is not a list of requirements for all landscape submissions. The developer will need to include those factors from the list (plus other considerations) relevant to the development.

**Existing features** (clearly marked as either to be retained or to be removed)

- Trees – on and adjacent to the site (see Policies GD1 and EN9 and separate guidance)
- Hedges (on and adjacent to the site)
- Grassed areas
- Ponds
- Streams
- Ditches
- Footpaths
- Tracks
- Walls
- Fences
- Visibility splays
- Buildings

**Plans should show:**

**Level changes:**

- Earth modelling
- Spot heights
- Cross sections
- Gradients
New planting – a planting plan showing detailed, precise and labelled proposals for (as appropriate):

- Trees
- Woodland
- Structure planting
- Shrub beds
- Herbaceous beds
- Seeded or turfed areas
- Bulbs

Schedule for trees:

- Species with sub-species and variety where appropriate (full Latin name to avoid ambiguity)
- Stock size (whether transplants, whips, feathered or standards)
- Girth of standards at 1 metre above ground level
- Height of whips and transplants
- Root stock – root-balled, bare root or container grown

Schedule for shrubs, herbaceous and bulbs:

- Species with sub-species and variety where appropriate (full Latin name to avoid ambiguity)
- Stock size (whether transplants, whips or container material)
- Height of shrubs
- Container size of shrubs and herbaceous material
- Density for each species

Schedule for woodland or shelter belt planting:

- Stock sizes
- Percentage of each species in mixes
- Planting distances

Planting details:

- Tree pit dimensions, topsoil depth and specification, staking or guying technique, mulch type and depth
- Shrub bed details, soil type and depth, cultivation technique (rotavation, ripping), mulch type and depth
- Woodland/shelter belt – method of planting (pit/notch/full cultivation)
- Seeded and grassed areas (seed mix or turf specification, soil preparation)
- Hedges (details of new planting and gapping up)

Boundary treatments and enclosure:

- Heights
• Materials
• Locations
• Details of construction

**Hard details (as appropriate):**

• Hard surfaces
• Materials
• Levels
• Edge restraint
• Retaining structures
• Seats
• Bollards
• Waste bins
• Permanent and temporary means of protection of soft works, including protection from people, animals and vehicles (e.g. fencing, barrier rails, rabbit guards, tree grilles and tree guards)

**Services:**

• Routes of all pipes and cables (above and below ground)
• Easements
• Sub-stations and other plant surface drainage runs
• Lighting details

**Maintenance and management of existing and proposed planting:**

• Details of ongoing maintenance, including weed control, watering, replacement planting, thinning, pruning, grass culture regime, litter control
• For woodlands and shelter belts – details of management including thinning, coppicing, gapping up and timetables for these operations
• Hedges – specify final height at which hedge is to be maintained

**Special arrangements for nature conservation:**

• This includes timing of operations such as hedge cutting, thinning, coppicing, grass cutting, works on water bodies
• In grass or meadow areas, include details of differential mowing regimes and whether cuttings are to be left in situ or removed from site
### EXAMPLES OF PLANT SCHEDULES

#### ORNAMENTAL PLANTING

<table>
<thead>
<tr>
<th>SPECIES</th>
<th>NO</th>
<th>STOCK SIZE</th>
<th>DENSITY/PLANTING DISTANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SHRUBS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eleagnus x ebbingii</td>
<td>40</td>
<td>2 litre pot, 45-60cm high</td>
<td>900mm centres</td>
</tr>
<tr>
<td>Prunus laurocerasus ‘Otto Luyken’</td>
<td>28</td>
<td>2 litre pot, 30-45cm high</td>
<td>900mm centres</td>
</tr>
<tr>
<td>Cytisus praecox</td>
<td>42</td>
<td>2 litre pot, 45-60cm high</td>
<td>3/m²</td>
</tr>
<tr>
<td><strong>TREES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acer platanoides</td>
<td>2</td>
<td>12-14cm girth standard, rootballed</td>
<td>6m centres</td>
</tr>
<tr>
<td>Sorbus aucuparia ‘Asplenifolia’</td>
<td>3</td>
<td>10-12cm girth standard, rootballed</td>
<td>As per plan</td>
</tr>
</tbody>
</table>

#### NATIVE PLANTING

Mix A – density: 1.5m centres

<table>
<thead>
<tr>
<th>SPECIES</th>
<th>NO</th>
<th>% OF MIX</th>
<th>STOCK SIZE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alnus glutinosa</td>
<td>250</td>
<td>20</td>
<td>60-90cm whip bare root</td>
</tr>
<tr>
<td>Betula pendula</td>
<td>250</td>
<td>20</td>
<td>60-90cm whip bare root</td>
</tr>
<tr>
<td>Crataegus monogyna</td>
<td>300</td>
<td>25</td>
<td>60-90cm whip bare root</td>
</tr>
<tr>
<td>Ilex aquifolium</td>
<td>100</td>
<td>10</td>
<td>45-60cm, 2 litre pot</td>
</tr>
<tr>
<td>Viburnum opulus</td>
<td>300</td>
<td>25</td>
<td>45-60cm whip, bare root</td>
</tr>
</tbody>
</table>
EXAMPLE OF LANDSCAPE PLAN
LARGE SCALE DEVELOPMENT - NATIVE PLANTING (not to scale)

EXISTING PUBLIC OPEN SPACE

EXISTING TREES
TO BE RETAINED

MIX A - EDGE MIX (NATIVE)

MIX B - WOODLAND MIX (NATIVE)

GRADED AREAS:
1/2 CUTS PER YEAR

1 CUT PER YEAR

HARD STANDING

ORNAMENTAL PLANTING

UNIT 1

UNIT 2

ORANAMENTAL PLANTING

PARKING

VISIBILITY SPLAT

LANDSCAPE PROPOSALS:
LAND AT NEW ROAD

SCALE 1:500

DRAWNO: LP/2

DATE: MAY 96

KEY

EXISTING TREES TO BE
RETAIEN

WOODLAND PLANTING

EDGE PLANTING

LONG GRASS (1 CUT
PER YEAR)

ORNAMENTAL
PLANTING - SEE
SEPARATE DETAILS

2.0M HIGH
SECURITY FENCE
PAINTED BLACK.
EXAMPLE OF LANDSCAPE PLAN
SMALL SCALE DEVELOPMENT - ORNAMENTAL PLANTING

KEY
- EXISTING TREES TO BE RETAINED
- EXISTING TREES TO BE REMOVED (SEE SEPARATE SCHEDULE)
- EXISTING HEDGE TO BE RETAINED
- EXISTING HEDGE TO BE REMOVED

NEW WORKS:
- TREES - STANDARDS - SEE PLANT SCHEDULE
- SHRUBS - SEE PLANT SCHEDULE

ARAS TO BE TURFED
- 1:8 Brake Wall - See Detail
- 1:8 High Timber Post + Feather Board Fence
- 1:8 High Timber Fence - See Detail
- 1:8 High Timber Column

LANDSCAPE PROPOSALS:
LAND ADJACENT TO 31, NEW RD

SCALE 1:200
PLUG NO: LP/1
DATE: MAY 96