



# Rules of your build

- 1 Prior to development commencing, you must apply to the Local Planning Authority for a determination as to whether your design complies with the site Masterplan and Design Code. Forms are available from the Local Planning Authority and must be accompanied by a plan showing the site and details of the proposed development. The Local Planning Authority has 28 days to respond.
- 2 The dwelling house must be built within the 'build zone' and must not exceed the max. permissible Gross Internal Area (GIA) stated above for construction above ground. The footprint of the dwelling house does not need to fill the entire 'build zone' & can be positioned anywhere within it. See below for GIA definition.
- 3 No temporary buildings or caravans are allowed on your plot. Prior to Completion, you shall not occupy the dwelling house for residential purposes or allow the dwelling house to be occupied for residential purposes.
- 4 No works or storage of materials may be undertaken outside the curtilage of your plot without permission from the relevant approving authority either GHVDC, Highways authority or the District Council, as applicable.
- 5 All the rear walls of your building must be positioned within the hatched area of the build zone. All walls (side and rear) within the single storey zone (if shown, does not apply to all plots) of the build zone must be single storey with a ridge height of no more than 4m. Should either neighbouring plot have received either confirmation of compliance or planning permission, then any part of the dwelling house that would; i) have more than a single storey; and ii) be within 2m of the boundary with a neighbouring house with confirmation of compliance or planning permission; then that must not extend beyond the rear wall of the neighbouring house by more than 3m.
- 6 This plot is for one detached unit with the maximum no. of bedrooms stated on page 1 of your passport. The merging & subdivision of this plot is not permitted.
- 7 Prior to development the Plot Purchaser (as client) must appoint a Principal Designer as required under the 2015 Construction Design and Management regulations.
- 8 Any upper-floor window that is on a side elevation and less than 1.7m above the floor and faces onto a neighbouring house must be:-  
(i) obscure-glazed (ii) non-opening
- 9 In so far as practicable, any hard surface to be provided on land between a wall forming the principal elevation of the dwelling house and the highway must either be made of porous materials, or provision made to direct run-off water from the hard surface to a permeable or porous area or surface within the curtilage of the dwelling house.
- 10 Unit Completion must take place within 24 months of the Completion of Sales Contract. See below for Unit Completion definition.
- 11 Your home must be no more than the maximum building height stated on page 1 of your passport. This equates to approximately 2 - 2.5 storeys. The maximum building height means the height of the dwelling house when measured from the approved ground level of the plot immediately adjacent to the dwelling house, to the top of the highest part of the roof excluding any external chimneys, flues, soil or vent pipes or other structures for renewable energy generation.
- 12 The height of any external chimney, flue, soil or vent pipe, or other structure for renewable energy generation, must not exceed the highest part of the roof of the dwelling house by 1 metre or more.
- 13 A minimum of 2 secure cycle spaces/units must be provided.
- 14 Storage for 3 no. 240 litre wheelie bins (59w x 107h x 74d (cm)) for recycling, garden and residual waste should also be shown and must not be visible from road. Refuse stores must not be forward of any elevation that faces onto the public realm.
- 15 2 car parking spaces (vehicle bays) must be provided on the plot and be a minimum of 2.5m x 5.5m in size. The position of parking bays is to your discretion. However, the position of vehicular access is fixed and must be located as shown on the Plot Plan overleaf. The minimum internal dimensions for a single car garage is 3.0m x 6.0m.
- 16 Terraces, balconies and raised platforms above ground level are not permitted where they would extend beyond any wall forming a side elevation or any wall forming a rear elevation of the dwelling house.
- 17 The T bars shown on the Plot Plan indicate the boundaries to your plot for which you have the responsibility to maintain.

- 18 The principal elevation of the dwelling house must front a highway.
- 19 Side elevations and boundary treatments are not applicable as they are not facing onto the public realm.
- 20 Front boundaries to be maximum 0.9m high. Front boundary means any boundary which is or would be forward of the principal elevation of your home. Side/rear boundaries to public areas to be maximum 1.8m high. The use of close-board/lap timber fencing along any public facing boundary is not permitted. Side/rear boundaries to private areas to be maximum 1.8m high. Any material/colour permitted.
- 21 There is no restriction on the facade and roof materials of your home.

## Performance and Sustainability Requirement:

|                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Thermal element U-values; at least:</b>                                     | Walls: U = 0.15 W/m <sup>2</sup> K, Ground Floor: U = 0.15 W/m <sup>2</sup> K, Roofs: U = 0.15 W/m <sup>2</sup> K                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Thermal bridges; meet one of the following standards:</b>                   | (i) Use Accredited Construction Details, provided by the Government's planning portal website. An overview can be downloaded from <a href="http://www.planningportal.gov.uk/buildingregulations/approveddocuments/part1/bcassociateddocuments9/acd">www.planningportal.gov.uk/buildingregulations/approveddocuments/part1/bcassociateddocuments9/acd</a><br><br>(ii) Achieve the Association of Environmentally Conscious Builders (AECB) Gold or Silver Standard details as a minimum to achieve $\gamma = 0.08$ W/m <sup>2</sup> K.<br><br>(iii) Improve on the Accredited Construction Details to achieve a maximum $\gamma = 0.08$ W/m <sup>2</sup> K. |
| <b>Window U-values and g-values (Glazing &amp; Frames combined); at least:</b> | U = 1.4 W/m <sup>2</sup> K<br><br>Range for solar gain factor (g-value):<br>g = 0.50 - 0.70                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Air Leakage rate</b>                                                        | 3m <sup>3</sup> /hr/m <sup>2</sup> @ 50 Pa test pressure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Mechanical ventilation with heat recovery where specified:</b>              | Electrical efficiency $\leq 1.5$ W/l.s<br><br>Heat recovery efficiency $\geq 70\%$                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Overheating risk</b>                                                        | Consider design strategies that minimise the risk of summertime overheating risk. As a minimum comply with Building Regulations Part L Standards Assessment Procedure (SAP) Appendix P, or equivalent assessment method to achieve 'low' or 'medium' risk of overheating.                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Electrical lighting</b>                                                     | Minimum 75% of fixed lighting to be low energy (such as compact fluorescents or LEDs)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

## Definitions

### Home

Home refers to a dwelling house or building which does not include a building containing 1 or more flats or a flat contained in such a building.

### Gross Internal Area (GIA)

The Gross Internal Area means the total enclosed internal floor area of your home measured within the external walls taking each floor into account and excluding the thickness of the external walls. The GIA of your home also includes integral and detached garages and conservatories.

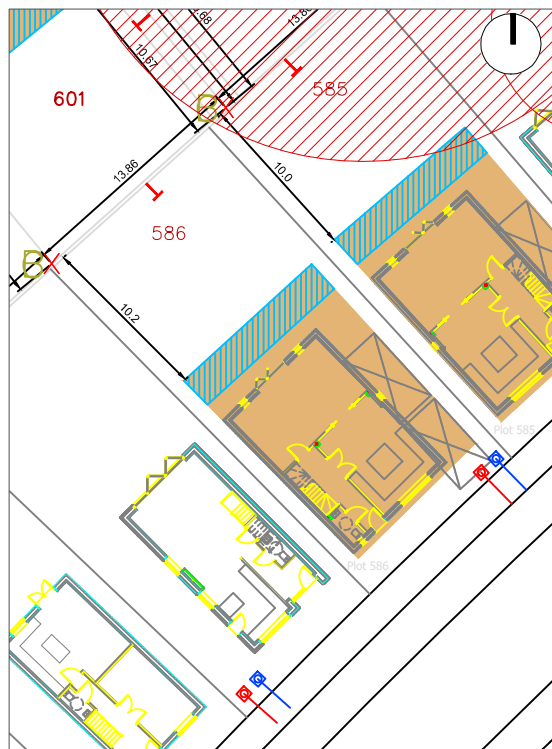
### Principal Elevation

Is the elevation of the dwellinghouse that is being erected or constructed, which fronts the main highway serving the house or your front wall.

### Completion

Unit Completion shall be deemed to be achieved on the date of the earliest of the following being issued in respect of your home; i) the date of completion notice for Council Tax purpose in accordance with schedule 4a of the Local Government Finance Act 1988 and section 17 of the Local Government Act 1992 or ii) the date of the building regulations completion certificate in accordance with section 17 of building regulations or if earlier the date on which any latent defects insurer issues the policy cover note in respect of the building works.

**Note:** In the process of designing your home, you should consider having sufficient width from your dwelling to your plot boundary to accommodate items such as construction access and scaffolding etc, as consent to access neighbouring land from an adjoining owner may not be granted.



## 'Golden Brick'

- 5 The term 'Golden Brick' refers to the condition in which the individual plots at Graven Hill will be transferred to self-builder purchasers on completion of the sales contract. The Company will provide a lump sum price for the construction of the foundation, substructure and drainage works forming part of the 'Golden Brick' based on the self-builder purchaser's specification, layout and design for their dwelling. This, along with the plot land price, becomes the total purchase price due at completion. Once the purchase price is agreed, exchange of contracts can take place at which point the self-builder purchaser pays a 10% deposit of the total purchase price due.
- 6 The 'Golden Brick' comprises the foundations (which will be piled foundations, mass concrete trench fill, or other appropriate and approved foundation solution/s, for example, a basement), the substructure, drainage and ground floor slab, constructed to accommodate the self-builder purchaser's dwelling specification, layout and design. Drainage, both foul and surface water, will be extended by the Company from the disconnection / demarcation manholes, located just inside the plot boundary, to termination points through the slab and to suit rainwater pipes, again all to self-builder purchaser's required layout and design.
- 7 For the avoidance of doubt the 'Golden Brick' does not include the design or construction of any thermal insulation or any other work, unless specifically included as part of the substructure, foundation and drainage design. Where not specifically included these other items will be the responsibility of the self-builder purchaser.

### 8 Condition at Handover:

- **Finished Plot Levels:** The plot levels shown on the "Main features" page of the Plot Passport, generally given in the corners of the plot, are proposed finished plot levels to tie in with roads, pavements and adjacent plots. These levels are approximately 150mm higher than the surface soil levels at handover, to allow for final surfacing as chosen by the self-builder purchaser as part of their Build Works.
- **Surface Soil:** Depending on the location of the plot, the surface soil may be one or more of the following:
  - **Cut:** In areas of excavation, cut, where the original ground levels have been lowered, the surface soil shall most likely be the underlying local Oxford Clay or material as described below under "Piled".
  - **Fill:** In areas of fill, where the original ground levels have been raised, the surface soil could be locally won Oxford Clay excavated from elsewhere on the Site, placed and compacted in layers by the infrastructure contractor, or imported either granular material (typically sandy or silty soils, Classes 1A or 1B) or imported cohesive (typically clayey soils, Classes 2A, 2B or 2C) placed and compacted in layers by the infrastructure contractor, or material as described below under "Piled".
- **Technical Definitions:** Under the infrastructure contract the contractor can use any of the following materials as defined in the "Specification for Highway Works", published by the Stationery Office (formerly HMSO) as Volume 1 of the Manual of Contract Documents for Highway Works":
  - Class 1A Well graded granular material
  - Class 1B Uniformly graded granular material
  - Class 2A Wet cohesive material
  - Class 2B Dry cohesive material
  - Class 2C Stony cohesive material
- **Piled:** Where piled foundations are required, a "piling mat" is required for health and safety reasons to ensure the stability of the piling rig. Piling mats are typically constructed of coarse granular material. The piling mat material may therefore be the material on part of the plot surface at handover. Generally, the piling mat material will be beneath the building footprint, but some may be outside the building footprint either at the front, sides or back of the dwelling.
- It is unlikely that the surface soil on the plot at handover will be suitable as a sub-soil for planting or growing.
- It is assumed that different self-builder will have different requirements for the use and therefore quality of sub-soil at their plot in their front and back gardens. Some may want decking or patios, others gravel and pot plants, others mainly lawn, etc.

- **Topsoil:** If required as part of the Golden Brick, topsoil can be made available by the Company for the self-builder purchaser which will be left stockpiled within the rear garden area of the plot to be spread by the self-builder purchaser on their front or back garden, sufficient for up to a 150mm thickness. Topsoil will either be topsoil excavated from the original Graven Hill site and temporarily stockpiled on Site, Class 5A, or imported topsoil, Class 5B.
- If topsoil is required, the self-builder purchaser will need to advise the Company before the lump sum price for the 'Golden Brick' and the total purchase price due at completion is agreed. If required by the self-build purchaser, topsoil will be provided by the Company, and the cost incorporated into the purchase price.
- Topsoil excavated from the original Graven Hill site, Class 5A, shall only comply with the requirements of the Specification for Highway Works, it is not required by the infrastructure contract to comply with "BS 3882: British Standard specification for topsoil".
- Topsoil imported to the Site, Class 5B, is required by the infrastructure contract to comply with "BS 3882: British Standard specification for topsoil".
- **Technical Definitions:** Under the infrastructure contract the contractor can use any of the following materials as defined in the "Specification for Highway Works", published by the Stationery Office (formerly HMSO) as Volume 1 of the Manual of Contract Documents for Highway Works":
  - Class 5A Topsoil of turf existing on site
  - Class 5B Imported topsoil, shall be in accordance with BS 3882.

## Background Information

- 9 Beneath a surface layer of Made Ground following removal of old roads/buildings, etc, the natural underlying Oxford Clay Formation is typically described as:
- At some locations; initially soft, generally becoming firm and eventually stiff with depth, brown, mottled grey and orange-brown, slightly sandy CLAY with occasional and some gypsum crystals and shell fragments. Underlain by stiff grey CLAY with occasional gypsum crystals and shell fragments.
- 10 In such circumstances, it is generally recommended that foundations are founded below any Engineered Fill / Made Ground and soft clays and that a suspended foundation slab is provided due to the shrink / swell properties of the underlying Oxford Clay.
- 11 Generally, where the depth to a suitable founding stratum is greater than typically 2.0m, piled foundations typically become more cost effective.
- 12 **Ground Gas Monitoring:** Ground gas and ground water elevation monitoring standpipes were installed as part of the preliminary ground investigation.
- 13 Ground gas assessment has been undertaken in accordance with CIRIA guidance. Based on the monitoring results carried out during the Ground Investigation in 2015, the Site has been classified as "Characteristic Situation 1". Therefore, no ground gas protection measures are necessary.
- 14 **Expansive Clay:** The Oxford Clay is highly susceptible to shrink / heave with variations in moisture content and consequently, it is recommended that all foundations extend below the depth of volume change potential and incorporate heave protection measures in accordance with the guidance provided by the appointed latent defect insurers requirements.
- 15 **Concrete Class:** The required class, quality, of buried concrete will vary from location to location across the site. It is recommended that buried concrete is determined and designed in accordance with "BRE Special Digest 1:2005 Concrete in aggressive ground". Reference should be made to the Ground Investigation factual report. Concrete class could be DS-4, AC3s but this could be a lower class (DS2, DS3) depending upon the plot location.

### Utility supply features

#### Electricity

230V Single Phase, 50Hz AC  
100A/23kVA Supply Rating Max

#### Gas

32/25mm PE LP Pipe, 30kW Supply Rating Max.

#### Water

25mm ALPE Pipe with Meter, Stop Valve and Double Check Valve Standpipe.  
Min Pressure 8m Head, Approx

#### Telecoms

Fibre Service

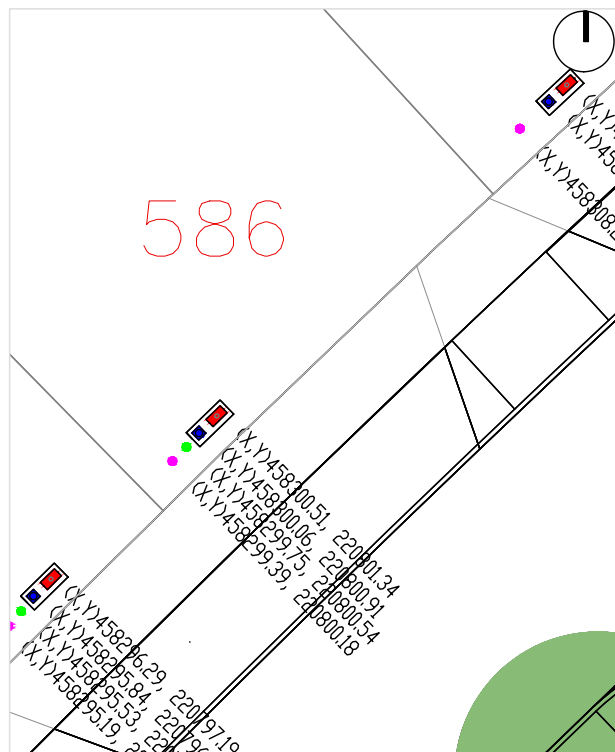
#### Key

Electricity Supply  
Gas Supply  
Water Supply  
Telecoms Supply



#### Co-ordinates

Co-ordinates indicate services intake position within site boundary



## Plot Boundary Service Connections

### 1 Electricity

The electricity supply terminates in a ground mounted enclosure, just inside plot boundary, housing a 100A fuse cut-out, a 100A DP RCBO, with space for the provision of a small distribution board and meter. MPAN number will be supplied to allow the purchaser to arrange for a meter to be installed. (refer to 'Arranging for your meter' section)

### 2 Gas

The gas supply will require extension directly from the gas main in the road to the meter position in a built in or wall mounted meter box once the meter box has been installed on the building. The service pipe must be laid in a straight line between the connection to the main and the meter position. The proposed service pipe location is shown within the diagram above, all designs must be provided to GTC as part of the Golden Brick design. Any subsequent variation to this location may incur additional cost to the self-build purchaser.

### 3 Water

The water supply terminates at a double check valve and standpipe, just inside plot boundary, with meter and stop valve chamber in footway.

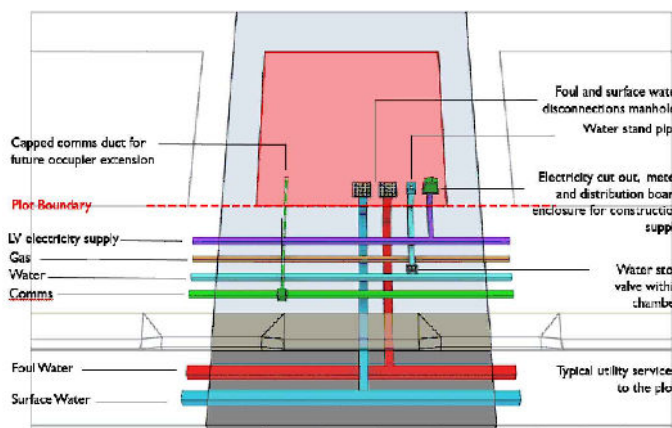
### 4 Telecoms

The telecoms provision terminates with a cable duct, at the plot boundary.

### 5 Drainage

Refer to 'Drainage' under separate passport.

#### Serviced Plot Connection Strategy



# Golden Brick Connection Strategy

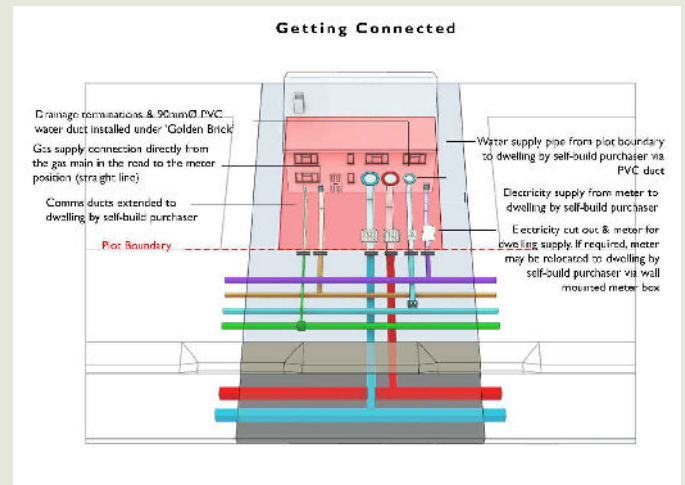
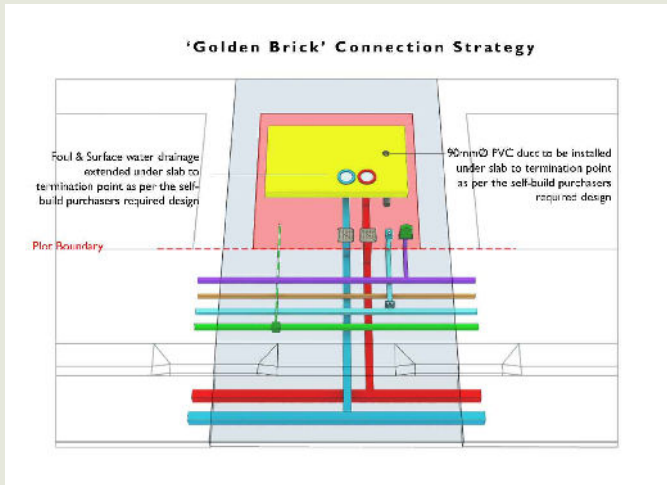
## 1 Water

An under slab PVC duct shall be installed to a termination point through the house foundation slab, to suit the stop cock location specified by the self-builder / purchaser, for the future installation of the incoming water pipe.

## 2 Drainage

Foul and surface water pipes are indicatively shown. please refer to the separate drainage plot passport for full details.

Self-build purchaser must install a draw rope (which will be supplied by GTC) in all ducts, and all ducts are to be "brush and mandrel" cleaned, prior to quality checking and handover to GTC. Refer to GTC technical Guidelines - Fibre to the Home, GF-TGI-IG-0016 Rev 04



## Getting Connected

### 1 Electricity

Upon completion of steps 1-5 in the connection guide, the plot purchaser shall arrange for GTC to disconnect the service at boundary, extend service cable to dwelling, relocate cut-out and meter (arranged with chosen meter operator), install and connect cable tails to local consumer unit. All in accordance with the given utility provider's requirements. The Cost to undertake this work is contained in the Getting Connected guidance note.

### 2 Gas

Self-build purchaser shall appoint GTC to install, in a pre-excavated trench the gas service from the gas main in the road. Footpath and roadway excavation and reinstatement will be by GHVDC contractor. All excavations and backfill within site boundary by self build purchaser. Service will terminate in external wall mounted IP65 meter enclosure c/w new meter, ECV (Emergency Control Valve, provided by the self-build purchaser). All in accordance with the given utility provider's requirements. Should the plot purchaser wish to relocate their gas boundary position, this will be at additional cost. See getting connected guidance note for further details.

### 3 Water

Self-build purchaser shall make all arrangements to extend water service pipe from standpipe position to their building, terminating at an internal stop cock. Water pipe shall enter the dwelling via the under slab duct provided with the Golden Brick. Obtain approvals in accordance with the given utility provider's requirements.

### 4 Telecoms

Self-build purchaser to extend comms duct from capped position at plot boundary to the building as per the guidance provided. Duct can terminate within an external wall mounted IP65 terminal box, vertically by means of a pre-formed 90 degree bend on the external wall. The services duct must be cut level two bricks below the damp proof course. An internal position can also be accepted. Please see the getting connected guidance note for further information

## Arranging for your meter

### 1 Electricity

The electricity supply point for the construction supply to the dwelling will be identified by a MPAN (Meter Point Administration Number). The purchaser must arrange a supply contract with the Supplier of their choice, register the MPAN with them and they will arrange for their Meter Operator to install the meter and energise the supply. The MPAN number can be obtained from GTC.

### 2 Gas

The gas supply point to the dwelling will be identified by a MPRN (Meter Point Registration Number). The purchaser must arrange a supply contract with the Supplier of their choice, register the MPRN with them and they will arrange for their Meter Operator to install the meter and energise the supply. The MPRN number can be obtained from GTC.

### 3 Water

The water supply will be provided with a meter by the service provider and connected as described under 'Getting Connected'.

### 4 Telecoms

The telecoms provision will be subject to a service agreement with the service provider and connected as described under "getting connected". Broadband speeds of up to 300mbps are available subject to the service agreement with the supplier. For a list of current suppliers go to [www.ifnl.net](http://www.ifnl.net)

## Additional Notes

### 1 Payments

It is the self-builder / purchasers responsibility to make all necessary arrangements and payments for extensions, diversions and connections to the utility services, including all civil works within plot.

### 2 Electricity

If PV solar panels are proposed to be installed, the self-build purchaser should liaise directly with the given utility provider for approvals before making connection. Should the plot purchaser wish to install an ASHP for heating or hot water, sizing restrictions will apply due to network capacity. To avoid future issues, information regarding the ASHP size/model including a full specification is acceptable. It should not be assumed that permission for your chosen unit will be granted.

### 3 Guidance

Detailed connection procedure for all utility services can be found within the GHVDC getting connected guidance note.

## SUBJECT TO PLANNING APPROVAL

This plot passport relates to the design of your home. There are additional conditions that are statutory (i.e. legislation) & mandatory within your agreement for sale & deed of transfer which you must adhere to. Therefore please ensure that you refer to these before proceeding with design work on or offsite fabrication or construction. This includes conditions relating to health & safety, site working hours, deadlines for completing your home & consideration of neighbouring properties



# Latent Defect Policies

## Main Features

- GHVDC will appoint a building inspector for the duration of your works.
- GHVDC will appoint a latent defect insurer providing a 10-year policy covering the structure and waterproof envelope of your new home.
- You must provide Building Control with a full set of drawings, before any building works commence, in order that they can check your design and materials comply with the Building Regulations, and other requirements.
- A Site Surveyor will inspect the work in progress and their design audit team and technical services will check your submitted design for compliance, a report will be provided and any issues from the report must be addressed. The Site Surveyor will be able to offer advice and will check specific areas to ensure the agreed design is followed on site.
- To submit your drawings, please include all of the submission requirements listed below and send directly to the contact details provided by your Customer Journey Project Manager.

## Drawing Submission should include

- 1 Sections, floor plans and elevations
- 2 Detailed specification: to include, external wall construction and specification, roof construction and covering internal structural components, heating and ventilation systems and energy ratings etc.
- 3 Drainage layouts and details
- 4 Any reports, 3rd party assessment and manufacturer details for any innovative forms of construction

### Innovative Construction

- You must obtain agreement from the latent defect insurer for the use of any innovative form of construction and / or components.

**Note:** Unfortunately, failure to submit necessary information in a timely manner will affect your ability to progress with works on site and have it inspected by the approved Site Surveyor, and could also require expensive and time consuming changes at a late stage of construction.



# Plot Passport

## GB-3b-Series2

1982-A-P-P-C-R-R-230725-09

### Revision Record

| Date                 | Revision | Plot Passport                      | Comments                                                                                                                                           | Checked |
|----------------------|----------|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 21.12.08             | 0        | GB-3b-585-586,<br>590-591, 607-611 | Plot passport issued                                                                                                                               | SC      |
| 21.12.09             | 1        | GB-3b-585-586,<br>590-591, 607-611 | Rule no. 18 edited for clarity                                                                                                                     | SC      |
| 21.12.16             | 2        | GB-3b-585                          | Graphic issue corrected re: Coord. point B                                                                                                         | SC      |
| 22.02.11             | 3        | GB-3b-585-586,<br>590-591, 607-611 | Rule text on p.2 amended re: height/room.<br>Reference to retaining wall on p.3 removed<br>for plots 585 and 586. Services information<br>amended. | KJ      |
| 22.08.02             | 4        | GB-3b-586                          | Plot dimension from Coord. C-D amended                                                                                                             | SC      |
| 22.09.21             | 5        | GB-3b-591                          | Typo re: dimension from Coord. A-B<br>corrected from 31.61 to 31.81                                                                                | SC      |
| 23.01.24             | 6        | GB-3b-611                          | Ground conditions info pages amended re:<br>foul and surface water MH inverted levels                                                              | SC      |
| 23.06.08             | 7        | GB-3b-585-586,<br>590-591, 607-611 | Plinth/Services information amended                                                                                                                | SC      |
| 23.06.21             | 8        | <del>GB-3b-607-611</del>           | <del>Plot dimension(s), area and/or coordinate<br/>points (various) amended to address new<br/>road width</del>                                    | SC      |
| 23.06.23<br>23.07.25 | 9        | GB-3b-585-586,<br>590-591, 607-611 | Update to invert levels (note record for plots<br>585, 590, 607 & 608 are dated of 23.06.23<br>when the plot passports for these were<br>reissued) | SC      |