Urban Design Toolkit

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Introduction

About the Urban Design Toolkit

The Urban Design Toolkit is a compendium of tools that can be used to facilitate high-quality urban design. For some, the Toolkit will provide an important resource, assisting them in the application of quality urban design projects. For others, the Toolkit may provide greater insight into the breadth and depth of urban design and a starting point in identifying how to achieve quality design. The Toolkit includes a wide range of tools, typically used by a number of different professions both in New Zealand and overseas. The bringing together of these elements into one resource will enable a broader understanding of potential tools and provide a wider knowledge base to different professions, *New Zealand Urban Design Protocol* signatories and sector organisations.

The Urban Design Toolkit and the New Zealand Urban Design Protocol

This Urban Design Toolkit supports the implementation of the *New Zealand Urban Design Protocol*. The Protocol, launched in 2005, is a voluntary commitment by central and local government, property developers and investors, design professionals, educational institutes and other groups to create quality urban design through undertaking specific urban design actions. The collective actions that individual signatories take will, together, make a significant difference to the quality and success of our towns and cities.

The Urban Design Toolkit is one of a number of supporting resources available to help signatories to the Protocol, and others involved in urban design, to create high-quality urban design outcomes. Other resources supporting the *New Zealand Urban Design Protocol* include the *Action Pack, Urban Design Case Studies* and *The Value of Urban Design*.

What are Urban Design Tools?

Urban design tools are specific techniques that can be applied at appropriate stages in the design or project planning process to facilitate quality outcomes. These tools can help in understanding the urban context, encouraging community involvement, increasing the understanding of urban design issues, describing intended design outcomes, establishing design processes, and organising people and resources. They can be used either individually or collectively in achieving quality urban design outcomes.

Urban design is a collaborative and multi-disciplinary process. It generally involves a large number of people, from the initial concept phase through to implementation and ongoing management.

This Urban Design Toolkit has been designed to help those involved in every stage of the process to work together more effectively, by describing a wide variety of tools used commonly

in urban design, and by providing a common vocabulary for talking about urban design issues. Judicious selection and skilled application of appropriate tools and techniques will help achieve high-quality towns and cities. However, no tool, process, or programme can substitute for professional experience and the commitment of the people involved in generating creative, high-quality urban design solutions.

How to Use the Urban Design Toolkit

Although you may read this toolkit in one go, you are more likely to dip in and out of it looking for a specific tool or suite of tools that can help you with an urban design project. To enable this, the toolkit has been arranged into discrete sections.

The tools have been grouped into five sections reflecting the life-cycle stages of most urban design projects. These are:

- *research and analysis tools* for understanding the urban context

- *community participation tools* for encouraging community involvement and informing initiatives

- *raising awareness tools* for increasing understanding of urban design

- *planning and design tools* for describing intended design outcomes

- *implementation tools* for establishing processes and organising people and resources.

For each tool there is a detailed explanation on what it is, what it's useful for and how it's done. References and examples are provided where the actual tool has been applied in a project. These include references to websites, articles and publications that describe the tool, the theory behind it and examples related to its application. New Zealand references or examples are provided wherever possible.

It should be noted that it was not possible to include every tool related to urban design in this Toolkit. For example, we have not included specialised planning, public participation, project management tools and specialist professional tools. Nor have we included tools relating to visual assessment, project management or financial modelling.

Underlined words are tools that are available in the Toolkit.

Section 1 Research and Analysis Tools

Understanding the Urban Context and Character

Research and analysis tools are essential for understanding the context and character of the urban environment. These tools should be used in the first steps of an urban design project. They identify the qualities that make a place special, and enlighten design development and decision making. The wide scope of urban design research encompasses, amongst other things, the history, physical form and characteristics of towns and cities, and the behaviour of the people who inhabit them. Common topics for urban design research include the analysis and aspects of activity, accessibility and liveability.

These tools can be used in various ways to inform successful design and management actions. They are often used in a variety of combinations. For example, an urban design audit or character appraisal of a site or neighbourhood may involve analytical techniques, such as a walk-through, studies of urban morphology and building typology, mapping techniques and archive research.

This section describes:
- Archive Research
- Accessibility Analysis
    - *Accessibility action plan*
    - *Accessibility audit*
    - *Accessibility resource appraisal*
- Behaviour Observation
    - *Behaviour mapping*
    - *Activity mapping*
    - *Physical trace observation*
- Building Age Profile
- Character Appraisal
- Crime Prevention through Environmental Design Safety Audit
- Crime Prevention through Environmental Design Site Assessment
- Legibility Analysis
    - *Cognitive mapping*
    - *Mental mapping*
- Mapping
    - *Overlay mapping*
    - *GIS mapping*
    - *Aerial photographs*
    - *Digital terrain model*
    - *Digital elevation model*
- Ped-Shed Analysis
- Space Syntax Analysis
- Surveys
    - *Public satisfaction surveys*
    - *3+, 3– survey*
    - *Three questions survey*
    - *Visual preference survey*

Placecheck
Post-occupancy evaluation
Design quality indicators
Benchmarking
- Tissue Analysis
   Urban tissue
- Transportation and Traffic Modelling
   Multi-modal transport modelling
   Traffic flow modelling
- Urban Design Audit
- Urban Morphology
   Figure-ground mapping
   Typological analysis
   Materials and components analysis
- Walk-Through Analysis Archive Research

Archive Research

What it is:

Collecting and analysing a wide range of historical data contained in, for example, institutional, corporate or public records. Archive research provides historical information about the past environment, activities and structures.

What it's useful for:

Archive research provides invaluable primary and secondary source material where it is not possible to observe, interview or survey the past community. It allows the analysis of the past heritage, character and context for projects where maintaining an authentic sense of place is important.

How it's done:

Collections of maps, drawings and photographs are particularly useful for urban design and heritage-related research. Collections of archival material can be found in the New Zealand Archives, the Alexander Turnbull Library (a collection in the National Library of New Zealand), museums, most universities, as well as local council libraries and archives.

References

- Archives New Zealand Te Rua Mahara o te Kāwanatanga: http://www.archives.govt.nz/. Works to ensure there is an authentic and reliable record of government by advising government agencies on how to create and maintain records. It preserves and provides access to those records that need to be kept permanently, and is responsible for millions of such items, including the Treaty of Waitangi, immigration and legal records, films and photographs.

- National Library of New Zealand Te Puna Mātauranga o Aotearoa: http://www.natlib.govt.nz/. Has a unique role to collect and maintain literature and information resources that relate to New Zealand and the Pacific, make this information readily available and preserve New Zealand's documentary heritage for generations to come. The National Library holds rich and varied collections of research material, and includes the Alexander Turnbull Library – a storehouse of words, pictures and sounds that tell us about the activities of people in New Zealand and the Pacific.

- Alexander Turnbull Library: http://timeframes.natlib.govt.nz/. Timeframes, the online database of heritage images (a division of the National Library of New Zealand).

- New Zealand Historic Places Trust: http://www.historic.org.nz/. Has a national schedule of New Zealand's Register of Historic Places, Historic Areas, Wahi Tapu and Wahi Tapu Areas. Its website is a work in progress, with 1,000 places on the website out of the 6,000 places on the Register.

- The Architecture Archive, University of Auckland Library: http://www.architecture-archive.auckland.ac.nz/. Dates from 1975 and has drawings, perspectives, photos, specifications and other articles allied to architectural and construction processes. The archive is the repository of the New Zealand Institute of Architecture Annual Awards from 1927 to present.

- Architectural Archives, Macmillan Brown Library, University of Canterbury: http://library.canterbury.ac.nz/mb/. Consists of around 20,000 items from the 1870s through to the 1980s. It holds drawings from most of Christchurch's leading architectural practices.

- The Hocken Collections, University of Otago Library: http://www.library.otago.ac.nz/libs/hocken/. Includes material from Otago and Southland, including material from architectural practices.

- *Dictionary of New Zealand Biography*: http://www.dnzb.govt.nz/dnzb/. Contains over 3,000 biographies of New Zealanders who have 'made their mark' on New Zealand.

- Also contact your local museums, historical societies and libraries.

Accessibility Analysis

What it is:

The combination of an 'accessibility audit' and an 'accessibility resource appraisal' provides the base data on whether people can easily get to places of work, healthcare facilities, education facilities, food shops and other destinations that are important to local residents' wellbeing and social inclusion.

What it's useful for:

Providing base data and evidence to guide decision making and the creation of an <u>accessibility action plan</u>.

How it's done:

An 'accessibility audit' identifies barriers to accessibility, drawing as much as possible on information already held by local authorities and other bodies. The audit could be carried out through GIS-based mapping of socio-demographic information, data on deprivation, and car availability in relation to public transport routes and the location of services; complemented by consultation with local communities and liaison with frontline professionals and providers of services.

An 'accessibility resource appraisal' identifies the best value for money solutions for tackling accessibility barriers. The appraisal should consider whether better use could be made of existing services and facilities through co-location of services, changes in opening times or partnership agreements.

Reference/example

- Accessibility planning: http://www.accessibilityplanning.gov.uk/. Provides a variety of information on accessibility planning and analysis, including background reports, accessibility processes, case studies and planning initiatives in the United Kingdom.

Behaviour Observation
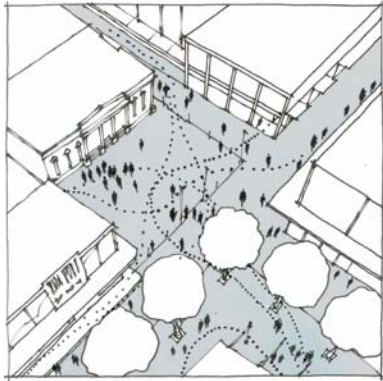
What it is:

Observations that track and record on maps and diagrams the movements, use and interaction of people with urban spaces and the built environment.

What it's useful for:

Understanding how the physicality of the built environment affects activities and social behaviour, through recording the use of urban spaces by people. These observations and understandings can help direct design development and changes to urban spaces and places.

How it's done:

Systematic observation and recording of patterns of human behaviour through notes and diagrams, mapping, or categorisation and counting of activities. Photographs, including time-lapse photography, can also be used. 'Behaviour mapping', also called 'activity mapping', involves recording on a plan or map the patterns of movement of people and use in a particular space or place, and may include getting users themselves to plot how they use spaces.

Behaviour observation may include 'physical trace observation', a systematic inspection of a place in the absence of its users to identify traces of activity. These traces may include worn areas or paths, evidence of users adapting or personalising a place, or messages such as notices or graffiti. Observations are recorded by counting, photographing, mapping or a combination of these techniques. This is best used in combination with other methods (such as interviews and observation of users) to check hypotheses on the reasons for the observed traces.

Example

- Gehl Architects 2004. *City to Waterfront: Public Spaces and Public Life*, client: Wellington City Council. This publication details user patterns along the waterfront and in key central-city urban open space areas using behavioural observation.

Building Age Profile
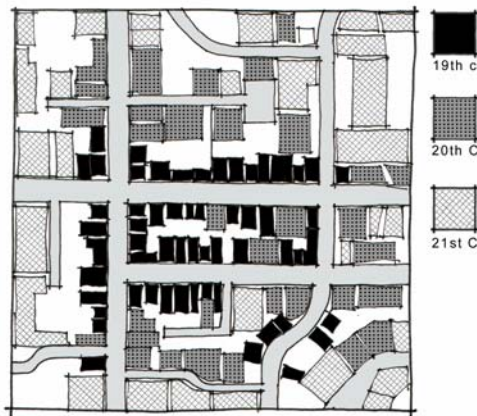
What it is:

Mapping the age of buildings to show the age distribution and concentrations of buildings and periods of urban development.

What it's useful for:

A building age profile can identify the patterns of urban development through the age of the building stock. For example, how much of the housing stock was built before a certain age. It can inform and help delineate 'heritage precincts' or 'character areas' through providing evidence of historical urban development patterns and growth.

How it's done:

Buildings of similar age are identified and their locations are plotted on a map or series of maps, each covering a defined time period (for example, 10 or 20 years). This gives a spatial picture as well as providing analytical correlations of the building age with a particular building type or style. Conversion of this data into histograms allows a simple graphic comparison of building ages with other places. This type of information is best gained from existing council files or databases.

Reference/example

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page9.html. Character Appraisal in Inner-City Wellington pp 38–43 illustrate the application of character analysis techniques in established urban neighbourhoods.

Character Appraisal

What it is:

An identification of typical development patterns that illustrate established urban neighbourhoods.

What it's useful for:

Identifying older neighbourhoods that have retained a high degree of authenticity of form and character. It also allows for the measurement of the value and significance of the neighbourhood to the town or city. This tool is a precursor to the application of character and heritage management techniques such as a precinct plan, design guide and streetscape strategy listed in the section 'Planning and design tools'.

How it's done:

A full assessment of a number of character features, including: building assessment (age, type, scale, height and style), site coverage, lot size, building setbacks on all boundaries, block size, street assessment (pattern, design, width), landscape features (fence/wall details, tree species, paving and street furniture), and other visual characteristics. This is followed by a character analysis using criteria to determine the importance of that character, key elements in the study area and their relative significance.

Example

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*, Character Appraisal in Inner-City Wellington: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page9.html. Pages 38–43 illustrate the application of character analysis techniques in established urban neighbourhoods.

Crime Prevention through Environmental Design Safety Audit

What it is:

A 'Crime Prevention through Environmental Design' (CPTED) safety audit identifies the safety issues and concerns of a community within a specific area.

What it's useful for:

Assessing and proposing practical design changes to fix the actual and perceived safety issues of a group or organisation in an area. It promotes community ownership and responsibility of safety issues while involving groups or organisations in the planning and decision-making

process. It also provides guidance and information to planners, designers and service providers on how to improve and maintain community safety.

How it's done:

A local community group, local authority or the police can facilitate a CPTED safety audit. The CPTED safety audit involves asking community user groups about their feelings on safety when they are moving around a site, finding out what contributes to these feelings and asking what changes they would like to improve their safety in these places. This encourages a subjective interpretation of the environment from all users, including women, youth, elderly and people with disabilities. The key steps are making contact with all community users, conducting the CPTED safety audit, developing a summary of issues and recommendations and undertaking discussions with people, such as the local council, who can provide design guidance, advice and solutions.

References/examples

- Ministry of Justice 2005. *National Guidelines for Crime Prevention through Environmental Design in New Zealand*: http://www.justice.govt.nz/cpu/publications/index.html. Part 1: Seven Qualities of Safer Places and its companion Part 2: Implementation Guide.

- Safer Auckland City: http://www.aucklandcity.govt.nz/auckland/introduction/safer/default.asp. Information on minimising crime through design and safety guidelines.

Crime Prevention through Environmental Design Safety Site Assessment

What it is:

A process by which professionals and specialists trained in Crime Prevention through Environmental Design (CPTED) assess an existing site or proposed plans before construction to determine the factors that impact on its actual and perceived safety. The aim is to make recommendations for improving the safety of the site or, more importantly, to help prevent safety issues before construction.

What it's useful for:

Identifying the safety factors that increase the actual and perceived vulnerability for users in a certain area. It also determines the measures and design applications required to enhance the safety of that area for users and to deter potential offenders. Assessments are most effective when undertaken before the final planning and construction of a development.

How it's done:

A wide range of data analysis, including an exploration of social, economic and environmental issues, is required. Several site visits may be necessary to assess and investigate various aspects

of the area at different times of the day and week and to identify the different user groups. A CPTED safety site assessment may include a <u>CPTED safety audit</u> and stakeholder interviews. The police may provide assistance with on-site evaluation, supply of crime statistics and crime intelligence.

Reference/example

- Ministry of Justice 2005. *National Guidelines for Crime Prevention through Environmental Design in New Zealand*: http://www.justice.govt.nz/cpu/publications/index.html. Part 1: Seven Qualities of Safer Places and its companion Part 2: Implementation Guide.

Legibility Analysis
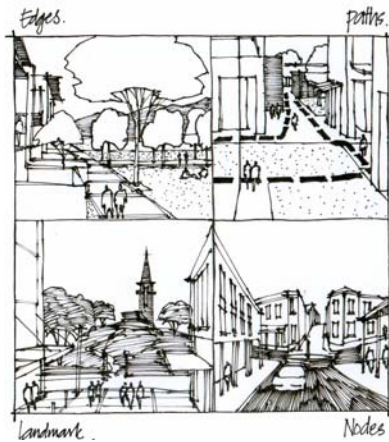
What it is:

Recording on a map the mental images that individuals or the community have of the environment as either: edges, nodes, paths, landmarks or districts.

What it's useful for:

Legibility and identity studies of the urban environment where the community's perceptions of features, places, neighbourhoods, towns or cities are required. This type of study provides information on how memorable positive features can be emphasised and celebrated or negative design features may need to be mitigated.

How it's done:

The analysis combines a series of sketch maps drawn by users with interviews to build up a collective view of a neighbourhood, town or city. The five elements – edges (for example, beaches, rivers, railway lines, motorways), nodes (for example, neighbourhoods, town centres), landmarks (for example, historic buildings, natural features), paths (for example, key roads, pathways) or districts (for example, land use, building types, geographical location) – are

typically identified and used to describe a collective view of the town, neighbourhood or city. Legibility analysis was first used by Kevin Lynch in his book, *The Image of the City*. It is sometimes known as 'cognitive mapping' or 'mental mapping'.

Reference

- Lynch, Kevin 1960. *The Image of the City*. MIT Press: Cambridge, MA. Lynch describes a five-year study in USA cities that reveals what elements in the built structure of a city are important in the popular perception of the city.

Example

- Ministry for the Environment 2002. *People+Places+Spaces*: http://www.mfe.govt.nz/publications/rma/people-places-spaces-mar02/index.html. Page 40, diagram of legibility analysis.

Mapping
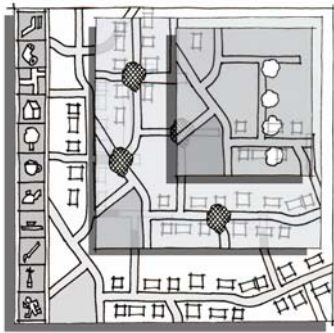
What it is:

A graphic technique for recording and analysing the physical features and structural patterns of a geographical area.

What it's useful for:

Providing base information for all types of projects and initiatives. The application of mapping is virtually unlimited. It includes, for example, assessment of spatial enclosures, street edge conditions, distribution of open space and street types, public–private space assessments, and distribution of landscape elements. Mapping to scale allows quantitative analysis of physical features and is a base for showing planned design interventions in context. Mapping enables comparative assessment or monitoring of quantitative and qualitative design conditions and elements over time.

How it's done:

Mapping techniques range from simple paper records to complex digital systems. General mapping techniques include:

- 'Overlay mapping' using different mapping layers or montages of tracing paper, or within a computer, to add or remove layers of information to reveal patterns and relationships that would not otherwise be obvious.

- 'GIS mapping' is a computer system designed to allow users to collect, manage and analyse large volumes of spatially referenced information and associated attribute data. It is an efficient means of sourcing and presenting comprehensive graphic information on entire neighbourhoods, towns and cities, as well as elements within them. GIS techniques enable analysis of complex multiple map overlays. A number of local councils have simplified GIS maps available on the web.

- 'Aerial photographs' are photos taken from an elevation and are generally available from local councils and private agencies for most urban areas in New Zealand. They provide insight into patterns of building and urban landscape development, including views into areas and details of development that otherwise cannot be seen from ground level observation. Aerial photographs can also be overlaid with other map-related information such as topographic contours, rivers, streams, soil structure, buildings and land uses.

- 'Digital elevation model' (DEM) or 'digital terrain model' (DTM) where aerial photos are draped over a three-dimensional contoured model creating an image that contains both topographic and real-life visual information that are to scale and can be used for perspective views and fly-through observations.

References

- Contact your local council for aerial photos, plans and GIS information.

- A number of local councils have aerial photos, plans and GIS information on their websites. A full list of council websites can be found on the Quality Planning website: http://www.qualityplanning.org.nz/contacts/index.php or Local Government New Zealand website: http://www.lgnz.co.nz/lg-sector/maps/.

Ped-Shed Analysis
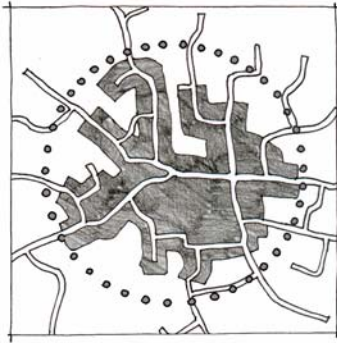
What it is:

A mapping technique that calculates the population catchment within a five or 10 minute walk from an activity, transport stop or node.

What it's useful for:

Providing 'walkability analysis' of important destinations (for example, town centres or transport nodes) within neighbourhoods, and how evenly these destinations are distributed and dispersed through a town or city. When planning new developments it can be used to identify optimum locations for new facilities and indicate where residential density may be increased.

How it's used:

A fixed-diameter circle is overlaid on a map with the centre placed on the destination point. Circle radii are usually based on an average person walking 400 metres in five minutes. A second radius of 800 metres indicates a 10 minute walk. The population density within this radius can then be calculated to determine the number of people within easy walking distance of the destination. A ped-shed analysis can be refined further by mapping linkages and obstacles that may decrease or increase travel distance or time to give a more accurate population figure.

Examples

- Land Transport New Zealand 2005. Measuring Walkability, chapter 9. *In: The Pedestrian Network Planning and Facilities Design Guide*. Provides methods of measuring walkability through both desk top exercises and on site analysis: http://www. landtransport.govt.nz/consultation/ped-network-plan/doc/chapter9.pdf.

- Housing New Zealand Corporation 2002. *Design Guide – Urban*: http://www.hnzc. co.nz/aboutus/publications/devguide/Urban.pdf. Includes an assessment of a housing site in relationship to urban amenity.

Space Syntax Analysis

What it is:

Space syntax is a set of theories and techniques that analyse how street networks are connected through mapping the spatial configurations and accessibility of open spaces and street patterns.

What it's useful for:

Explaining why certain streets and spaces are more heavily used than others, because connected street patterns are efficient in terms of fuel consumption and community integration. Space syntax maps the relative accessibility of parts of a site, neighbourhood or city and identifies the areas where improvements in access can be made.

How it's done:

The technique determines the degree of integration or segregation of streets and other spaces within a neighbourhood, town or city, by studying the 'axial lines' and 'convex spaces'. 'Axial lines' indicate primary movement routes, while 'convex spaces' indicate gathering points and places where concentrations of axial lines come together. Analysis can be based on drawings produced manually, or by using proprietary computer software available from Space Syntax, London.

References

- Space Syntax Laboratory, University College London: http://www.spacesyntax.org/. Gives an introduction to space syntax and provides a publication list, software and database information.

- Space Syntax: http://www.spacesyntax.com/. Research consultancy arm of the Space Syntax Laboratory, University College London.

Surveys

What it is:

A systematic way of determining the views and opinions of a large number of people on a particular topic through the use of interviews with structured questions or a standardised questionnaire.

What it's useful for:

Surveys can be used to gather large amounts of comparable and easily quantifiable data, and to provide an objective basis for planning and future action. Surveys can provide both qualitative and quantitative data. A structured interview will uncover qualitative data on people's values and perceptions that can be quantitatively tabulated. A professionally produced survey is a useful means of accurately and objectively assessing community opinion on high-profile and controversial community projects.

How it's done:

Survey types used most commonly in urban design projects include 'public satisfaction surveys' and '3+, 3– surveys', also known as 'three questions surveys'. 'Three questions surveys' are common in open space and neighbourhood improvement projects. They ask people to identify three things they like and three things they dislike about the current environment, and note their suggestions for changes. A 'visual preference survey' obtains community responses to a range of images and is used to develop an understanding of and consensus on the character of a place or future development.

'Placecheck' (http://www.placecheck.info/) is a specific urban design questionnaire for the community, developed by the UK Urban Design Alliance, which reveals where improvements are needed and focuses on how to achieve them. It is based on questions and answers in three sections: people ("how can the people whose influence and actions shape the place work together more effectively?"); places ("how can the physical form of buildings and spaces help to make the place work better?"); and movement ("how can the network of streets, routes and public transport help bring the place to life?").

A further survey method is the 'post-occupancy evaluation', a systematic survey and study of how occupants respond to a new or existing building or environment once it is operational. It is used to fine-tune the design and management of a building or place, and to inform the design brief for similar developments in the future. A refinement on this is the 'design quality indicators' (http://www.dqi.org.uk/), a tool to assess design quality of proposed and constructed buildings. This evaluation of performance or amenity can also be called 'benchmarking'.

References

- Ministry for the Environment 2002. *Creating great places to Live+Work+Play: Livable urban environments: process, strategy, action*: http://www.mfe.govt.nz/publications/rma/live-work-play-jun02/guide/community-methods.html#list. Page 17 describes 'list of qualities', surveys – 'three questions' and 'public satisfaction surveys' and methods, with checklists and case studies.

- Activity Friendly Environments, SPARC: http://www.sparc.org.nz/filedownload?id=374dfc8b-81fc-449c-b579-4d475776defc. Provides a checklist to assess how walk and bike friendly your current environment is at present.

- Placecheck: http://www.placecheck.info/. Developed by the UK Urban Design Alliance, http://www.udal.org.uk/. This website provides information on how to undertake your own placecheck with timelines, checklists, a set of detailed questions and a specific placecheck for streets, country, planning, urban design, highways and parks.

- Design Quality Indicator (DQI): http://www.dqi.org.uk/. The website provides an overview of the process, and links into the DQI tool.

- Walkinginfo Pedestrian and Bicycle Information Centre, United States: http://www.walkinginfo.org/cps/checklist.htm. Walkability checklist questions to help you evaluate your neighbourhood's walkability. This checklist provides both immediate answers and long term solutions to your neighbourhood's potential problems. A bikeability checklist is also available at this site.

- Local Government Commission, United States: http://www.lgc.org/freepub/land_use/participation_tools/visual_surveys.html. Information on public participation and visual surveys, and detailed information on community image surveys.

Example

- *Orewa – A World Class Urban Coastal Community: Discussion Document October 2004*: http://www.rodney.govt.nz/services/orewa_growth_project/orewa_growth_project10to50.pdf. Used a telephone survey to obtain key urban design issues in the community.

Tissue Analysis
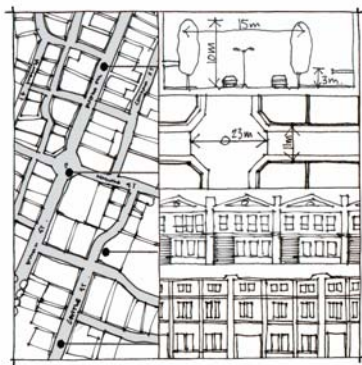
What it is:

A technique that overlays a known and understood scale plan or aerial photograph of existing buildings, lots, blocks and street patterns onto a vacant site as a rapid means of generating design options. These plans, aerial photographs or maps are often referred to as an 'urban tissue'.

What it's useful for:

Rapid generation of initial design options for sites and neighbourhoods that promote informed design discussion. Because the density, activity and physical characteristics are known, measurable, and can even be visited, there is a degree of certainty about the feasibility and effects of different configurations of development.

How it's done:

Aerial photographs or plans of existing, known and understood buildings, lots, blocks and street patterns are manipulated and modified to achieve a best fit or a series of different options on a vacant site or neighbourhood. All the urban tissues used should have a clear purpose and be familiar to the designers or participants in the design exercise. This is a first step in providing design variation and assists in the generation of ideas and options for the transformation of an urban site. Ideally, urban tissue case studies should be developed that analyse in detail the design of a variety of different urban tissue.

Reference

- Hayward, Richard 1993. Talking Tissues. *In*: Hayward, R and McGlynn, S (eds), *Making Better Places: Urban Design Now*, 24–29. Explains how the Joint Centre of Urban Design at the UK Oxford Brookes University uses urban tissues as a educational tool.

Transportation and Traffic Modelling

What it is:

Specialised tools used by traffic engineers and transportation planners to plan, monitor and manage road and transport systems at a range of scales.

What it's useful for:

Predicting traffic flows, patterns, behaviours and all transport modes in an existing urban area, and for predicting the impact of changes to the traffic patterns as a result of adjustments to the distribution and intensity of urban land uses.

How it's done:

'Multi-modal transport modelling' uses computer simulation to predict transport mode use and shifts in car, bus, train, walking, cycling transportation and the origin–destination of trips. This provides important quantitative information on the predicted use of a city or region's transport systems, and can provide vehicle information for traffic flow models.

'Traffic flow modelling' uses computer simulation to predict the traffic flow capacity and travel time implications of changed street configurations or uses within a complex street network. This provides important quantitative information on the predicted use of streets when major urban changes are proposed.

Example

- Greater Wellington Regional Council 2005. *Transit Western Corridor Transportation Study*: http://www.gw.govt.nz/section1675.cfm.

Urban Design Audit

What it is:

A systematic and comprehensive analysis of an existing neighbourhood, town or city that leads to the development of a design brief, strategy or code and the implementation of design projects. An urban design audit will involve use of a range of urban design research and analysis tools.

What it's useful for:

Providing extensive primary urban data through detailed assessments and analysis of existing urban environment qualities, features and characteristics. An urban design audit can be used to inform future design and policy initiatives.

How it's done:

Development of a clear research brief and the use of appropriate urban design tools to survey, check and analyse the urban neighbourhood, town or city. An urban design audit will involve quantitative and qualitative research and analysis.

Urban Morphology
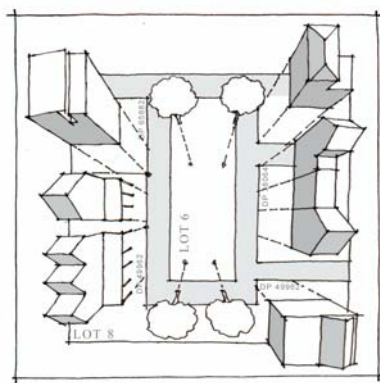
What it is:

Analysis techniques used to study the present and past historical patterns of urban structure, form, land use and patterns. Provides an understanding of the existing physical form and structure of the urban environment at different scales, from individual buildings, lots, street patterns and blocks.

What it's useful for:

Defining urban patterns and characteristics that create a unique sense of place. It helps in the appraisal of successful and unsuccessful urban form, and can examine the processes that shaped past change, or features that persist in the present urban fabric. It can define urban boundaries, inform development controls, and form the basis for design guidelines for character and heritage areas.

How it's done:

Characteristics of an urban area, such as its buildings, lots, blocks, street patterns, open space, land use activities, and building details, are recorded, measured, mapped and analysed using existing and/or historical information.

At its simplest, the mapping of buildings and open space patterns or 'figure-ground mapping' is where the building footprint is blacked out with open space left blank on a plan. With this technique, the open space and other character features of the site can be analysed.

A 'typological analysis' classifies buildings, lots, streets, blocks or open space into typical or atypical types. Type is defined by a combination of plan, dimension and use characteristics. This information can be used in character studies, design development and urban design policy.

A 'materials and components analysis' is a detailed urban morphology study recording building and material details. This can define the character and inform design selection of future colours, materials and components.

References/examples

- International Seminar on Urban Form: http://www.urbanform.org/. Inaugurated in 1994 and seeks to advance research and practice in fields concerned with the built environment. It promotes conferences, publishes a journal, *Urban Morphology*: http://odur.let.rug.nl:8080/isuf/template/journal/home.xml and provides an international framework for communication between members.

- Urban Design Group Journal. *Urban Design 93, Winter 2005* issue on urban morphology. (Editors: Evans, R and Kropf, K.) See Urban Design Group website: www.udg.org.uk.

Walk-Through Analysis

What it is:

An assessment of urban qualities and design issues done by walking through an area and recording observations and impressions along the way. It uses mainly graphic methods for recording observations.

What it's useful for:

A walk-through gives an overview of the design issues, and is often the first stage of a more intensive appraisal that involves both qualitative and quantitative methods. This technique helps establish the extent of the design issues and identifies further work required.

How it's done:

Observational analysis of place that records the main features, both successful and unsuccessful, in a preliminary urban design assessment. Key findings are often recorded by graphic means such as photographs or annotated sketches and plans. Checklists are typically used to ensure consistency when appraising a number of buildings, streets or areas.

Section 2 Community Participation Tools

Encouraging Community Involvement and Informing Initiatives

Community participation tools are fundamental in developing appropriate and effective urban design solutions. The community and users of our towns and cities are the ultimate clients and beneficiaries of quality urban design. Quality urban design is founded on a sound understanding of local knowledge, values and needs. True community participation enables people to influence and be part of urban design decision-making processes. This involvement strengths their ownership of the places they have had a hand in designing.

These tools are a means of identifying community concerns and issues, providing useful information on user needs, values and expectations, creating opportunities for community involvement in the design process and incorporating community concerns in decision-making. Promoters of urban design projects who use these tools will benefit by being better informed and having the community involved in the design and approval process in a constructive way. Ultimately, a well-constructed community participation process contributes to a quality design outcome and a smoother design process.

This section describes:
- Community Meeting
    - *Hui*
- Design Workshops
    - *Charette*
    - *Community planning forum*
    - *Ideas workshop*
    - *Enquiry by design*
    - *Planning weekend*
    - *Action planning*
    - *Urban design assistance team*
- Focus Group
- Interactive Display
    - *Elevation montage*
- Interactive Model
    - *Box city*
    - *Planning for real*
    - *Urban modelling*
    - *Adaptable model*
- Participatory Appraisal
    - *Interactive display*
    - *Speak out*
- Planning and Briefing Workshops
    - *Community planning forum*
    - *Process planning workshop*
    - *Future search conference*

- Reference Group
    Community advisory group
    Stakeholder reference group
- Scenario Building
    Scenario planning
    Participatory land use mapping
- Urban Design Games
    Board games
    Picture analysis
    Role play

Community Meeting

What it is:

A chaired meeting held in a community place and used to present design proposals to a community.

What it's useful for:

Useful for distributing information and undertaking consultation, but offer limited opportunity to involve people in one-on-one dialogue and participation. Community meetings are a means for presenting and explaining proposals to a group of residents, stakeholders or iwi and hapu and an opportunity for the community to ask questions and get immediate answers.

How it's done:

Community meetings are most usefully held in a local neighbourhood venue where they can be open to all members of the community. Meetings can be combined with 'interactive displays' or other forms of community participation tools. These meetings should be thoroughly advertised via community information networks, such as in local papers or council newsletters, on the radio, or event notice boards.

Alternatively a 'hui' held at a local marae or hall may be an appropriate way to involve residents, stakeholders, and, in particular, local iwi and hapu in the design process. A hui should be organised and led by local iwi, and direction for its content and structure will need to be decided upon in consultation with that iwi. Other forms of community meeting using different cultural protocols should be considered when working with diverse cultural groups.

References

- Ministry for the Environment 2002. *Creating great places to Live+Work+Play: Livable urban environments: process, strategy,* action: http://www.mfe.govt.nz/publications/rma/live-work-play-jun02/guide/community-public.html. Page 16 provides information on a hui with a checklist and information of a project trail in Rotorua.

- International Association for Public Participation: http://www.iap2.org/. Provides practitioner tools, including public participation spectrum, and a toolbox of techniques to share information.

Design Workshop

What it is:

A workshop that involves professional designers, the community and other key stakeholders focused on generating design ideas for development. It usually runs for a defined period of time, from several hours to a week, depending on the size, complexity of the project and the number of people involved in the workshop.

What it's useful for:

Any design project that involves a large number of stakeholders and where there is a likelihood of constructive participation. Typically, these are major community projects in a context that requires both high-level professional expertise and community participation as a catalyst for beginning the design process. The technique is best used to generate conceptual design options and to gain a consensus on a general direction. At a smaller scale, design workshops with in-house staff can form an important exercise in collaboration of different design disciplines.

How it's done:

A design workshop requires a collaborative design process. The organisers and designers provide technical expertise, facilitation and creative design skills, and work with a range of stakeholders who provide information on their expectations and values, and offer critical feedback on initial design options. In these workshops, design solutions are not usually tested for technical viability because of the short timeframes. Benefits include quick response to design options, and enhanced community/stakeholder awareness and ownership of the project.

A design workshop is also known as a design 'charette' and may be part of a 'community planning forum'.

Particular types of design workshops include 'enquiry by design', 'planning weekend' and 'ideas workshop'. 'Action planning' is a design workshop where a team of design specialists known as an 'urban design assistance team' (UDAT) collaborates with community and user groups to produce a proposal for action.

References

- Ministry for the Environment 2002. *Creating great places to Live+Work+Play: Livable urban environments: process, strategy, action*: http://www.mfe.govt.nz/publications/rma/live-work-play-jun02/guide/community-public.html. Page 17 provides information on undertaking a charette is provided with a checklist and project trail in Waitakere.

- National Charrette Institute, United States: http://www.charretteinstitute.org/. This US institute helps people build community capacity for collaboration to create healthy community plans. The website has a number of useful resources for anyone considering undertaking a charette.

- National Park Service (Northeast Region Philadelphia Office), United States: http://www.nps.gov/phso/rtcatoolbox/gatherings_charettes.htm. Community toolbox and description on charettes.

- The Community Planning Website, United Kingdom: http://www.communityplanning.net/. Provides principles, methods, scenarios, formats, checklists and a range of publications on community planning.

- The Architecture Foundation: http://www.creativespaces.org.uk/. Toolkit for participatory urban design. Provides inspiration, ideas and support for creative community involvement in urban design.

- Western Australia Planning Commission 2003. *The Enquiry-by-Design Workshop Process – A Preparation Manual:* http://www.wapc.wa.gov.au/Publications/28.aspx. A manual on the process of preparing for, and holding an enquiry by design workshop.

Examples

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol:* http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page14.html. New Lynn Town Centre – Waitakere City, p 50. A five-day design workshop/charette was used to produce comprehensive structure drawings for the New Lynn town centre.

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page10.html. Christchurch Bus Exchange, pp 44–49. A series of mini-charettes were held to conceptualise how the exchange might work within the parameters of the project.

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page12.html. Lancewood Courts – Christchurch, pp 56–60. Held a number of charettes that helped develop the overall scheme design.

Focus Group

What it is:

A structured, small group meeting made up of stakeholders sharing common demographics (for example, young people) or stakeholder interests, who discuss a specific topic. Often used to test differences, degrees of consensus and deliberating opinions between groups.

What it's useful for:

Used as an efficient means of obtaining the opinions of experts, informed members of the community or a party on a defined topic, and deliberating on those opinions.

How it's done:

A focus group generally meets for around half a day, is facilitated, and is usually limited to around 10–12 people to allow full participation. A detailed record of the session is required so that this information can be used in future design work.

References

- Ministry for the Environment 2002. *Creating great places to Live+Work+Play: Livable urban environments: process, strategy,* action: http://www.mfe.govt.nz/publications/rma/live-work-play-jun02/guide/community-public.html. Page 15 provides a checklist, project trial and resources to engage the community in a focus group.

- National Park Service (Northeast Region Philadelphia Office), United States: http://www.nps.gov/phso/rtcatoolbox/. Provides information on focus groups and tools for facilitation.

Examples

- *Orewa – A World Class Urban Coastal Community: Discussion Document* October 2004: http://www.rodney.govt.nz/services/orewa_growth_project/orewa_growth_project10to50.pdf. Used focus groups to set up and explore views on high-rise buildings and test community views.

Interactive Display

What it is:

A display on urban issues or a project that allows the community to make its views on the issue known by voting, putting post-it notes on the display or physically altering the display. Best used as part of a forum, design workshop, exhibition or other event.

What it's useful for:

Allows people to engage and debate urban issues in a fun way by making additions or alterations to a prepared display. It generates ideas, creates interaction and records feedback from a wide range of participants. It can be used in exhibitions, street stalls, design workshops or public meetings.

How it's done:

The display material, made up of plans, photos or models, needs to be simple and clear. People record their likes, dislikes, comments, areas in need of improvement and other issues on the display material using post-it notes, dots or handwritten notes. People's responses are recorded in such a way that they can be used afterwards.

Another interactive display tool is an 'elevation montage'. Photographs of elevations of either buildings lining a street or other open spaces are used to generate community discussion, and record comments and suggestions for improvement.

References

- Community Planning Website, United Kingdom: http://www.communityplanning.net/ methods/methods.htm. Provides further information, tips on interactive displays and elevation montages in the methods section of this website.

- Local Government Commission, United States: http://www.lgc.org/freepub/land_use/ participation_tools/visual_surveys.html. Provides information on public participation and visual surveys.

- *The power of the post-it – getting down to community planning with the experts: Some recollections of a participatory planning event*: http://www.rudi.net/news/ features/feat18.cfm. This Resource for Urban Design Information (RUDI) article outlines a 2005 seminar given by John Thompson and Partners in the United Kingdom on participatory planning and interactive displays.

Interactive Model

What it is:

A model-building technique that uses a kit of simple blocks of various sizes and shapes representing typical urban building elements. The blocks are used to construct configurations of built urban form to scale as a way of exploring different three-dimensional options for a site.

What it's useful for:

Useful for rapidly investigating and visualising options for site planning, urban spaces, and building bulk and form. Helpful in community design workshops, and in urban design education, for example, 'Box City' an urban design game that children can play.

How it's done:

Timber block or paper cut-out modules are frequently used, based on common building types and components. The components should be able to be arranged into the widest variety of configurations, and easily reconfigured into new scenarios. The scenarios created should be recorded as they emerge. An interactive model encourages participation, and enables members of the community and other non-designers to get involved in the design process and to understand the implications of decisions on three-dimensional form and space.

Interactive modelling is sometimes known as 'planning for real', or 'urban modelling', using an 'adaptable model'. It may be used to investigate city and regional planning issues, such as growth, using simulation software. See also scenario building.

References/examples

- Ministry for the Environment 2002. *Creating great places to Live+Work+Play: Livable urban environments: process, strategy, action*: http://www.mfe.govt.nz/publications/rma/ live-work-play-jun02/guide/community-public-html. Page 18 describes urban modelling.

- Haylock, H, Burt, S, Craymer, N 2000. Remember the days in the old school yard, box city day in Avondale. *Planning Quarterly* (Sept):10–13.

- Neighbourhood Initiatives Foundation 1995. *A Practical Handbook for 'Planning for Real' Consultation Exercise*. NIF: Telford, United Kingdom: http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/Planning-for-Real.html.

- Creative Spaces, United Kingdom: http://www.creativespaces.org.uk/. A toolkit for participatory urban design.

- The Community Planning Website, United Kingdom: http://www.communityplanning.net/methods/method100.htm. Provides tips, sample format and additional information on 'planning for real'.

- Box City: http://www.cubekc.org/catboxcity.html. A US teaching resource that shows how cities are planned (or unplanned), what makes a quality city and how children can participate in the improvement of the built environment.

Example

- Box City Glen Innes, Auckland 2000: http://www.aucklandcity.govt.nz/council/documents/gleninnes/strategyconsult.asp. Five hundred primary school students from four local schools were involved in constructing their future city of Glen Innes using recycled materials and boxes.

Participatory Appraisal

What it is:

A participation approach to gain a rapid, in-depth understanding of a community, or certain aspects of a community, using visual techniques, models, ranking, discussions, mapping or community inventory.

What it's useful for:

Allowing people to share and record aspects of their own situation, conditions of life, knowledge, perceptions, aspirations and preferences. From this, plans can be developed for action. This tool is not restricted to urban design issues.

How it's done:

There are many visual and verbal techniques, methods and approaches used in participatory appraisal. Qualified trainers and facilitators can help select the right mix of creative and targeted techniques.

Visual displays can be used that encourage wide participation and interaction between participants as they respond to the views of others while adding their own ideas to a display. An 'interactive display' can be used as part of participatory appraisal.

Verbal techniques include face-to-face interviews, <u>focus group</u> discussions and 'speak out' sessions where members of the public speak and officials listen and ask questions.

References/examples

- Ministry for the Environment 2002. *Creating great places to Live+Work+Play: Livable urban environments: process, strategy, action*: http://www.mfe.govt.nz/publications/ rma/live-work-play-jun02/guide/community-public.html. Page 18 provides a checklist, and project trail information on participatory appraisal.

- The Architecture Foundation toolkit for participatory urban design: http://www.creativespaces.org.uk/. Provides inspiration, ideas and support for creative community involvement in urban design.

Planning and Briefing Workshops

What it is:

A workshop held before beginning any design work. Its intention is to gather information on stakeholder needs and expectations, foster constructive community involvement, and to help develop the brief for a project.

What it's useful for:

Providing a forum for information-gathering and allowing stakeholders and users a chance to put forward ideas and have a say in an interactive setting early on in the project's development. Useful in community projects where a participatory process can help to clarify expectations, identify common ground and give direction to expected outcomes. Used to enhance understanding and develop ideas, and can be a catalyst for further action.

How it's done:

Workshops may be open to the community, or limited to invited participants from key community interest groups and stakeholders representing a wide range of views. Small-scale projects may require only one workshop, but large, complex or controversial community projects often justify a series of workshops. Competing perspectives need to be heard, and participation managed so all attendees can be fully and productively involved.

When used to develop a '<u>community plan</u>' or a brief for the design of a neighbourhood, a planning workshop may be known as a 'community planning forum'. Where the aim is to determine the community participation process for a project and gain community approval and 'ownership' of the process, it may be known as a 'process planning workshop'. A 'future search conference' is a workshop in conference format where, over a period of two-to-three days, participants identify objectives, initiatives and actions, and establish a common vision for the future.

Reference

- Community Planning Website, United Kingdom: http://www.communityplanning.net/methods/methods.htm. Provides information on 'briefing workshops', 'community planning forums', 'process planning workshops' and 'future search conferences'.

Reference Group

What it is:

A group of interested and affected parties that can be made up of informed community representatives known as a 'community advisory group', or key stakeholders known as a 'stakeholder reference group', brought together by designers or policy-makers. A reference group acts as a forum and an ongoing point of reference for consultation throughout the life of a project.

What it's useful for:

Typically used on large community or private projects that are of community interest or affect a range of private or institutional stakeholders. A reference group allows expectations, issues of concern, and possibilities for their resolution, to be identified before the formal policy-making or consent processes begin.

How it's done:

A reference group is formed at the pre-design stages of a project, and may continue to meet throughout a project for as long as there are issues to resolve. Meetings provide a forum for identification of issues and discussion of both shared and contradicting views.

A 'community advisory group' is generally established by a local authority that seeks to act on the group's recommendations as much as possible. The local authority provides the technical and administrative support. Members of a community advisory group usually represent key stakeholder groups but may include expert advisors and individuals from the general community.

Scenario Building

What it is:

A means of developing ideas and systematically exploring design, growth or planning options for a town or city under a range of potential economic, social and development scenarios. Often uses computer simulation software both to describe and analyse scenarios.

What it's useful for:

Providing a range of scenarios at any level, from individual development sites to city regions. It is useful for identifying and assessing the effects, feasibility and implications of likely or possible scenarios. It is particularly appropriate where a number of future scenarios are possible, and the implications of each require investigation.

How it's done:

Scenarios may relate to any combination of variables, for example, building heights, intensity of development, town boundary conditions, or regional population growth. Scenario building is used to show the possible directions that could be taken in comparative assessments and risk management. Scenario building informs debate and decision-making and is also known as 'participatory land use mapping'. (See also interactive model).

'Scenario planning' is related to the use of these scenarios, usually in strategic planning.

Reference

- Local Government Commission, United States. *Participatory Land Use Mapping.* http://www.lgc.org/freepub/land_use/participation_tools/landuse_mapping.html. Provides information on participatory land-use mapping with advice on how to involve members of the public in exploring local and regional land use planning issues and organising a mapping exercise in your area.

Example

- Envision Utah (Regional Modelling): http://www.envisionutah.org/. Website sponsored by the coalition for Utah's future, with information for keeping Utah beautiful, prosperous and neighbourly for future generations.

Urban Design Games

What it is:

A highly visual way of allowing people to explore physical design options for a site through acting, design puzzles, jigsaws, board games or other interactive gaming methods.

What it's useful for:

Helping people have fun, understanding the urban design process and increasing awareness through playing the games.

How it's done:

Urban design games are mostly played in groups, usually with either clear instructions from someone who has already played the games or a facilitator. Game types include 'board games'

that stimulate planning and design scenarios, 'picture analysis' to see what different people see in a photo or picture and comparing notes, 'role play' activities that allow people to act in someone else's shoes, 'storytelling' and 'theatre performance'. See underline interactive model for further refinement of this tool.

Reference

- Community Planning Website, United Kingdom: http://www.communityplanning.net/methods/method68.htm. Provides a description on gaming, with information on game types, a list of methods to implement them, tips and links to other urban design gaming methods.

Section 3 Raising Awareness Tools

Increasing Understanding

This section contains tools for raising awareness and promoting quality urban design processes and projects. Knowledge of design possibilities and an understanding of processes will help people to participate in the future of their town or city in constructive ways. As people become aware of what is possible, their expectations will encourage investors, developers, and local and central government to provide high-quality urban environments. Knowledge encourages people to take responsibility for local issues and, ultimately, gain ownership over 'their' place. At the same time, an informed community is more likely to support and insist on high-quality design initiatives.

Raising awareness tools support collaboration, information sharing and leadership in urban design within either a selected or wider audience. These tools can increase the understanding of quality urban design for everyone, including the community and signatories of the Urban Design Protocol.

This section describes:
- Case Studies
    - *Exemplar urban design project*
- Demonstration Project
    - *Pilot project*
    - *Flagship project*
- Design Centre
    - *Community design centre*
    - *Architecture and built environment centre*
    - *Neighbourhood planning office*
    - *Planning aid*
- Display Model
- Interpretive Trail
    - *Heritage trail*
    - *Town trail*
    - *Walking tour*
- Media Techniques
    - *Media column*
    - *Newsletter*
    - *Press release*
    - *Websites*
- Public Display
    - *Street stall*
    - *Roadshow*
- Research Reports
- School Resource Kits
- Urban Design Awards
- Urban Design Champion
    - *The Mayors' Institute On City Design*
- Urban Design Event
    - *Public lecture*
    - *Exhibition*
    - *Open house*

- Urban Design Network
- Visual Simulation

Case Studies
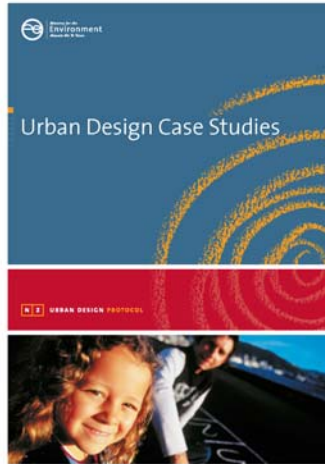
What it is:

A selection of written up 'exemplar urban design projects', either posted on the web or published, that demonstrate the practical application of urban design principals, or a particular research technique in creating quality urban design.

What it's useful for:

A valuable way of sharing project information and research methods on complex urban design issues. Case studies are also useful for encouraging discussion about urban design best practice and strategies to solve complex urban design problems.

How it's done:

Collecting and writing up a set of exemplar urban design projects or research techniques. It is helpful to have these written in a standard format so a comparison of similar projects can be made.

Examples

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/issues/urban/design-protocol/case-studies.html. Showcases 16 great examples of urban design and development from across New Zealand. The *Urban Design Case Studies* demonstrate what can be achieved by good urban design.

- Congress of New Urbanism Projects: http://www.cnu.org/about/index.cfm?formaction=adv_project_search&CFID=12179631&CFTOKEN=17005497. The projects in this database have appeared in the *New Urban News:* http://www.newurbannews.com/

Demonstration Project

What it is:

A prototype of part of a development site used to show how the development will look, or the first stage of a much larger project that is constructed in its entirety to demonstrate how the rest of the development will proceed.

What it's useful for:

Demonstrating the benefits of a particular design in order to give confidence that an innovative approach will be successful before proceeding with construction, or to act as a catalyst for the development or rejuvenation of a particular area. A demonstration project can help persuade others to follow the precedent by providing tangible evidence of a proposal and demonstrating the success of its design innovation.

How it's done:

Creating community or private projects to a high quality or exemplar standard that can be transferred to similar projects.

May also be known as a 'pilot project' or 'flagship project'.

References

- CABE 2002. *Better Civic Buildings and Spaces:* http://www.cabe.org.uk/. Launched in 2000 with the aim of promoting the need for, and benefits of, well-designed public buildings.
- Buildings for Life, United Kingdom: http://www.buildingforlife.org/. Bringing together the best designers and creative thinkers to champion quality design for new homes.

Example

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page11.html. Harbour View – Waitakere, p 50. The council created Waitakere Properties Ltd, which carried out strategic development on this site that the private market was not prepared to do at the time.

Design Centre

What it is:

A physical place or building that houses design services and associated events, including public lectures, exhibitions, community education and information aimed at promoting quality design within the community.

What it's useful for:

Advocating and raising the profile of quality urban design outcomes within a town, city or region through discussion, exhibitions and education. Design centres may also provide the community with access to free or low-cost design expertise that they would otherwise be unable to afford or unlikely to use.

How it's done:

By establishing a design centre in a highly visible location in the city or neighbourhood centre, staffed with committed design professionals. Close association of a design centre with a design or planning school can benefit both the community, professionals and students.

It may be known as a 'community design centre' or an 'architecture and built environment centre'. Where the focus of activity is planning oriented, it may be known as a 'neighbourhood planning office', where 'planning aid' is offered.

Examples

- Architectural Centre Inc, Wellington: http://architecture.org.nz/. This is a multi-disciplinary, independent, voluntary organisation of people with an interest in architecture, the arts, the built environment and Wellington City.

- Architecture Centre Network, United Kingdom: http://www.architecturecentre.net/. Is an independent organisation representing centres of architecture and the built environment in the United Kingdom.

- The Architecture Foundation, United Kingdom: http://www.architecturefoundation.org.uk/. Is an independent architecture centre acting as a catalyst for projects, competitions, workshops debates and much more.

- Association for Community Design, United States: http://www.communitydesign.org/. Is a network of individuals, organisations and institutions committed to increasing the capacity of planning and design professions to better serve communities.

Display Model

What it is:

A three-dimensional model (real or digital) of a site development or city district that shows the proposed configuration of buildings and spaces.

What it's useful for:

Whenever it is important that the community and other observers (who may not be familiar with interpreting design drawings such as plans) are able to understand a project. Display models can be valuable in circumstances where a project is contentious, or involves significant expenditure of funds. However, if comparisons are being made between different models in a competition situation, the same model maker should be used to allow for a true evaluation of projects.

How it's done:

For maximum effectiveness, the model should extend to show the area around a development site and show existing buildings and spaces so viewers have a known point of reference for comparison. A display model makes a project real, lets people examine the proposal from a range of viewpoints, and permits investigation of options. Representative models with a high degree of realism are generally most effective in informing and engaging with the community. Simpler, cheaper models can represent scale and form of a proposed development.

Reference/example

- Creative Spaces, United Kingdom: *A toolkit for participatory urban design*: http://www.creativespaces.org.uk/. Provides information on creative community involvement in urban design.

Interpretive Trail

What it is:

A programmed, self-guided walk with interpretative material supplied in the form of plaques, signs, written and audio guides.

What it's useful for:

Raising community awareness of local history and culture, and the connection between people and place.

How it's done:

Examples include 'heritage trails' and 'town trails', which usually extend over an area that can be comfortably walked in an hour or two. May also be known as a 'walking tour'.

Reference/example

- New Zealand Heritage Trails Foundation: http://www.heritagetrails.org.nz/index.asp. Provides a comprehensive step-by-step guide to help you develop a heritage trail, a signage manual, brochure specifications and links to New Zealand's heritage trails.

Media Techniques

What it is:

A selection of techniques used in communicating urban design information to a wide audience.

What it's useful for:

Useful in all projects where communication of a message to a wide audience is required.

How it's done:

There are various techniques including a:

- 'Media column' – a regular feature in national or local media that informs people of upcoming proposals or keeps them informed of changes to current or ongoing urban design issues.

- 'Newsletter' – a regular publication, either in hard copy or electronic form, that provides updates on a project's progress.

- 'Press release' – a written announcement issued to the news media and other targeted publications for the purpose of letting the public know of company developments.

- 'Urban design websites' – can be used to promote urban design issues, information sharing and debate.

Examples

- Housing New Zealand Corporation 2005. *Talbot community renewal project:* http://hnzc.co.nz/aboutus/initiatives/communityrenewal/talbot.htm. Provides information and newsletters sent out to the community on Talbot Park, Glen Innes, Auckland.

- *New Urban News*, United States: http://www.newurbannews.com/. Is a US professional newsletter for planners, developers, architects, builders, public officials and others who are interested in the creation of human-scale communities.

- Ministry for the Environment, *New Zealand Urban Design Protocol* web pages: http://www.mfe.govt.nz/issues/urban/design-protocol/index.html. Provides information on the Protocol.

Public Display

What it is:

A display of a design proposal in a high-profile location, or in association with a community event.

What it's useful for:

Providing information, increasing awareness and knowledge about a project and obtaining public feedback. Useful for local neighbourhood community projects because it establishes a profile for the project in the local community. This can be a low-cost, high-profile way of informing and obtaining feedback from local people.

How it's done:

Public displays require a high-profile space that is easily accessible. Project information that is easy to read is displayed and supplemented with hand-outs supplied to members of the public who visit the display. Ongoing supervision is also required to answer questions about the project and record community feedback.

A public display or 'street stall' may be based in a caravan or other vehicle that can be moved as a 'roadshow' to various parts of a neighbourhood or town.

Reference

- The Community Planning Website, United Kingdom: http://www.communityplanning.net. Provides information, tips and inspirational messages on street stalls.

Research Reports

What it is:

Written and graphic material that communicates either a collection of information or the active and systematic process of inquiry in urban design. Research reports are used to discover, interpret or revise urban design facts, behaviours and theories.

What it's useful for:

Providing concrete qualitative and quantitative evidence-based research on urban design in an easily read format that can stimulate policy debate and project implementation theories, practices and methods.

How it's done:

A research question or hypothesis is put forward to be tested. The research proposal method uses ethical processes and primary and/or secondary research material, the collection of information, field work and other activities. It is advisable to have a peer review undertaken before publishing the research findings. The research report should be written and published in a format that will reach its widest possible audience.

References

- Ministry for the Environment 2004. *Urban Design Research in New Zealand*: http://www.mfe.govt.nz/publications/urban/urban-design-research-sep05/index.html. The Ministry for the Environment and BRANZ Ltd have undertaken a survey to identify the individuals and/or organisations in New Zealand that are conducting urban design research, or research that has urban design implications (either directly or indirectly).

- Centre for Housing Research, Aotearoa New Zealand – Kainga Tipu (CHRANZ): http://www.hnzc.co.nz/chr/. Is committed to investing in and promoting housing research that provides an evidence base for policies and practices that meet New Zealand's housing needs.

- Australian Housing and Urban Research Institute (AHURI): http://www.ahuri.edu.au/. Is a national Australian research organisation, specialising in housing and urban research and policy.

Example

- Ministry for the Environment 2005. *The Value of Urban Design: The economic environmental and social benefits of urban design*: http://www.mfe.govt.nz/issues/urban/design-protocol/design-value.html. Evaluates the claims made for the value of urban design, considering economic, social, cultural and environmental value.

School Resource Kits

What it is:

A set of resources for either pre-school, primary, secondary or university level studies in urban design.

What it's useful for:

Providing easily accessible urban design resources for teachers in everyday teaching activities.

How it's done:

Collaboration between teaching and urban design professionals to provide an appropriate format, topics and material for the school resource kit.

Examples

- Education Kit Resources: http://www.waitakere.govt.nz/ AbtCit/ei/urbanstudies.asp#urbanstudies. A joint project between Waitakere City Council and Waitakere City secondary schools. This website includes sections on local area studies, urban studies, special places and the natural environment.

- Christchurch City Council Resource Catalogue for Schools: http://www.ccc.govt.nz/ publications/ResourceCatalogueForSchools/. This is a catalogue of resources specifically for schools, including transport-related issues.

- New Zealand Historic Places Trust – Heritage as an education resource for teachers: http://www.historic.org.nz/. The seven lessons appearing on this site are suitable for Years 5–8, and are set at levels 2–4.

- Ministry for the Environment Year of the Built Environment Youth Activity Pack: http://www.mfe.govt.nz/publications/urban/#activity.

Urban Design Awards

What it is:

An awards programme recognising quality urban design.

What it's useful for:

Promotion of quality urban design projects by professional, community and sector groups. Awards can lead to substantial promotion of projects with targeted media coverage and encourage greater emphasis on quality design.

How it's done:

The organisation arranging the awards develops a set of design criteria for judging, asks for submissions of projects (built, unbuilt, reports and so on) by a set date, appoints judges to assess the submissions, and holds an awards ceremony to present the awards. Designers usually submit their own work for awards, but clients and community groups may also be encouraged to submit projects for recognition.

Examples

- Ministry for the Environment Green Ribbon Awards: http://www.mfe.govt.nz/withyou/awards/. The Ministry for the Environment runs the Green Ribbon Awards each year. These awards recognise outstanding contributions by individuals, organisations and businesses to protecting and improving the quality of our environment.

- New Zealand Institute of Architects annual awards: http://www.nzia.co.nz/.

- New Zealand Institute Landscape Architects biennial awards: http://www.nzila.co.nz/.

Urban Design Champion

What it is:

A senior, influential person who provides urban design leadership, promotes and ensures that quality urban design issues are considered in all relevant decisions throughout their organisation.

What it's useful for:

Keeping urban design on an organisation's agenda and ensuring urban design objectives are integrated into all relevant parts of the organisation through clear communication to all relevant staff.

How it's done:

An urban design champion is likely to be most successful if they are a visionary and inspirational person with leadership skills, and are either a key decision-maker or have easy access to decision-makers within their organisation.

Training for design champions is essential. In the United States, 'The Mayors' Institute on City Design' provides urban design education for mayors, and brings together design professionals and mayors for an intensive three-day design workshop. The underlying rationale is that the mayor is often the chief urban design champion of a city.

References

- *New Zealand Urban Design Protocol – Appointing an Urban Design Champion*: http://www.mfe.govt.nz/issues/urban/design-protocol/champions.html. Information for signatories to the Urban Design Protocol on appointing an urban design champion within their organisation.

- CABE 2004. *Local Authority Design Champions*: http://www.cabe.org.uk/default.aspx?contentitemid=684. A CABE publication on the roles of design champions.

- CABE 2004. *Councillor's Pack: A Resource to Help Elected Members Champion Great Design:* http://www.cabe.org.uk/. CABE produces two publications:

    – *Local Leadership for Better Public Places*: http://www.cabe.org.uk/default.aspx?contentitemid=687.

    – *The Councillor's Guide to Urban Design*: http://www.cabe.org.uk/default.aspx?contentitemid=1069.

- The Mayors' Institute on City Design: http://www.archfoundation.org/micd/. The Mayors' Institute on City Design is a programme dedicated to improving the design and liveability of America's cities through the efforts of their chief elected leaders, their mayors.

Urban Design Event

What it is:

A defined event, day, week or year that focuses on urban design promotion and education.

What it's useful for:

Promoting urban design, increasing community awareness and expectations, enhancing professional development and networking and generating debate. These events can also help support marketing of private sector projects.

How it's done:

An urban design event can include a 'public lecture', urban design 'exhibition' or 'open house'. An urban design day, week or year is generally coordinated across a region or nationally. It may include exhibitions, visits to designers' offices, guided field tours, public lectures and other events that raise the profile of urban design.

Examples

- New Zealand's Year of the Built Environment 2005 (YBE 2005): http://www.ybe.org.nz/. YBE 2005 provided an opportunity to explore and celebrate our built environment – the buildings, spaces and structures in which we live, work and play. Throughout the year a collaborative series of events focused on, and challenged people to, recognise the role the built environment plays in our lives.

- Heritage Week Christchurch, New Zealand: http://www.heritageweek.co.nz/. This annual celebration takes pride in Christchurch's rich past by celebrating the city's built, social and environmental heritage.

Urban Design Network

What it is:

A coalition of leading urban design organisations, professionals or professional bodies promoting quality urban design.

What it's useful for:

Outcomes of urban design are not the exclusive province of any one profession or group. Only through collaboration and joint activity can quality urban design be achieved. An urban design network can promote quality design, support continuing professional development events and bring together different urban design professions and professionals.

How it's done:

Through a formal association or liaison of professionals or institutes with a clear commitment, mission or set of criteria that joins the members of the group together to support and promote quality urban design.

Examples

- Urban design champions network: http://www.mfe.govt.nz/issues/urban/design-protocol/champions.html. A network for signatories to the Urban Design Protocol.

- Urban Design Group, United Kingdom: http://www.udg.org.uk/. Is a campaigning membership organisation that was founded in 1978. The Urban Design Group produces the *Urban Design Journal* and the *Urban Design Source Book*, plus organises events seminars, conferences and overseas study tours.

- Urban Design Alliance (UDAL), United Kingdom: http://www.udal.org.uk/. Is a network of key professional and campaigning organisations that was formed in 1997 to promote the value of good urban design in the United Kingdom. They organise the Urban Design Week and are partners in the development of Placecheck.

- Urban Design Alliance Queensland: http://www.udal.org.au/. Is an organisation representing the design professions and other related groups that are committed to improving the quality of urban life through out Queensland, Australia.

- Urban Design Forum, Australia: http://www.udf.org.au/. Began in Melbourne in 1986 and has published a quarterly *Urban Design Forum* magazine. They initiate seminars and conferences.

Visual Simulation

What it is:

Physically generated images (elevation, photograph or video), normally by computer, that model the appearance of a proposed development or urban design initiative in its context.

What it's useful for:

Used to assess the appearance of projects on sensitive sites, provide tangible evidence of expected visual effects, and to increase certainty of a visual assessment before implementing a project.

How it's done:

Visual simulations include three-dimensional animated representations that can be 'walked through' or 'flown-through' on screen. Photo montage techniques are also common. These are still images of an existing site with an accurate rendering of the proposed development digitally inserted into the image to show the proposed development in its context.

References

- Local Government Commission, United States. *Computer Simulation as a Community Participation Tool*: http://www.lgc.org/freepub/land_use/participation_tools/computer_simulation.html. Provides information on computer simulation and use, with examples of this as a participation tool.

- EcoSmart: http://www.ecosmart.gov/. Is a web-based visual simulation software programme designed to evaluate the economic trade-offs between different landscape practices on residential parcels in relationship to energy and water use and fire prevention. Users work in a computer-simulation environment to test various landscape and hydrologic alternatives to arrive at environmentally and economically sound solutions.

Section 4 Planning and Design Tools

Describing Intended Design Outcomes

Planning and design tools create a vision and set a framework for integrated development. These tools vary in scale depending on the boundaries of the design framework. They set out comprehensive design strategies that provide the means to describe, coordinate and apply quality design intentions in complex urban situations.

These tools guide and promote confidence by creating a clear vision, highlighting issues, coordinating development, and responding to change. Planning and design tools manage change through the promotion of quality urban design, focusing on the opportunities and contributing to the design process through the provision of a sound policy context. An integrated urban development strategy that uses a combination of these tools can help implement urban projects over variable timeframes.

This section describes:
- Planning And Design Tools Working Together
- Accessibility Action Plan
    Accessibility monitoring
- Community Plan
    Long-term council community plan
- Concept Plan
- Conservation Plan
- Covenant
- Design Brief
- Design Code
- Design Guide
    Statutory design guides
    Non-statutory design guides
- Masterplan
    Spatial masterplan
    Development plan
- Pattern Book
- Precinct Plan
    Enterprise zones
    Character areas
    Conservation areas
    Urban quarters
    Centre plans
- Public Art Strategy
- Streetscape Plan
    Main street programme
    Open space plan
- Streetscape Strategy
- Structure Plan
    Regional structure plan
    Public open space structure plan
- Technical Guidance Note
- Urban Design Framework
    Development brief
- Urban Design Strategy

Planning and Design Tools Working Together

Many of the planning and design tools work together by providing vision and guidance at different scales, from the city through to the site. The diagram below illustrates how these urban design tools can be applied at all the different scales and levels of complexity. It is, therefore, very important to remember that the decisions taken at each level will impact on the levels both above and below.

Town or City

Urban Design Strategy	*Urban Design Framework*	*Design Guide*
Overall vision statement establishing general direction for a town or city. Identifies areas or precincts requiring special consideration.	Plan and policies that identify the key urban design features of, and future development for, a neighbourhood or larger complex site.	Policy and principles setting out criteria and ways of achieving quality urban design.

Neighbourhood

Structure Plan	*Precinct Plan*	*Streetscape Strategy*
Overall plan for the structure of streets and public spaces with reference to land use.	A plan that defines a particular character area or quarter within a town or city and provides guidance for potential development.	Establishes design direction and general criteria to apply to design of the public space network. Streetscape plan: specific design improvements for the streets identified by the streetscape strategy and structure plan.

Site

Masterplan	*Design Code*	*Design Brief*	*Covenant*	*Technical Guidance Note*
The final expected physical plan of buildings and open spaces of a large development.	Template and rules of placement and design detail for lot, building and open space design.	Description of design outcomes and assessment criteria for an urban design project.	Legal restriction or agreement on design recorded on a title of a property to improve the quality of the built environment.	Details (eg, street furniture, kerbs, paving and planting) used in the design, layout, technical specifications and maintenance of public open space – streets, plazas, parks and waterways.

Accessibility Action Plan

What it is:

An accessibility action plan is created to promote movement to people from disadvantaged groups or areas to essential employment and services. An accessibility action plan considers improved transport options and the location, design and delivery of other services and people's perceptions of personal safety.

What it's useful for:

Accessibility planning encourages local authorities and other agencies to assess systematically whether people can get to places of work, healthcare facilities, education facilities, food shops and other destinations that are important to local residents.

How it's done:

Through a process of an <u>accessibility analysis</u> using an <u>accessibility audit</u> and an <u>accessibility resource appraisal</u>, which leads to an accessibility action plan and further accessibility monitoring.

An accessibility action plan of agreed initiatives is formed to improve accessibility for the identified priority issues and areas. These could include, for example, initiatives to improve physical accessibility and availability, improved travel advice and information, safer streets and stations, reducing the need to travel and making travel more affordable.

'Accessibility monitoring' uses a set of local accessibility indicators to evaluate accessibility.

Example/reference

- Accessibility Planning, United Kingdom: http://www.accessibilityplanning.gov.uk/. Provides a variety of information on accessibility planning, including background reports, accessibility processes, case studies and planning initiatives in the United Kingdom.

Community Plan

What it is:

Getting the community involved in shaping their local surroundings, through planning and management of their environment.

What it's useful for:

Bringing local people and resources together, making better decisions and achieving more appropriate results, building a sense of community, and creating opportunities for speedier development.

How it's done:

There are many ways of undertaking community plans, and the approach will be different for each community initiative or reason for the plan. Community plans can be undertaken for the development of community facilities, urban renewal projects, neighbourhood or town centre upgrades, housing development projects, reuse of derelict sites, heritage conservation projects or even disaster management plans. An excellent UK website, with a number of general principles, methods and scenarios for inspiration on community plans is Community Planning: http://www.communityplanning.net/index.htm.

Under the Local Government Act 2002, local authorities are required to develop a 'long-term council community plan' (LTCCP). The Act sets out a formal process for preparing a LTCCP. These plans are central to the new local government planning framework and are intended to inform the other planning functions undertaken by local authorities (for example, asset management plans, district plans, waste management plans). Their main purpose is to identify the community outcomes for the district or region and the local authority's activities that contribute to these outcomes.

References/examples

- Ministry for the Environment website: http://www.mfe.govt.nz/withyou/envwellbeing/. Has information on promoting environmental wellbeing under the Local Government Act 2002.

- Community Planning, United Kingdom: http://www.communityplanning.net/index.htm. Provides a broad range of principles, methods and scenarios on community planning.

- Local Government New Zealand, New Zealand Society of Local Government Managers and the Department of Internal Affairs have two local government Know How Guides on the Local Government Act. *Knowhow Guide to the Local Government Act 2002: An overview*: http://www.lgnz.co.nz/projects/archive/lgknowhow/guides/outcomes.html and *Knowhow Guide to Decision-Making Under the Local Government Act 2002*: http://www.lgnz.co.nz/projects/archive/lgknowhow/guides/decision-making.html.

- Christchurch City Council 2005. *Christchurch Neighbourhood Plans*: http://www.ccc.govt.nz/environment/urbanrenewalprogramme/neighbourhoodplans.asp. Provides information on current neighbourhood plans, which draw together projects, potential community initiatives and strategic goals into living documents that can evolve as the community expectations change and additional renewal opportunities arise.

Concept Plan

What it is:

A conceptual plan of how a site can be developed, which is less detailed than a masterplan. Often related to landscape plans for street and open space development projects.

What it's useful for:

Showing the potential development of a site before the masterplan and drawing up detailed project plans. Concept plans are particularly useful at the beginning of a project and during community consultation.

How it's done:

Development of a design concept in a plan format, often accompanied by sketch plans and or a rough model of the project.

Examples

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page15.html. New Plymouth Foreshore, pp 71–76. The development of the foreshore began with the council preparing three concepts that ranged from a heavily developed scheme with a strong commercial emphasis to a very natural approach. These concepts were tested through extensive public consultation.

- Auckland Regional Council. Long Bay Concept Plan,: http://www.arc.govt.nz/arc/auckland-regional-parks/northern-parks/long-bay-concept-plan.cfm. Is a preferred concept plan considering the future of Long Bay Regional Park and open for public comment.

- Auckland City Council. Mutukaroa-Hamlins Hill Concept Plan: http://www.aucklandcity.govt.nz/council/projects/hamlinshill/default.asp. Is a future enhancement and development plan for the largest non-volcanic hill in Auckland, focusing on park usage, recreation areas, public access and vegetation planting.

- The Groynes Concept Plan, Christchurch City Council: http://www.ccc.govt.nz/consultation/GroynesConceptPlan/. The Groynes Concept Plan examines the current context of the park, taking into account past and intended changes and the neighbourhood. The overall concept, as a long term vision for The Groynes, is for a regional park that provides linked recreational opportunities in the countryside.

Conservation Plan

What it is:

A conservation plan is a document that identifies why a place is important and how it should be conserved in the future.

What it's useful for:

Informing major design-related decisions affecting historic places. It does this through increasing understanding of the characteristics that contribute to making a place important and by providing direction to guide the conservation, use and development of historic places, particularly where their future use is unknown or undecided or where major development work is proposed.

How it's done:

Conservation plan preparation generally comprises a two-stage process as follows:

- Stage 1 – understanding the place through gathering and analysing documentary and physical evidence and then assessing and stating heritage significance.

- Stage 2 – conservation policy and implementation through gathering information to help develop a conservation policy (for example, physical condition, external requirements such as legal and stakeholder views, requirements for the retention of significance, feasible uses). Followed by developing a conservation policy and identifying strategies for its implementation.

The undertaking of the process in two discrete stages helps increase the plan's integrity because the significance of a place can be assessed in isolation of the practical requirements that will inform subsequent policy.

References

- Kerr, JS 2000. *The Conservation Plan*. National Trust of Australia: NSW. (Fifth edition.)

- Bowron, G and Harris, J 2000. *Guidelines for Preparing Conservation Plans*. New Zealand Historic Places Trust: Wellington. (Second edition.)

Examples

- Christchurch City Council – Conservation Plans: http://www.ccc.govt.nz/Christchurch/ Heritage/Information/ConservationPlans.asp. Provide general information concerning conservation plans and their preparation.

- English Heritage – Conservation Plans: A Guide for the Perplexed: http://www.unitar.org/hiroshima/world%20heritage/Background%20Material%20by%20 F.LeBlanc/Management%20Plans/Conservation%20Plans%20-%20Questions.pdf. Provide answers to a number of basic questions about conservation plans.

- McCahon House Conservation Plan: http://www.mccahonhouse.org.nz/house/consplan/default.asp. Is an example of a plan prepared for Waitakere City Council and the McCahon House Trust.

- Sydney Opera House Conservation Plan: http://www.sydneyoperahouse.com/sections/corporate/about_us/pdfs/aboutus_conservationplan2003.pdf. Is an example of a plan prepared for the Sydney Opera House Trust.

Covenant

What it is:

A legal restriction or agreement recorded on the title of a property that is a matter of private contract.

What it's useful for:

Covenants relate generally to the relationship between vendor and purchaser or leaser and lessee and are not a public regulatory tool. For example, a covenant may be used to implement private design controls on a site, which may cover the range of building materials used, the height and placement of buildings, planting and tree protection, and the extent and type of site work. Private individuals decide what is going into the covenant.

How it's done:

Applied to a variety of matters, including aspects of design not covered by a district plan's rules or guidelines, but can also be applied to protect and conserve places of ecological or historic heritage value. Covenants can be used by private developers to uphold the specific style or design quality of their development over time. Design expertise will be needed to implement design-related covenants if they require skilled qualitative assessment. Covenants are unlikely to achieve high-quality results unless they are both technically robust, applied with appropriate skill and have a means of enforcement after the developer is no longer involved.

Examples

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page5.html. Beaumont Quarter, Auckland, pp 13–17, has a developer covenant on the historic buildings.

- New Zealand Historic Places Trust Heritage Covenants: http://www.historic.org.nz/heritage/heritage_covenants.html. Heritage covenants are attached to the land title and place conditions or restriction on its use. There are over 60 heritage covenants at present.

- QEII National Trust: http://www.nationaltrust.org.nz/. A QEII open space covenant is a legally binding protection agreement. It is registered on the title of the land. There are over 2000 QEII covenants that can apply to the whole property or just part of it. They are generally in perpetuity.

Design Brief

What it is:

A coherent description by the client to the design team that sets out the desired physical design criteria and outcomes for an urban design project.

What it's useful for:

Used by all developers, including local authorities, to outline their vision and desired design outcomes.

How it's done:

A brief will define a site and context and outline the vision and expectations for site development, including the important outcomes and conditions. Often developed in conjunction with a masterplan or precinct plan and after higher-level vision documents, such as an urban design strategy, have been completed. Every brief should set out: the mission; objectives; performance requirements and measures; priorities; management decisions and responsibilities; timeframe; and who is expected to respond. A design brief may also describe required qualities in addition to desired physical outcomes. Urban design briefs often provide a graphic indication of key alignments, dimensions or relationships to be established with existing buildings, streets or open spaces.

References

- CABE. *The Design Brief*: http://www.cabe.org.uk/publications/default.aspx?contentitemid=591. This document provides information on the purpose, who should contribute and what is needed in a design brief.

Examples

- Wellington City Council. Willis/Victoria Urban Design Brief: http://www.wellington. govt.nz/projects/pdfs/chews-design-brief.pdf. An urban design brief for a site with identified heritage and urban design values in the central city.

- The Artworks Creative Spaces Project, United Kingdom: http://www.art-works. org.uk/research/bigsink0.shtml. Provides a brief that understands the characteristics of successful art spaces within schools, galleries and museums across the United Kingdom.

Design Code

What it is:

A precise description of parameters for designing buildings and open space on each lot within a development, which may also include specification of material and detail. Effectively, this is three-dimensional form-based zoning.

What it's useful for:

Used by local councils and private sector developers to control the site planning and design quality on individual lots within a larger development.

How it's done:

A design code usually comprises a masterplan and written information. The masterplan is three dimensional and illustrates the development area and intended arrangement of spaces, buildings and design details. The written information explains the plan, and details issues such as landscape, materials and mix of uses. The more detailed design codes will probably provide a pattern book.

References/examples

- CABE 2003. *The Use of Urban Design Codes: Building Sustainable Communities*: http://www.cabe.org.uk/default.aspx?contentitemid=610. Summary information asking a number of questions about design codes in the UK situation.

- CABE 2005. *Design Coding: Testing its use in England:* http://www.cabe.org.uk/default.aspx?contentitemid=672. A summary of the interim findings into the use of design codes in the United Kingdom.

- Ministry for the Environment, 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page6.html. Botany Downs, Manukau, pp 18–25. The role of the Design Code for Intensive Housing within the Manukau District Plan. Each developer's commitment to urban design principles ensured the overall design was consistent with the proposed urban design features.

Design Guide

What it is:

A guideline that describes in words and illustrations the principles for achieving quality urban design. Design guides can be either non-statutory or statutory in relation to a district plan.

What it's useful for:

Guiding decision-making and providing a consistent approach on urban design projects. A statutory design guide makes design criteria explicit, provides consistency for the developer and community, and allows for a robust assessment and decision-making process. Design guides may be applied to specific areas, such as character areas, town and city centres, development types (for example, multi-unit housing), or to design issues (for example, design for streetscape quality or safety).

How it's done:

The development of a design guide may start with the examination and debate of all urban design issues. When a draft design guide is developed it can be subject to consultation before being adopted.

Design guides generally come in two forms:

- 'Statutory design guides', often called 'design criteria', have legal status in a district plan and provide explicit criteria for assessing the quality of design outcomes. They provide developers and designers with information on critical issues before starting the design process, and ensure that the method of assessing design quality is systematic, consistent and transparent. The statutory design guide's legal status gives the necessary leverage to ensure that it is followed. Design expertise is therefore required to implement statutory design guides, because they inevitably require skilled qualitative assessment. These guides should contain explanations and/or illustrations to demonstrate the context and rationale for design principles. They should also include design objectives to clarify the intent of the guidelines and allow for flexibility in the design approach.

- 'Non-statutory design guides' are used for education and advocacy and, when combined with promotion, can be an effective means of distributing information on quality design. Because there is no compulsion for a developer or designer to consider a non-statutory design guide, it will be most effective when the majority of users are persuaded that it is in their interests to follow the guide. It should be attractively presented, use accessible language and graphics, and be supported by ongoing promotion.

Site- or area-specific design guides are also used by private developers and can take the form of a design code, pattern book or covenant where they are implemented by means of a legal agreement or covenant.

References

- Ministry for the Environment 2002. *People+Places+Spaces: A design guide for urban New Zealand*: http://www.mfe.govt.nz/publications/rma/people-places-spaces-mar02/. Information on what urban design is, and how to achieve better urban design.

- Cowan, Robert 2003. *Urban Design Guidance*. Thomas Telford: Tonbridge. See the review on the Urban Design Group website: http://www.udg.org.uk/.

- Land Transport Safety Authority. *Pedestrian network planning and facilities design guide*: http://www.ltsa.govt.nz/consultation/ped-network-plan/.

Examples – Statutory design guidelines

- Wellington City Council. *District Plan Volume 2, Design Guides*: http://www.wellington. govt.nz/plans/district/volume2/vol2.html. Are statutory design guides for general, character and precinct areas within the city.

Examples – Non-statutory design guidelines

- North Shore City: http://www.northshorecity.govt.nz/ our_environment/housing_guides.htm. Has produced a variety of non-statutory advisory design guides that are available on their website.

- Waitakere City Council. Developer's Design Guide: http://www.waitakere.govt.nz/ AbtCit/ec/bldsus/dvlprsdesgngde.asp. Guidelines to help developers and residents understand the yardsticks by which the council measures residential subdivisions and comprehensive housing developments.

- Auckland City Council. Residential Design Guide: http://www.aucklandcity.govt.nz/ council/documents/design/default.asp. For developments in residential zones in strategic growth management areas.

- Christchurch City Council 2005: http://www.ccc.govt.nz/publications/designguides/. A variety of non-statutory design guides.

- Dunedin City Council 2005. *Design Guidelines*: *Princess Street Commercial Precinct*: http://www.cityofdunedin.com/city/?MIvalObj=policy_princes&MItypeObj=application/ pdf&ext=.pdf.

- Rodney District Council 2004. *Draft Gulf Harbour Non-Regulatory Design Guidelines* http://www.rodney.govt.nz/council/gulfharbour_draftdesignguide.htm.

Masterplan

What it is:

A masterplan describes the final expected outcome of a large site and may be used to direct development on smaller sites. It describes the physical configuration and phasing of buildings, infrastructure and/or public spaces.

What it's useful for:

Outlining the expected final outcome of a development with the physical layout of buildings, public spaces and possible land uses. Used to direct and coordinate further detailed development on the site. Masterplans are used in site development and open space projects by (public or private) developers to provide certainty about design and development intentions. Masterplans are valuable in creating opportunities for regeneration, and in providing a plan for either brownfield or greenfield development.

How it's done:

Masterplans require a multi-disciplinary team because of the complexity of urban design projects. In the creation of a masterplan, a variety of urban design tools will be used. Masterplans that are expected to be implemented over an extended time period can be restrictive if they are given regulatory status, unless the status allows for change. Sometimes known as a 'spatial masterplan' or a 'development plan'.

Masterplans are often produced with reference to a higher level <u>urban design strategy</u>.

References

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page4.html. Auckland University of Technology (AUT), pp 7–12. The masterplan for AUT is a collaboration between the project partners AUT, JASMAX, Opus and Auckland City Council that allowed the design of buildings and activities to address and enhance environmental characteristics.

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page5.html. Beaumont Quarter – Auckland, pp 13–17. A masterplan was necessary to organise major structural elements, such as pedestrian and motor vehicle connections, and the location and massing of residential buildings.

- Ministry for the Environment 2005: *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page6.html. Botany Downs – Manukau City, pp 17–25. The three projects, Eastpark, Sacramento and Botany Town Centre, were each designed under their own masterplan within the ambit of the Te U Kaipo structure plan.

- CABE 2004: *Creating Successful Masterplans: A Guide for Clients*: http://www.cabe.org.uk/default.aspx?contentitemid=451. Provides information on what makes a successful masterplan, the masterplanning process, and how to be a successful masterplanning client.

- CABE 2004: *Design Reviewed Masterplans*: http://www.cabe.org.uk/default.aspx?contentitemid=653. Is a lessons-learnt report from the CABE Design Review programme bringing together a varied number of masterplannning projects as case studies, describing what was proposed and CABE's analysis of the designs.

Pattern Book
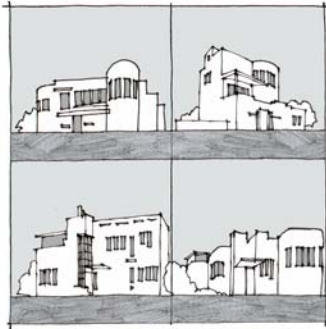
What it is:

A 'pattern book' is based upon the vision of a <u>masterplan</u> or the character of an existing neighbourhood. It regulates the building bulk, architectural massing, building types, heights, facades, styles, materials, and details of a proposed character, or character that you may wish to retain.

What it's useful for:

A pattern book establishes the basic design guidelines that will ensure that the architecture of the individual buildings within an urban area will all be in keeping with the overall masterplan vision. Pattern books can also describe guidelines for open space, streets, parking, and service functions.

How it's done:

Design details are specified that aim to produce a consistent scale and proportion appropriate to their context. A pattern book should raise the standards of design by providing options and issues for quality design of building.

Examples

- *Residential Flat Pattern Book*: http://www.patternbook.nsw.gov.au/. Is a residential resource book of ideas and precedents to guide better design of residential flat development in New South Wales, Australia.

- Norfolk City, United States: http://www.norfolk.gov/Planning/comehome/Norfolk_ Pattern_Book/residents.html. A pattern book website organised into four sections: The Overview, Neighborhood Patterns, Architectural Patterns, and Landscape Patterns. Each

section is designed to provide key information to help in making design and site planning decisions for planned renovations or new house construction.

Precinct Plan

What it is:

A plan or set of policies and guidelines used to direct development within a defined area.

What it's useful for:

Managing and directing change consistent with the conditions and characteristics of a defined neighbourhood or character area.

How it's done:

The precinct is defined by its context, character and unique functions and mapped to a particular location in a town or city. Specific policies, guidelines or plans are developed to manage development within the precinct. Precincts may range in scale, from individual spaces within a campus environment, to streets and neighbourhoods within a city. Examples of precinct planning include designation of a <u>business improvement district</u>, an 'enterprise zone', <u>special activity area</u>, 'character areas', 'conservation areas' and 'urban quarters'.

Town centre plans or 'centre plans' usually apply to suburban businesses, retail and mixed-use areas. A centre plan integrates planning, streetscape and public transport improvements. It is often closely related to a <u>town centre programme</u> or a <u>main street programme</u> that focuses on the management, physical enhancement, economic development and marketing of an area.

Examples

- Ministry for the Environment 2005. *Urban Design Case Study: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page14.html. New Lynn Town Centre, Waitakere City. This case study outlines the design process and lessons learnt with the Waitakere City-initiated New Lynn Town Centre revitalisation.

- Wellington City Council. *District Plan Volume 2 Design Guides*: http://www.wellington.govt.nz/plans/district/volume2/vol2.html. Includes seven statutory design guidelines for character area design guides. Specifically, the Thorndon Character Area: http://www.wellington.govt.nz/plans/district/volume2/pdfs/v2thorndon.pdf, which gives a detailed set of guidelines for the Thorndon Area, Wellington, with historically significant mid-nineteenth century buildings, streets and spaces.

- Manukau City Council. Manukau Town Centres and Business Precincts: http://www.manukau.govt.nz/town%2Dcentres.htm. Manukau Town Centres Strategy for its 18 town centres.

- Tauranga City Council 2002. Mount Maunganui Neighbourhood Plan: http://content. tauranga.govt.nz/fixedpages/92f2064e77ae43adab7c94508bef58fa/f9fa2c669be24ee7ad0

62520d0dbbb59/files/MtMaunganuiNeighbourhoodPlan.pdf. Draws local community and public planning into an integrated framework for the next 10 years.

- Auckland City Council. Centre Plans: http://www.aucklandcity.govt.nz/council/documents/centreplan/default.asp. Information on plans, policies and reports.

- Auckland City Council Aotea Quarter Plan: http://ns.akcity.govt.nz/council/projects/cbdproject/aoteaquarter.asp. Is one of a number of place-based plans that are part of Auckland's CBD Into the Future strategy: http://ns.akcity.govt.nz.council/projects/cbdproject/default.asp.

- Napier Art Deco Historic Precinct: http://www.doc.govt.nz/Conservation/World-Heritage/010~Suggest-NZ-World-Heritage-sites/pdf/nz-tentative-list-napier.pdf. In January 2005, the Department of Conservation released a public discussion paper inviting submissions on the development of a tentative list of potential New Zealand World Heritage Site nominations, including the Napier Art Deco Historic Precinct.

Public Art Strategy

What it is:

A strategy that commits a council or organisation to supporting and encouraging art in its town and city. Aims can include: supporting the development of local artists, generating new art-related employment, expressing different cultures, developing opportunities in the urban fabric where arts can be expressed and people can participate, as well as improving the quality of the built environment.

What it's useful for:

Supporting the recognised key role that public art plays in a town or city's social, cultural and economic development, and as an important vehicle for urban renewal and city marketing.

How it's done:

Working with the art community to create a challenging and creative strategy with social outputs and local involvement that is fully integrated with wider planning, policy and design tools. The strategy may start small, with a number of local art-related events, and build up to a number of high-profile national-interest events or artworks.

'Public art' is defined in the widest possible sense as artistic works created for, or located in, part of a public space or facility and accessible to members of the public. Public art includes works of a permanent or temporary nature located in the public domain.

Examples

- Auckland City Council. *Central Area Public Art Policy and Guidelines*: http://www.aucklandcity.govt.nz/council/documents/publicart/default.asp. Provide a vision, objectives, policy and guidelines on public art in the central area of Auckland.

- Christchurch City Council. *Arts Policy and Strategy*: http://www.ccc.govt.nz/policy/arts/CCCArtsStrategy.pdf. Provides policy goals and objectives plus information on the significance and importance of the arts in Christchurch.

Streetscape Plan
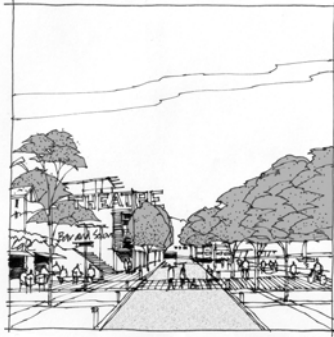
What it is:

A design plan that details development, improvements or regeneration proposals for a single street or open space.

What it's useful for:

Guiding refurbishment of specific streets and spaces in the city, often as part of a wider public space enhancement strategy, and sometimes integrated with marketing and economic regeneration initiatives or a town centre programme or 'main street programme'.

How it's done:

An overall design vision is required to direct the construction and management proposals of a streetscape plan. A number of tools, including research and analysis, community participation and awareness raising, will be used in the development of a streetscape plan. It may also be known as a 'open space plan'.

Example

- Auckland City Council 2005: http://www.aucklandcity.govt.nz/auckland/transport/projects/default.asp. Transport projects, including a number of street upgrade plans.

Streetscape Strategy

What it is:

A planning policy that describes at a high level the visual qualities and (sometimes) management and maintenance requirements that must be met by the design of open space and public areas.

What it's useful for:

Providing coordinated guidance for the design of a street system and associated public spaces within a town or city.

How it's done:

A streetscape strategy may cover a neighbourhood, or an entire town or city centre. Based on an understanding of local context, character and needs, the strategy will usually identify the intended hierarchy of open spaces and the general design approach at all levels of the hierarchy. It may also be known as a 'open space enhancement strategy' and will sometimes include detailed streetscape plans for identified streets and masterplans for key public spaces.

Structure Plan

What it is:

A high-level plan that shows the arrangement of land use types, identifies streets and open spaces, and often shows the integration of multiple transport modes and destinations.

What it's useful for:

Guiding the future development or redevelopment of a particular area by coordinating and defining land use patterns, areas of open space, the infrastructure layout, including integration and accessibility of transportation with land use, and other key features for managing the effects of such development.

How it's done:

A structure plan is typically drawn by local government to show an entire area and the networks that link it to other areas, extending across sites with different ownership. It is essential if a coordinated, open space structure and street network is to be realised. When produced at the regional level, it describes arterial routes and is called a 'regional structure plan'. When applied at the neighbourhood level, it is often described as a 'public open space structure plan' and shows all open spaces and access connections.

References/examples

- Quality Planning Guidance Note on Structure Planning: http://www.qualityplanning.org.nz/plan-topics/structure-planning.php. Provides detailed information on structure plans, including definition, content of structure plans plus practice examples and case law.

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page6.html. Botany Downs – Manukau City, pp 18–25, was part of the Te U Kaipo Structure Plan, which established the development pattern before land was released for urban development.

Technical Guidance Note

What it is:

A detailed design description of key elements, such as street furniture, kerbs, paving and planting. Used in streets, plazas, parks and waterways. It sets out the design, layout, technical specifications and maintenance of these elements.

What it's useful for:

Wherever consistency and quality urban design details are required for a large urban area over an extended time. For example, the technical guide in Melbourne has been part of an ongoing implementation strategy since 1985.

How it's done:

Proven design solutions consistent with the overall strategy for the design of a place are documented to allow them to be repeated without need for redesign. Technical notes provide guidance for people responsible for implementing design, and are often used to describe types of street furniture and urban landscape detail.

Urban Design Framework

What it is:

A document that describes an overarching vision and the intended outcome for an entire urban area and gives direction to direct subsequent policies and site-specific initiatives within that area.

What it's useful for:

Used in areas undergoing change or where growth or change needs to be promoted. Provides a vision and flexibility to guide large complex projects that are implemented over time. Usually applied to large or complex sites by both the private and public sectors in order to set design, management and delivery parameters.

How it's done:

Often produced with reference to an <u>urban design strategy</u>, it is a 'higher-level' document than either a <u>masterplan</u>, <u>design guide</u> or <u>design brief</u>. It is used to coordinate these detailed site-specific initiatives and usually covers the means of implementation and governance (in the case of a public project) as well as setting general design direction. Because it can address economic and activity criteria, management and project delivery as well as design, it is sometimes called a 'development brief'.

Examples

- Wellington City Council 2001. *Wellington Waterfront Framework*: http://www.wellington.govt.nz/plans/policies/waterfront/pdfs/framework.pdf. This framework provides an overarching vision supported by values, principles and objectives that reinforce these themes.

- Auckland City Council 2003. *Newmarket Future*: http://www.aucklandcity.govt.nz/council/documents/newmarket/default.asp. This framework provides an integrated approach to dealing with the complex transport and land use issues facing Newmarket, as well as addressing community concerns.

- Tauranga City Council 2001. Tauranga Waterfront and CBD Urban Design Framework: http://council.tauranga.govt.nz/cm/waterfront/2004/StrategiceDevelopmentFramework.pdf. Sets a broad vision to shape the development on the Tauranga waterfront and central business district with objectives, a set of key elements and a rational for an urban design structure plan. It also identifies possible development projects and their critical relationship in a planned and coordinated way.

Urban Design Strategy
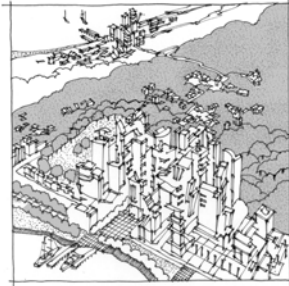
What it is:

A written policy document that describes in words and images a vision for developing a neighbourhood, town or city.

What it's useful for:

Used to direct the physical development of a neighbourhood, city or town where an overarching vision is required to direct and coordinate different design initiatives.

How it's done:

The focus is on general configuration and design direction, design qualities or principles and their means of implementation. An urban design strategy is based on an appraisal of the physical context, is informed by community and stakeholder participation, and provides a long-term and high-level comprehensive vision that is the basis for shaping policies and implementing design initiatives. An urban design strategy may apply at a range of levels: to an entire city or settlement; to a part (for example, a central area design strategy); or to one aspect (for example, a streetscape or lighting strategy) of either all or part of a town or city. An urban design strategy may be implemented through a range of mechanisms including urban design frameworks for parts of a town or city, district plan policies and rules, design guides, and open space development projects and capital works through long-term council community plans.

References

- Ministry for the Environment 2002. *People+Places+Spaces: A design guide for urban New Zealand*: http://www.mfe.govt.nz/publications/rma/people-places-spaces-mar02/index.html. Pages 24–25 provide information on the process of preparing an urban design strategy.

- Ministry for the Environment 2002. *Creating great places to Live+Work+Play: Livable urban environments: processes, strategy, action*: http://www.mfe.govt.nz/publications/rma/live-work-play-jun02/live-work-play-jun02.html. Provides information on community consultation when designing a strategy.

Examples

- Smart Growth 2004. *50 Year Strategy and Implementation Plan:* http://www.ryeny.gov/planning/Reports/Street%20Report%20Final.pdf . This strategy is for the Western Bay of Plenty Sub Region, an area facing considerable long-term growth pressure. The document of 213 pages sets out the strategy overview, vision, context and implementation methods. More information on the Bay of Plenty Smart Growth can be found on the Smart Growth Bay of Plenty website http://smartgrowthbop.org.nz/.

- Wellington City Council. *Urban Design Strategy*: http://www.wellington.govt.nz/plans/policies/urbandesign/. Developed in 1994 in A3 format with illustrations, this word-based document sets out a 2020 vision for Wellington.

- Auckland City Council. *Urban Design Strategy*: http://www.aucklandcity.govt.nz/council/documents/urbandesignstrategy/background.asp Has been developed on the Council's principles for the city's future, articulated in the 2003 growth strategy: http://www.aucklandcity.govt.nz/council/documents/growthstrategy/default.asp. The purpose is to work towards the Council's goal to "enhance the quality of the built environment with forward-looking urban design" (from Auckland City's July 2002 strategic plan, *Focus on the Future*: http://www.aucklandcity.govt.nz/council/documents/focus/2003/default.asp.

- Hastings District Council. *Hastings Urban Design Strategy Study*: http://www.hastingsdc.govt.nz/policiesandplans/huds/. Aimed at identifying urban development options and areas in the Hastings district to satisfy demand for new housing for the next 25 years.

Section 5 Implementation Tools

Establishing Processes and Organising People and Resources

Implementation tools offer different mechanisms for the delivery of quality urban design outcomes, and are used by a range of professionals to manage, motivate and organise urban design projects. While disparate, the implementation tools focus on the means of building quality urban design projects. Implementation can therefore be considered through all stages of an urban design project.

A number of the tools focus on discussing and resolving design issues before the construction of a project. Implementation tools can help clear roadblocks in the design process, provide collaborative management structures, and develop creative design solutions.

This section describes:
- Business Improvement District
     Town improvement zone
     Main street programme
- Design Advisory Group
- Design Assessment
- Design Competition
     Open design competition/ideas competition
     Limited design competition
     Two-stage design competition
- Design Review
     Urban design panel
- Incentive Zoning
     Transferable development rights
- Life-Cycle Cost Analysis
- Multi-Architect Project Design
     Multi-designer project team
- Pre-Application Meeting
- Project Control Group
     Project steering group
- Public–Private Partnership
     Public investment
     Financial incentives
- Regional Forum
- Seed Funding
     Community projects fund
     Gap funding
- Special Activity Area
     Urban priority area
     Enterprise zone
- Town Centre Programme
     Main street programme
- Urban Development Corporation

Business Improvement District

What it is:

A defined area in a city or town where a partnership between public and private interests plans and manages events, marketing and the public environment in order to enhance local business. A 'business improvement district' or BID can be used to collect a special differential rating that is applied to specific projects within the zone.

What it's useful for:

Any town, city centre or main street that has private and public interests willing to support joint management and regeneration projects.

How it's done:

Support must be gained from both the local government and private business owners to form the zone. If a differential rate is set, agreement must be gained as to what projects or actions the money is to fund. This is the US equivalent of the UK 'town improvement zone'. A business improvement district can provide funding for a <u>town centre programme</u> and 'main street programme'. The development of a <u>precinct plan</u> or <u>streetscape plan</u> sets the development policies and guidelines for a business improvement district.

References

- Manukau City Council. *Business Improvement Districts Policy:* http://www.manukau.govt.nz/documents/BIDsPolicyJune05.pdf. Sets out an operational policy to assist those responsible for establishing and running business improvement districts in Manukau City.

- Auckland City Council. Main Street Programme: http://www.aucklandcity.govt.nz/council/documents/mainstreet/section3-0.asp. Provides information on the approach of Auckland City to main street programmes.

Design Advisory Group

What it is:

A group made up of design experts and/or informed decision makers, brought together to provide high-level design strategy advice and direction. This type of group generally provides strategy and policy advice, in contrast to an <u>urban design panel</u> that offers <u>design assessment</u> and project-based critique.

What it's useful for:

Useful where inclusiveness, wide ownership, and local and expert knowledge are required to direct and lend authority to advice on an important urban design issue.

How it's done:

Members of a design advisory group are usually selected for their experience and authority as practitioners in their disciplines.

Examples

- Auckland City Council 2005 Auckland Mayoral Task Force: http://www.aucklandcity.govt.nz/council/documents/urbandesign/default.asp.

- Ministry for the Environment 2005. New Zealand Urban Design Protocol, Urban Design Advisory Group: http://www.mfe.govt.nz/publications/urban/design-protocol-mar05/html/page1.html.

Design Assessment

What it is:

An assessment prepared by the designer on the rationale behind a design proposal for a project.

What it's useful for:

Explaining how the project meets the <u>design brief</u>, <u>design guides</u> or other urban design criteria. Design assessment is essential in projects that involve a <u>design review</u> process. A design assessment is also helpful any time a project proposal is presented to an audience to help explain and clarify a particular design approach.

How it's done:

The designer should write the assessment outlining how the design meets the design brief, guidelines or other criteria. When it is part of a resource consent application, a design assessment requires the designer to explain their design approach. This ensures the designer has considered all aspects of the design guidelines that may be evaluated under a design review.

Design Competition

What it is:

A process for selecting a design solution for a site or project where a variety of design proposals are submitted and judged according to a <u>design brief</u> provided by the competition organisers.

What it's useful for:

Generating a number of creative design solutions from a wide range of designers. Often used as a way to select designers for large public-interest projects. Competitions can also be a useful means of community education and participation, depending on the type of competition.

How it's done:

Entries are invited to respond to a competition brief that includes assessment criteria, and the process of evaluation. The evaluation is normally undertaken by an urban design panel. A robust, fair and open process is required so that the competition avoids controversy and/or stagnation.

Typical variants are:

- An 'open design competition' – open to all members of various design professions and/or the community. It is usually used to generate ideas and to stimulate interest, in which case it may be an 'ideas competition'. Concepts are usually then incorporated into a brief for design development or the next stage of a multi-stage competition. Typically, entrants are not paid.

- A 'limited design competition' – open to a small number of participants, generally three to five people, who are invited on the basis of their creative ability and, in the situation where the competition winner will go on to deliver the project, their professional capability to deliver the entire project brief. Participants may be invited to compete in limited design competitions for public projects following review of credentials submitted in response to advertisements for registrations of interest. Typically, participants are paid a flat fee.

- A 'two-stage design competition' – has an initial 'ideas' stage to select a short-list of participants for a second stage that will produce a defined design proposal. Teams undertaking the second stage of such a project are usually required to have the capability both to design and deliver the final product. Participants are typically paid a flat fee if selected for the second stage.

References

- New Zealand Institute of Architects. *Guidelines for the Organisation of Architectural Design Competitions*: http://www.nzia.co.nz/.

- New Zealand Institute of Landscape Architects. *Guidelines for Landscape Design Competitions*: http://www.nzila.co.nz/.

Examples

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page7.html. Britomart – Auckland, pp 26–31. Auckland City Council embarked on a two-stage design competition to make the best use of the Britomart site.

- Devonport Design Competition: http://www.northshorecity.govt.nz/. Provides information on the design competition for ideas and linkages for Devonport's Bartley Square, Victoria Road and Marine Square.

Design Review

What it is:

A formal assessment of the merits of project design proposals by an expert or an 'urban design panel' of experts.

What it's useful for:

Used where there is a requirement to ensure implementation of high-quality design. Generally, design review is applied to types of development that are considered significant because of their potential effects on the public environment resulting from their size, frequency, intended activity, location, or a history of poor development. Private sector developers use design review where a high quality of design is required for buildings on individual lots in a subdivision, especially when there is a 'covenant' on the land. Design review is particularly effective when it

is initiated early enough in a project to allow the developers and designers to modify their design approach easily.

How it's done:

Design review should be guided by <u>design guides</u> to ensure a consistency of approach by the developer and the surrounding community. Design review may be carried out by a single person who is skilled and experienced in design, with peer review, or by an 'urban design panel'. This panel should comprise a range of independent and experienced design experts with the support of in-house design expertise.

References/Examples

- Information on the Auckland City Urban Design Panel: http://www.aucklandcity.govt.nz/council/services/panel/default.asp.

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page4.html. Auckland University of Technology, pp 7–12, demonstrates a coordinated approach to urban design between AUT, JASMAX and Opus with the Auckland City Council's Urban Design Panel.

- Napier City Council. 2000. The Ahuriri area. *Developers – West Quay Guide*: http://www.ahuriri.co.nz/fr_developers.htm. West Quay Design Team established, comprising expertise in planning, architecture, landscape architecture, art and engineering, together with experience in dealing with historical and cultural issues. The design team's role was two-fold in assisting the council with the streetscape design for West Quay and responding to resource consent applications with appropriate pre-consent advice to potential developers.

- CABE 2002. *Design Review*: http://www.cabe.org.uk/default.aspx?contentitemid=486. A document describing the design review process established by CABE.

- CABE Design Review publications: http://www.cabe.org.uk/Publications.aspx (select 'Design Review' from the 'By subject' drop-down menu) on urban housing, town centre retail and masterplans.

- Wellington City Council Technical Advisory Group for the Wellington Waterfront: http://www.wellingtonwaterfront.co.nz/about_us/governance/.

- Queenstown Lakes District Council 2004. *Urban Design Panels for the Queenstown Lakes District*: http://www.qldc.govt.nz/.

Incentive Zoning

What it is:

A zoning mechanism that increases the permitted development rights for a particular site in exchange for the development providing a designated community benefit, for example, public open space, walkways, artwork or protection of a heritage building.

What it's useful for:

In high-value development areas where there is a need for public facilities or benefit, but where these cannot be achieved without compensation to landowners and developers.

How it's done:

Incentive zoning takes the form of increased development rights, usually measured as increased plot ratio, in exchange for a benefit, such as public plazas or access through a site, a high-quality public space on the site, or the retention and conservation of a place of historic or heritage value. Incentive zoning may also involve transfer of development rights between sites.

'Transferable development rights' are a form of incentive zoning where the developer can purchase the rights to an undeveloped piece of property in exchange for the right to increase the development proposal on their site.

In every incentive zoning situation, precise assessment criteria are required to ensure the public good delivered actually benefits the public.

Example

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page18.html. Vero Building – Auckland, pp 90–94. An important part of the design process was driven by the 'bonus' provision of the district plan for public open space and public art. The Vero Building contains a number of bonus elements, including a public plaza and works of art.

Life-cycle Cost Analysis

What it is:

The calculation of expected future operating, maintenance and replacement costs of a development to assist in providing a realistic design and budget estimate. The analysis can be used to evaluate the cost of a full range of projects, from a complex site through to a specific building system component.

What it's useful for:

Encouraging sustainable development and where a developer is required to take a long-term interest in a project or initiative. Important in evaluating alternative design ideas at a conceptual stage of a project. Can be implemented at any level of the design process and is an effective tool for the evaluation of existing project upgrades.

How it's done:

Life-cycle cost analysis considers both the initial cost of development and construction, and the cost of maintaining the development over its life. A standard process involves defining the scope of the project, detailing the cost model to be used, collecting historical data/cost relationships and data, defining a project schedule, developing a cost estimate and analysing the results.

Multi-architect Project Design

What it is:

An approach to the design of large development projects where a number of architects or designers independently complete the design of separate buildings.

What it's useful for:

Useful where visual diversity and 'fine grain' (small building footprints and blocks with a mixture of uses and an interconnected street network) are important, particularly on very large

projects where the site comprises a number of independent buildings, lots or blocks that are to be developed separately.

How it's done:

The design for each building is usually carried out in accordance with a <u>design brief</u> or <u>masterplan</u>, which ensures coordination between adjacent sites. Designers may be selected to design particular buildings within the overall development, for example, a library or retail complex, or to focus on particular types of buildings, for example, medium-density housing. The success of multi-architect project designs is often dependent on the quality and clarity of the <u>design brief</u>. The brief needs to provide enough guidance to ensure coherence within the development, and enough flexibility in its interpretation to ensure that the result is sufficiently diverse and avoids negating the purpose of having more than one design team.

This process is distinct from 'multi-designer project teams' where a number of designers combine in a single team.

References

- Sebastian, Rizal 2003. Multi-architect design Collaboration on Integrated Urban Complex Development in the Netherlands, *Journal of Design Research* 3(1): http://www.inderscience.com/search/index.php?action=backRecord&rec_id=17&prevQuery=&ps=10&m=or.

Pre-application Meeting

What it is:

A meeting held between the project designer and council officers to discuss design issues before lodging a land use or subdivision resource consent application.

What it's useful for:

Ensuring all major design issues have been identified and addressed before any resource consent application that will be subject to <u>design review</u>. Applicants and local authorities benefit from gaining a better understanding of the design issues before significant cost and time has been incurred by both parties. Local authorities benefit from receiving improved applications that have a higher degree of resolution of design issues before beginning the formal consent process.

How it's done:

A meeting is organised between the applicant and the local authority at a stage in the design process where the majority of the design issues can be discussed. The local authority should provide the full range of professional advice at the meeting so all design issues can be canvassed with all officers present. This ensures that all design issues are resolved together rather than in a

piecemeal fashion with one design issue being resolved to the detriment of another. In addition, applicants need to be willing to change the design in response to constructive urban design comments.

References

- Ministry for the Environment Quality Planning Website 2005. *Best Practice Resources*: http://www.qualityplanning.org.nz/consents/pre-app.php. Provides guidance on pre-application meetings, plus forms and checklists, relevant publications and current changes in practice.

- Auckland City Council. Urban Design Panel: http://www.aucklandcity.govt.nz/council/ services/panel/default.asp. Provides an independent urban design panel peer review within Auckland's central area or isthmus.

- Waitakere City Council 2005. *Pre-application Discussion*: http://www.waitakere.govt.nz/ CnlSer/pl/subdivapp/preappdisc.asp. Provides information on the pre-application discussion.

Example

- Ministry for the Environment 2005. *Urban Design Case Studies: New Zealand Urban Design Protocol*: http://www.mfe.govt.nz/publications/urban/urban-design-case-studies-mar05/html/page16.html. Northwood Residential Area – Christchurch, pp 77–83. This five-year design process included extensive pre-application discussions between the land developer, consultants and local authority staff.

Project Control Group

What it is:

A group comprising representatives from all project participants, responsible for controlling and directing project delivery.

What it's useful for:

A standard management technique used in both public and private sector projects. Project control groups provide direction to the designers, plan and monitor progress and make design decisions.

How it's done:

A project control group includes client representatives, project management specialists, designers and cost management professionals. The group will meet regularly to plan, give direction and monitor progress. The type of project control group that focuses on overall direction, as opposed to the details of project delivery, is known as a 'project steering group'.

Public–Private Partnership

What it is:

A formal collaboration between public and private sector interests to ensure delivery of a project where there is a clear public benefit or need for regeneration in an area.

What it's useful for:

Producing a mutually beneficial result that neither the public or private sector could achieve alone.

How it's done:

A public–private partnership may include assistance with funding, communication of information and advice, and coordinated management and planning. Main street programmes and town centre programmes are examples of public–private partnerships. 'Public investment' in this type of partnership may include purchase or development of strategic assets or purchase of key sites to facilitate a specific type or scale of development. There may also be direct 'financial incentives' of grants, rates relief, waivers of development contributions and fees, land cost-write-downs, construction of project infrastructure, low-interest loans or loan guarantees.

Examples

- The US National Council for Public-Private Partnerships: http://www.ncppp.org/. Advocates and facilitates the formation of public–private partnerships in the United States. This website has links to resources, case studies, publications and membership information.

- The Canadian Council for Public-Private Partnerships: http://www.pppcouncil.ca/index.asp. Fosters innovative forms of cooperation between the public sector and private sector. This website has links to project information within the transport, hospital and healthcare, and water and wastewater sectors.

- Partnerships UK: http://www.partnershipsuk.org.uk. Supports and accelerates the delivery of infrastructure renewal, high-quality public services and efficient use of public assets through the public and private sectors. For example, the Partnerships for Health is a joint venture between the local Primary Care Trusts and a private sector partner, which is a new programme of investment in primary and community healthcare facilities.

- Partnerships UK Project Database: http://www.partnershipsuk.org.uk/projectsdatabase/projects-database.asp. Can be used to search for public–private partnerships projects within the United Kingdom. It includes urban regeneration, transport, environmental and health services projects.

- 4ps Local Government Project Delivery Specialist: http://www.4ps.co.uk/. 4ps works in partnership with all local authorities in the United Kingdom to secure funding and enhance the development and implementation of public–private partnerships.

- United Nations Development Programme (UNDP): http://pppue.undp.org/. Public–private partnerships for the urban environment. This programme aims to alleviate poverty

through public–private partnerships in poor cities throughout the developing world by promoting inclusive partnerships between local government, business and communities.

- Public-Private Partnerships for the Urban Environment (PPPUE): http://www.yale.edu/hixon/programs/pppue.html. This Yale/UNDP programme is a global, collaborative learning effort to collect, analyse and disseminate lessons learned on the use of public–private partnerships to improve the delivery of urban environmental services in developing countries.

Regional Forum

What it is:

A forum of local and central government and private sector decision-makers that is convened to coordinate planning and infrastructure initiatives across local authority boundaries.

What it's useful for:

Assisting and informing common local initiatives (such as growth, regeneration, transportation and infrastructure strategies) that rely on a coordinated and consistent approach across a region to succeed. Regional forums can identify, resolve and coordinate long term growth or regeneration strategies across a region.

How it's done:

Involves setting up an informal or formal triennial agreement between local authorities in a region on how they will work together. This is normally done in the six months after a local authority election.

Examples

- Auckland Regional Growth Forum and Strategy: http://www.arc.govt.nz/.
- Smart Growth Strategy Western Bay of Plenty: http://www.smartgrowthbop.org.nz/.

Seed Funding

What it is:

Funding made available to help start community-initiated projects designed to benefit local communities.

What it's useful for:

Used where there is community interest and public benefit in completing a project, but where the project is unlikely to proceed without some financial support to get it started.

How it's done:

Seed funding is typically distributed as a grant following competitive application. Often directed at providing sufficient funding to make marginal public benefit projects viable, and to enable community groups to employ professionals to help start a project or to carry out specialist responsibilities. Grants from such a fund act as a catalyst to community groups or the private sector, who then commit their own resources to complete the project. Often administered as a 'community projects fund'. It may also be known as 'gap funding'.

References/examples

- Wellington City Council Heritage Fund: http://www.wellington.govt.nz/. Supports initiatives to strengthen heritage buildings.

- Ministry for the Environment Sustainable Management Fund: http://www.smf.govt.nz/.

Special Activity Area

What it is:

A zone in, or part of, a town or city, selected on the basis of need and consistency with the wider strategic intentions of the town or city, where special public sector incentives or controls are established to encourage targeted activity types.

What it's useful for:

Encouraging activity in areas that require private sector investment, development or regeneration. Particularly suitable for a special activity area of strategic benefit to the town or city. Can be worthwhile in areas that might not otherwise be developed in a way that is beneficial to the town or city.

How it's done:

Special activity areas are selected on the basis of need and consistency, with consideration given to the wider strategic intentions of a town or city. Incentives are specified to the area and may be financial in nature, or involve fast-track planning procedures that are tailored to promote the targeted special activity. Special activity areas, designated for initiatives that target urban design, investment and development or regeneration, may also be known as 'urban priority areas'. Where the primary focus is on fostering economic activity, an area may be known as an 'enterprise zone'.

Town Centre Programme

What it is:

The planning and coordination by an authorised manager of a range of public and private initiatives that have impacts on a town or city centre.

What it's useful for:

Any town or city centre that requires management and improvement for ongoing viability, and with a constituency that is willing to actively support this. Used to coordinate change and maximise the benefit of initiatives within a town or city centre.

How it's done:

A town centre programme uses a four-point management approach that involves key stakeholders of the local authority or economic development agencies, businesses, building owners and local community. The four-point approach is based on: organisation and management, physical enhancement, economic development and marketing and promotion.

A 'main street programme' is a similar management process, based on a traditional shopping street or small town centre. The process is instigated with a stakeholder board or committee, usually assisted and coordinated by a main street manager.

References/examples

- Town Centres Association of New Zealand: http://www.towncentre.org.nz/. New Zealand's national body that provides town and city centres throughout New Zealand with programmes and resource material.

- Association of Town Centre Management: http://www.atcm.org/. United Kingdom website with a network of interests and skills in town and city centres of over 10,000 leading businesses, government agencies and professions.

Urban Development Corporation

What it is:

A quasi-governmental authority established to develop designated areas within towns or cities.

What it's useful for:

In situations where conflict of interest is likely if local or central government were to be directly responsible for development.

How it's done:

Specific powers can be designated to facilitate the work of an urban development corporation. Powers given to an urban development corporation can include the acquisition of land by agreement or compulsory purchase, and to allow vesting of public land for supply for development. Overseas corporations have also taken on planning and plan-making powers, with the resources, to provide new (or to refurbish the existing) infrastructure.

Examples

- VicUrban: http://www.vicurban.com/. Based in the State of Victoria, Australia, and is one of the land developers and facilitators of urban development in the state. It has an excellent track record in quality urban design, for example, the Melbourne docklands has attracted international interest for its modern architecture and design.

- LandcomL http://www.landcom.nsw.gov.au/. Is a leader in innovative urban design and has developed residential, commercial and industrial properties for about 30 years in New South Wales, Australia. An example is Park Central, which is Campbeltown's first masterplanned, medium-density estate, strategically located adjacent to a regional shopping centre.

- Sydney Harbour Foreshore Authority: http://www.shfa.gov.au/. Is one of the biggest landholders in Sydney, Australia. It is responsible for Sydney's most historically and culturally significant waterfront locations, for example, Ballast Point will be the largest green addition to Sydney's harbour in a century. It will feature a range of open spaces and provide increased public access to and from the water.

- English Partnerships: http://www.englishpartnerships.co.uk/. Is the national regeneration agency helping the government to support high-quality sustainable growth in the United Kingdom. It sets benchmarks for high-quality urban design, construction and environmental sustainability and acts as a catalyst for development. English Partnerships operates, or is a participant in, a number of programmes and initiatives, for example, town centre regeneration, urban development corporations and urban regeneration companies.

- Catalyst Corby: http://www.catalyst-corby.co.uk/. Is the urban regeneration company for Corby in Northamptonshire. Its aim is to "transform Corby into a vibrant, successful and sustainable community, providing homes, jobs and a good quality of life for a growing population". Central projects include: creating high-quality public space, leisure and

education facilities, town centre living, transformation of the shopping centre, creation of high-quality office accommodation.

- London Docklands Development Corporation (LDDC): http://www.lddc-history.org.uk/. History of the regeneration work by the LDDC across the London Docklands area from 1981 to 1998.

Appendix 1 Further Information

Many toolkit entries include references and examples. These are material or sources readily available in New Zealand or over the internet. A lot of these tools are described in books and other urban design publications that may be out of print or not readily available. An internet search based on the key words will generally identify further information and case study examples.

Useful websites that have information on a range of urban design tools include:

- **Ministry for the Environment:** http://www.mfe.govt.nz/. On our website you can find out about urban issues and up-to-date news on the Urban Design Protocol and the Urban Affairs Portfolio, plus copies of our publications.

- **Quality Planning:** http://www.qualityplanning.org.nz/. This website promotes best practice in the development of plans under New Zealand's Resource Management Act 1991 (RMA). It provides guidance on best practice in developing regional and district plans under the RMA and resource consent processing. It also contains a database of RMA publications and articles, discussion forums and contact details for councils and practitioners throughout New Zealand.

- **Commission for Architecture and the Built Environment (CABE)**, United Kingdom: http://www.cabe.org.uk/. This is a comprehensive website outlining CABE's aims, activities and publications. The site aims at well-designed homes, streets, parks, work places, schools and hospitals as a fundamental right of everyone.

- **Smart Growth**, United States: http://www.smartgrowth.org/. This website is a subset of http://www.sustainable.org/, developed and maintained by the Sustainable Communities Network (SCN), and supported with funding from the US Environmental Protection Agency.

- **Creative Spaces**, United Kingdom: http://www.creativespaces.org.uk/. This is a toolkit of methods and stories from the Architecture Foundation Roadshow (1998 and 2000), which brought together residents and designers to think creatively about the future of local sites.

- **The Glass-House**, United Kingdom: http://www.theglasshouse.org.uk/. The Glass-House is a UK design service offering design courses, advice and support to tenants, residents and professionals working in neighbourhoods undergoing change and renewal. The Glass-House is jointly managed by The Architecture Foundation: http://www.architecturefoundation.org.uk/ and Trafford Hall: http://traffordhall.com/, home of the National Tenants Resource Centre in the United Kingdom.

- **Community Tool Box**, United States National Park Service (Northeast Region Philadelphia Office): http://www.nps.gov/phso/rtcatoolbox/. This toolbox describes new ways to help communities work together to improve their special places. The toolbox provides a checklist and description of community participation and collecting information tools. These tools are equally valid and useful in the urban environment.

- **Resource for Urban Design Education (RUDI)**, United Kingdom: http://www.rudi.net/. Based at Oxford Brookes University, Oxford. Commissions, researches and creates materials, and also re-publishes significant documents contributed by professional and government bodies, practitioners, academics and community organisations.

- **The Community Planning Website**, United Kingdom: http://www.communityplanning.net/. This website provides best practice information to

residents, local government and professionals involved in community planning. The content of this site is taken largely from the 'Community Planning Handbook' published by Earthscan in 1990.

- **Planning Contributions Kitbag**, United Kingdom: http://www.sportengland.org/index/get_resources/resource_ps/kitbag_front_page.htm. Sport England web pages provide local authorities with practical help and information to assist in securing improved sport and recreation facilities. The kitbag is a one-stop, on-line resource for local authorities, giving helpful summaries of recent good practice, practical tools for measurement of sporting needs and real-life examples of what can be achieved.

Feedback

The Urban Design Toolkit is a living, web-based resource and we encourage your comments on it. This includes feedback on additional references and examples, or debate on the tools themselves. Additional examples could be in the form of a new urban design case study, a link to an appropriate website, research or written publication. So please contact us using the feedback form on our website: http://www.mfe.govt.nz/publications/urban/urban-toolkit-feb06/ or by email urban.design@mfe.govt.nz or phone (04) 439 7564.

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