

Bristol Co-Living

Supplementary Planning Document



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Funded by:



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CONTENTS

Introduction	1		
Context and scope.....	1		
Policy context	2		
How to use the SPD	3		
1. Mixed, balanced and inclusive neighbourhoods	4	3. Management plans	18
Contributing to mixed, balanced and inclusive neighbourhoods.....	4	Management plan content.....	18
 		4. Planning application information	20
2. Design Quality	6	Information required.....	20
Private dwellings	6	References	20
Communal internal space.....	10		
Communal external space	15		

Introduction

Context and scope

What is this document?

The Bristol Co-living Supplementary Planning Document (SPD) provides further guidance on the implementation of a range of existing and new local plan policies that are relevant to the development of Co-living accommodation. Key policies aim to achieve: mixed, balanced and inclusive communities that provide a mix and balance of homes contributing to people's housing choice and opportunity; and good quality accommodation that deliver high standards of liveability, accessibility and amenity for future residents. The document sets out a range of design principles and other guidance to help ensure proposals for Co-living development achieve these important policy aims.

What is Co-Living?

Co-living or shared living housing is a communal living concept that provides a modern alternative to traditional shared house arrangements. Owned and managed by private companies shared living developments seek to create an intentional community by bringing together people in a communal residential environment that allows the sharing of resources and costs. Developments are designed to facilitate social interaction and collaboration and to support events and activities encouraged as part of the shared living experience. A range of amenities are often provided on site and rentals usually cover housing, utilities and other incidental costs.

Shared living accommodation typically comprises private space, usually in the form of studio living dwellings, alongside other shared social and functional spaces for cooking, eating, relaxation, leisure, working and laundry. Accommodation can vary in size but should allow residents to conduct their lives largely independently of the communal facilities, should they wish to do so.

Status of the document

The Bristol Co-living Supplementary Planning Document (SPD) is being prepared in accordance with part 5 of the Town and Country Planning (Local Planning) (England) Regulations 2012. The document will be used alongside relevant local plan policies to determine all applications for purpose-built co-living accommodation (including conversions of existing buildings). The document will constitute an important material consideration in the decision-making process.

Introduction

Policy context

National policy context

To achieve sustainable development the National Planning Policy Framework (NPPF) expects the planning system to support strong, vibrant and healthy communities as a key social objective. This includes provision of a sufficient range of homes and a built environment that supports a community's social wellbeing. In particular, policies within the NPPF expect Local Plans to:

- Reflect the range of housing types and tenures needed by different groups in the community;
- Help achieve the creation of safe, inclusive and accessible places that promote health and well-being and social interaction and provide a high standard of amenity for future residents;
- Support an appropriate mix of uses across an area and within developments in order to: create healthy and inclusive communities, promote the vitality and viability of centres, make effective use of land, reduce journeys and deliver good design.

Local policy context

Bristol's emerging Local Plan Review emphasises through Policy H6 the need for forms of shared housing to provide a good standard of accommodation by meeting relevant standards and requirements. Policy DPM1 requires proposals to be consistent with the Council's published design guides, whilst Policy BTR1 requires compliance with guidance of Build to Rent developments (of which Co-Living is).

The SPD supplements these core policies with additional guidance to aid their interpretation and implementation. Other Local Plan policies supplemented in this document include Policy T1, DPM1, DC1, DS1, H4, H6, H9, GI A and HW2B. Cross references to each policy are set out beneath each additional element of supplementary guidance.

Other SPDs and adopted guidance will apply to Co-living developments where relevant.

Introduction

How to use the SPD

Structure of the document

The document comprises four sections:

1. Mixed, balanced and inclusive neighbourhoods

- Use this section to understand where Co-Living is appropriate and in what ways it can contribute to mixed, balanced and inclusive neighbourhoods in Bristol.

2. Design quality

- Use this section to understand the design expectations for private dwellings, communal internal, and external spaces.

3. Management plans

- Use this section to understand the building management and operational expectations relating to Co-living development.

4. Planning application information

- Use this section to understand the additional information needed when submitting a planning application for Co-Living development in Bristol.

Sections 1 and 2 of the SPD set out design principles, including toolkits, to ensure Co-living development contributes to mixed, balanced and inclusive neighbourhoods and delivers good quality accommodation.

Proposals that are not in accordance with the principles are unlikely to be consistent with relevant local plan policies. Alternative approaches that are otherwise in accordance with relevant policies may be appropriate but should be justified by the applicant.

The toolkit sets out a way to deliver the design principles, and how good design can be achieved and demonstrated. Other means / approaches may also achieve the principles. The applicant should explain how the toolkit has been reflected in the scheme design and provide justification where deviating has been necessary (for example, due to site constraints).

Applicants are encouraged to seek early engagement with the council, as part of the pre-application process, to ensure proposals comply with relevant policies and have regard to guidance set out in the SPD.

1. Mixed, balanced and inclusive neighbourhoods

Contributing to mixed, balanced and inclusive neighbourhoods

Mixed, balanced and inclusive neighbourhoods are key to the creation of successful and resilient places. Providing a mix of housing types, tenures and sizes ensures the housing needs of the whole community can be met. It can also create opportunities for different groups in the community and for people with different lifestyles to live together, helping to promote social interaction and alleviate social exclusion and disadvantage.

Design principles

- MN.1 Resources
- MN.2 Balance and integration
- MN.3 Housing mix
- MN.4 Ground floors

Local Plan Policy

- H4, H6, BTR1, DS1-DS14, SV1, UL1, E6, GI A, T1, DPM1 and HW2B

MN.1 Resources

Development should be located in areas well-served by resources within reasonable walking distance e.g. shops, services, community facilities, open space and good public transport routes. Development should also provide social, economic and environmental benefits to local communities supporting residents, businesses and other stakeholders.

Toolkit:

- Co-living development should be located:
 - Within Bristol City Centre and other areas of growth and regeneration.
 - Within or close to the city's town and district centres; and
 - Close to major public transport routes and corridors.
- A reasonable walking distance should be no more than 800m, roughly equivalent to a ten-minute walk from the development, taking account of potential barriers to movement relating to urban form.

MN.2 Balance and integration

Appropriate locations for Co-living development will be considered on a case-by-case basis, having regard to the city's wider housing needs, the need to provide a good choice of homes and the need to support the creation of mixed, balanced and inclusive communities.

Toolkit:

- The proportion of Co-living development within any neighbourhood should be balanced with the provision of other residential uses (e.g. traditional homes, build to rent, student accommodation etc.). Co-living development should not predominate in any one neighbourhood.
- Co-living development should be integrated with and not cause harm to surrounding communities and areas having regard to levels of activity generated, pressure for on-street parking and arrangements for refuse / recycling and cycle parking.

1. Mixed, balanced and inclusive neighbourhoods

Contributing to mixed, balanced and inclusive neighbourhoods

MN.3 Housing Mix

Co-living development should include affordable housing and where feasible form part of a mixed-use development with the mix of uses provided appropriate to the site and its context.

Toolkit:

- Co-living development should provide 20% affordable housing in accordance with national policy for build to rent development and local plan policy BTR1. Affordable housing should be delivered in line with guidance provided in Delivery of Affordable Build to Rent Homes in Bristol.
- To further increase local housing supply and choice and to support the mix and diversity of uses in the local area Co-living development should be delivered as part of mixed-use development including a proportion of other compatible residential uses. The larger the site the greater the expectation of a mix of uses.

MN.4 Ground floors

Co-living development should include active frontages and incorporate active ground floor uses wherever possible and appropriate.

Toolkit:

- Active ground floor uses should be provided as part of mixed-use developments within the city centre, other centres, and other locations specified in local plan Development Strategy policies.
- Where ground floor active uses are not possible or appropriate active frontages comprising communal internal spaces e.g. co-working space, gyms etc. should be provided.

2. Design Quality

Private dwellings

Private dwellings are designed to support liveability and amenity through the provision of sufficient usable space. Dwellings should be sized and laid out to permit residents to carry out their everyday activities with dignity, with spaces configured to overcome the challenges associated with compact living.

Design principles

- PD.1 Amount
- PD.2 Activities
- PD.3 Dignity
- PD.4 Generosity
- PD.5 Access

Local Plan Policy

- H6, H9, DC1 and DPM1

PD.1 Amount

Private dwellings should provide a gross internal floorspace of no less than 18 m² and generally no more than 30 m². This allows:

- A choice of dwellings sizes to meet different needs and budgets; and
- Prevents dwellings being used as sub-standard conventional C3 dwellings (which should be compliant with the Nationally Described Space Standard).

Toolkit:

- All private dwellings should be suitably sized to accommodate the following seven basic amenity functions:

Function		Zone
1	Wash	Washing
2	Sleep	Sleeping
3	Store	
4	Relax	Living
5	Work	
6	Prepare meals	
7	Eat meals	

Table 1: The seven basic amenity functions of a Co-Living private dwelling

- A gross internal floorspace of 25 m² is considered the typical size needed to support all seven functions, and to meet expectations set out under PD.2 Activities and PD.3. Dignity.
- Private dwellings for double occupancy should provide additional space to accommodate the seven basic amenity functions i.e. sufficient space to accommodate furniture for two people – see PD.2 Activities.
- Where private dwellings have a gross internal floorspace of less than 25 m², the shortfall should be justified and compensated through provision of communal internal space – see Cl.1 Amount, Cl.2 Type, Cl.3A and Cl.3B Distribution.
- For example, dwellings within clustered arrangements (see Cl.3A Distribution) could be justifiably smaller due to their immediate proximity to shared kitchen and dining areas (shared between no more than 8 residents).
- Where provisions are made for wheelchair adaptable or accessible M4(3) private dwellings the gross internal floorspace provided should be 35 m².

2. Design Quality

Private dwellings

PD.2 Activities

Layouts of private dwellings should be organised into three principal zones, making use of relevant furniture (from Building Regulations Approved Document M¹) to demonstrate that sufficient space is available within each zone to undertake everyday activities within the dwelling (see Table 2).

Toolkit:

- Layouts for all typical and smallest private dwelling types should be submitted.
- The range of furniture listed in Table 2 should be provided as a minimum.

Zone 1: Washing

Activity:

- Wash e.g. hygiene, beauty

Furniture:

- WC and cistern 500x700 mm
- Hand wash basin 600x450 mm
- Shower / Bath

Zone 2: Sleeping

Activity:

- Sleeping, resting
- Storage

Furniture:

- Double bed – 1900x1350 mm
- Bedside cabinet – 400x400 mm
- Double wardrobe / clothing storage – 600x1200 mm or
- At least 1.2 cubic metres per person

Zone 3: Living

Activity:

- Relaxing
- Working
- Preparing meals
- Eating meals

Furniture:

- Armchair – 850x850 mm or
- 2 seat settee – 850x1300 mm (see note below)
- Dining table – 800x800 mm
- Dining chair x 2 (no minimum dimensions)
- Kitchenette including:
 - Counter space
 - Hob
 - Sockets for a toaster, kettle, microwave / air fryer
 - Sink and drainage space
 - Mini fridge with freezer drawer

Note: a built-in 2 seat settee can be acceptable when well considered e.g. integrated window seat.

Table 2: Activity zones and furniture schedule – Single occupancy Co-living private dwelling

¹ Approved Document M: Access to and use of buildings- Volume 1: Dwellings (Appendix D: Furniture Schedule)

2. Design Quality

Private dwellings

PD.3 Dignity

Private dwellings should provide sufficient space to conduct everyday activities in dignity.

Toolkit:

- Dwellings should meet the relevant accessibility standards set out in the local plan.
- Dwelling layouts should be organised into three principal zones including washing, sleeping and living areas (see Diagram 1 and PD.2 Activities).
- Dwelling layouts include appropriate clear access zones¹ for relevant activities (having regard to relevant specifications set out in Building Regulations Approved Document M²).
- Dwelling layouts should provide a clear access route³ of at least 750mm wide from the doorway to the window (having regard to Building Regulations Approved Document M).

- Any workspace furniture should be oriented to provide views out of the window whilst working.
- Beds should not occupy the full width of the sleeping zone and should not be located against any window.
- The sleeping zone should be private, arranging furniture or screening to provide a sense of enclosure and avoiding front doors that open directly into the sleeping zone.

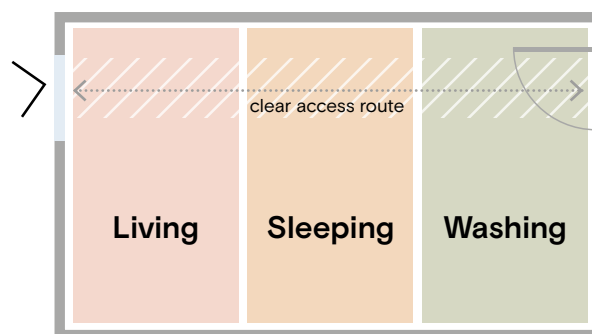


Diagram 1: Principal activity zones - Co-living private dwelling

PD.4 Generosity

Private dwellings should exceed the minimum floor to ceiling height (as set out in the Nationally Described Space Standard¹) wherever possible. Additional ceiling height can be used to compensate for reduced floorspace and any reduced ceiling heights in other parts of the dwelling (as a result of bulkheads / dropped ceilings) to ensure dwelling feel more generous.

Toolkit:

- Dwelling floor to ceiling heights should exceed 2.3m² wherever possible. Where the minimum floor to ceiling height cannot be achieved for an area in excess of 25% of the gross internal area of the dwelling the ceiling height for the remaining area of the dwelling should exceed 2.3m.

1 Clear access zone - Clear, unobstructed space for access or manoeuvring - usually surrounding a WC, basin, bath / shower and bed.

2 Approved Document M: Access to and use of buildings - Volume 1: Dwellings

3 Clear access route - Clear, unobstructed 'pathway' to access a window or other feature.

1 Technical Housing Standards - Nationally Described Space Standards (March 2015)

2 Technical Housing Standards - Nationally Described Space Standards (March 2015)

2. Design Quality

Private dwellings

PD.5 Access

Private dwellings which are wheelchair accessible or easily adaptable for residents who are wheelchair users should be conveniently located within the development.

Toolkit:

- Dwellings should be located close to lift lobbies for ease of access.
- Dwellings should be located close to communal internal spaces and facilities, particularly essential spaces e.g. kitchen and dining areas.

2. Design Quality

Communal internal space

Communal internal space is designed to support liveability and amenity by including an appropriate amount, type and distribution of communal facilities. Internal communal space should be high quality, welcoming, and usable and of sufficient variety to meet the needs of different residents' lifestyles.

Design principles

- Cl.1 Amount
- Cl.2 Type
- Cl.3A Distribution
- Cl.3B Distribution
- Cl.4 Zones
- Cl.5 Access
- Cl.6 Natural light and ventilation
- Cl.7 Corridors and circulation space
- Cl.8 Personal storage

Local Plan Policy

- H6, DC1 and DPM1

Cl.1 Amount

Sufficient communal internal space should be provided to enable residents to carry out everyday activities outside of their private dwelling should they choose to do so, including:

- Cooking, preparing and eating meals;
- Relaxing and socialising, including with guests;
- Working from home; and
- Doing laundry.

Toolkit:

- Table 3 identifies the minimum total internal communal space that should be provided per resident.

Number of residents	Minimum space sought
Up to 100	4 m ² per resident
Every additional resident from 101 to 400	3 m ² per resident
Every additional resident from 401+	2 m ² per resident

Table 3: Minimum total communal internal space per resident (space sought should include relevant facilities set out in Table 4)

2. Design Quality

Communal internal space

CI.2 Type

Communal internal space should comprise different facilities, providing residents with the choice to undertake essential and social activities outside of their private dwellings. Table 4 identifies the type of communal facilities that should be provided and included within the internal space calculation. All communal areas should meet relevant accessibility standards set out in the local plan.

Communal facility	Function	Required / optional	Included in communal internal space (CI.1)
Kitchen	Essential	Required	Yes
Dining space	Essential	Required	Yes
Living rooms, lounges	Social	Required	Yes
Personal storage	Ancillary	Required	No
Laundry and drying facilities	Ancillary	Required	No
Other social spaces e.g. gym, cinema	Social	Optional	Yes
Workspace	Social	Optional	Yes

Table 4: Categories of internal communal facilities

2. Design Quality

Communal internal space

CI.3A Distribution

Essential communal internal space should be delivered in either clustered or aggregated formats as set out below.

Toolkit:

Clustered

- Kitchen and dining areas are distributed to every relevant level;
- Shared between no more than 8 residents (access via key card); and
- Open onto small external terraces to permit outdoor dining.

Aggregated

- Kitchen and dining areas are aggregated to one level;
- Shared between all residents; and
- Open onto large external courtyards, gardens, or terraces to permit outdoor dining.

In all cases ancillary spaces e.g. storage and laundry facilities should be located within the basement, or on ground or first floor levels.

CI.3B Distribution

Social communal internal space should be organised into primary, secondary and tertiary tiers as set out below.

Toolkit:

Primary areas

- Comprises the majority of total communal social space.
- Large spaces designed to accommodate frequent, active use by high volumes of residents at any one time e.g. lounges, co-working space, fitness studios.
- Concentrated on ground or first floor level to ensure frequent footfall, activation, surveillance and ease of management.
- Layouts simultaneously cater for a range of different group sizes, occasions and personalities – see CI.4 Zones.

Secondary areas

- Small spaces designed to accommodate occasional, defined use by low volumes of residents e.g. lounge, meeting or kitchen / dining room used for a dinner party or book club.
- Bookable function can allow for ease of management.
- Located on upper or top floor levels to benefit from views and access to external terraces, allowing blending of inside and outside space.

Tertiary areas

- Micro spaces designed to accommodate infrequent, calm use by individuals or pairs of residents e.g. reading nook.
- Distributed on every level to provide close access to ‘intimate’ spaces outside of private dwellings.
- Form an extension of shared corridors but oriented to create a sense of intimacy and enclosure – obliquely, rather than directly, overlooked.
- Integrated seating adjacent to windows provides views out.

2. Design Quality

Communal internal space

CI.4 Zones

Primary social areas should be laid out to simultaneously accommodate different group sizes, occasions and personalities.

Toolkit:

- Layouts for primary social areas should indicate multiple seating typologies in any one space, making use of the seating typology matrix set out in Diagram 2.
- Layouts for primary social areas should demonstrate how parts of the area can be used differently over the course of a day or week e.g. events programmed by the management company and rearrangement of furniture for flexible use by residents.

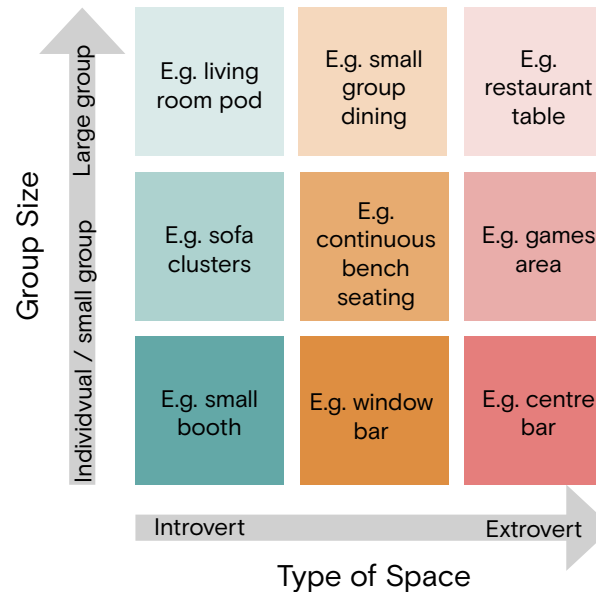


Diagram 2: Seating typology matrix

CI.5 Access

All internal communal spaces should be accessible from shared stair cores and lift lobbies, promoting natural surveillance and incidental social activity.

Toolkit:

- Layouts should ensure spaces are frequently 'passed' to encourage overhearing or recognising of friends e.g. primary areas should be accessible via main lobbies and stair cores; and
- Layouts should demonstrate visual connection and overlooking of spaces from circulation and other communal areas e.g. double height primary areas with mezzanine circulation areas or glazing between corridors and secondary areas.

2. Design Quality

Communal internal space

CI.6 Natural light and ventilation

All essential and social areas should have access to natural daylight and ventilation.

Toolkit:

- Kitchen and dining areas should be located adjacent to (and provide access to) external communal areas, providing views out and options for outside dining.

CI.7 Corridors and circulation space

Circulation spaces should promote social interaction between neighbours.

Toolkit:

- Shared corridors and lift lobbies should have access to natural light and ventilation, with windows overlooking the city or communal external spaces.
- Building cores should ideally serve no more than 12 dwellings, with long corridors and turns in corridors avoided.
- Front door placement for private dwellings should be staggered, avoiding direct overlooking between dwellings.
- Tertiary social areas form an extension of shared corridors and lift lobbies – see CI.3.B Distribution.

CI.8 Personal storage

Communal storage, including secure storage, outside of private dwellings should be provided for every resident.

Toolkit:

- Secure lockers or cupboards should be provided for residents in the basement, or on ground or first floor levels for ease of access. Storage of larger items on upper floors should be avoided.
- Storage spaces should be co-located and overlooked by concierge / management desks.

2. Design Quality

Communal external space

Communal external space is designed to support liveability and amenity by including an appropriate amount, type and distribution of communal outdoor space. External community space should be high quality, welcoming and usable and of sufficient variety to enable different outdoor activities close to residents' homes.

Design principles

- CE.1 Amount
- CI.2 Type and distribution
- CE.3 Landscape design
- CI.4 Use

Local Plan Policy

- H6, DPM1 and DC1

CE.1 Amount

Sufficient communal external space should be provided to ensure residents have close and convenient access to outside space.

Toolkit:

- Table 5 identifies the minimum external communal space that should be provided per resident.
- Any private balconies or terraces (for private dwellings) should not count towards the minimum external communal space sought.
- Access and circulation routes associated with external communal space should not count towards the minimum external communal space sought.
- Planted thresholds between private dwellings and external communal space (see CE3. Landscape Design) should not count towards the minimum external space sought.

Number of residents	Minimum external communal space sought
Up to 400	1.5 m ² per resident
Every additional resident from 401	0.5 m ² per resident

Table 5: Minimum total communal external space

2. Design Quality

Communal external space

CE.2 Type and distribution

Communal external space should be organised into primary and secondary areas as set out below.

Toolkit:

Primary areas

- Comprises the majority of total communal external space.
- Courtyards or gardens designed to accommodate frequent, active use by high volumes of residents at any one time.
- Layouts simultaneously cater for a range of different group sizes, occasions and personalities.
- Located adjacent to and accessed via communal internal spaces.
- Located on lower or mid-floor levels, providing a sense of connection to nature and the street e.g. views of trees and sounds of street life, where compatible with noise and air pollution.

Secondary areas

- Small terraces designed to accommodate use by low volumes of residents, delivered in clustered or aggregated forms.
- In clustered formats (see Cl.3A Distribution), terraces are located adjacent to and accessed via kitchen and dining areas on every level.
- In aggregated formats (see Cl.3A Distribution), terraces are located adjacent to and accessed via communal internal spaces and circulation areas. These can be distributed throughout a development, with those on upper or top floor levels benefiting from views.

2. Design Quality

Communal external space

CE.3 Landscape design

The design of external communal space should reflect its intended use.

Toolkit:

- Layouts for external communal space should demonstrate how primary areas use seating, shelter, lighting and planting to enable use by:
 - Large groups e.g. tables and chairs that can be arranged for outdoor dining;
 - Small groups e.g. planted arbours creating pockets of quiet space.
- Thresholds between private dwellings and external communal space should be planted to provide privacy.

CE.4 Use

All communal external space should be useable, comfortable and welcoming.

Toolkit:

- Where communal kitchen and dining areas are aggregated to one level (see CI.3A Distribution) any associated external communal dining area should be no smaller than 40 m².
- Where communal kitchen and dining areas are clustered (see CI.3A Distribution) any associated external communal dining area should provide sufficient space for 8 residents.
- The height and massing of development should ensure that all communal external space has reasonable access to daylight and sunlight.
- Communal external spaces should be located and oriented to benefit from views, particularly secondary spaces on upper levels.
- The design of communal external space should ensure the personal safety and security of occupiers at all times.

3. Management plans

Management plan content

All proposals should identify what measures will be put in place to ensure the Co-living development is operated and managed to a high standard and properly integrated with the surrounding community and area. Appropriate management plans should be submitted with proposals setting out (but not limited to) the following key matters:

- The maximum number of residents that can occupy the Co-Living development;
- How the proposed communal equipment, facilities and spaces, and their operation and maintenance, will meet the needs of the stated number of residents and their guests, on an ongoing basis;
- Confirmation that the Co-living development will be managed by a single management company whilst allowing for appropriate transfers in perpetuity;
- How the building will be operated and managed having regard to relevant policy requirements. This should include the management of private dwellings, communal spaces, facilities and services to ensure a high quality development is maintained in perpetuity regardless of changes in ownership or management; and other general management details relating to (but not limited to) moving in and moving out processes, the approach to community liaison, safety of occupiers, expected codes of conduct

for occupiers, cycle and car parking arrangements, storage of refuse and recycling and delivery arrangements.

- Assurance that Co-living development is not occupied or operated in the manner of an hotel, hostel or student accommodation and that dwellings are not made available as separate dwellings for sale on the open market.

Where planning permission is granted the implementation of any management plan should be secured through a section 106 agreement or otherwise form part of the application's approved documents.

Further detail on matters to be included within the management plan is set out as follows:

A. Security and fire safety procedures – this should include detail regarding:

1. Relevant procedures for emergency and fire access and exit (this is separate from, but aligned with, the fire safety statement);
2. Safeguarding of external and internal communal spaces, and safety measures for private dwellings and communal spaces;
3. Registration of any electrical products, such as white goods, that are built into the property, and encouraging residents

to do the same; this will help to pick up any recalls, and ensure safety of the residents and the building;

4. Preparation of Personal Emergency Evacuation Plans (PEEPS) for all residents whose ability to self-evacuate may be compromised, taking into account the General Data Protection Regulations (GDPR) and the Data Protection Act (2018).

B. Move-in and move-out arrangements, deliveries and servicing – this should include detail regarding:

1. The location of areas for loading / unloading and other deliveries to ensure the public realm is not obstructed by parked vehicles, and there is no negative impact on highway or road traffic, nor on surrounding communities;
2. Timings of move-in and move-out to avoid congestion impacts, and impacts on any other important events (e.g. cultural celebrations) in surrounding communities;
3. Routes and lifts to be used during move-in and move-out, to ensure the smooth operation of communal spaces and other services within the development;
4. Security and concierge provision;
5. Storage facilities for deliveries when a resident is not immediately available.

3. Management plans

Management plan content

C. Management and maintenance of all internal and external areas of the development – this should include detail regarding:

1. Hours of operation for various functions, allowing for appropriate cleaning and maintenance access;
2. Resourcing of communal areas including communal cooking and dining equipment, cleaning materials and waste management receptacles;
3. Procedures for how cooking and dining facilities will be managed and maintained to ensure all residents can comfortably cook and eat when they desire, avoiding wait times and conflict with people using the space for other purposes;
4. Systems and procedures to ensure appropriate cooking facilities for faith-based groups, and those with particular allergies and dietary preferences:
 - for example, by designating separate cooking stations, storage and fridge / freezers within the kitchen areas;
5. Provision of quiet spaces, with the flexibility to be used as prayer rooms if required by residents;
6. Where a facility has an element of public use, the measure in place that enable sufficient availability / capacity to be able to prioritise residents ahead of the general public;

7. Cycle storage provision, servicing, maintenance, and upkeep;
8. Refuse and recycling provision;
9. Personal storage management;
10. Out-of-hours management;
11. Maintenance of landscaping.

D. Cleaning and linen-changing – this should include detail regarding:

1. Location of facilities for laundry and drying, including storage and related services;
2. Location of facilities for waste management, refuse and recycling;
3. Linen changing and / or room-cleaning services (e.g. a schedule);
4. The cleaning of internal and external communal facilities and spaces.

E. Co-Living as an inclusive place to dwell – this should include measures to ensure:

1. Appropriate length tenancy agreements including longer tenancies are made available to all Co-Living tenants;
2. That no part of the Co-Living development is operated as a hotel, Airbnb, hostel or student accommodation;
3. The marketing of the Co-living development is not targeted at students (either as sole residential occupiers of the development or as part of the residential community).

4. The prevention of cohabiting in smaller private dwellings and the number of residents exceeding the stated maximum;
5. The private dwellings are not made available as separate dwellings for sale on the open market or converted into fully functioning separate dwellings for rent that are independent of all communal facilities and services (e.g. through the installation of additional equipment);
6. The marketing of the Co-living development promotes inclusiveness, through the identification of features, including fully accessible private dwellings and communal spaces, that provide for a diversity of needs across the community;
7. That all services and facilities provided are inclusive of rent.

4. Planning application information

Information required

The Planning Application Requirements Local List sets out relevant supporting information required with a planning application. In addition, applications for Co-Living development should include the following information:

1. Private dwelling sizes (m²) and locations, including which of these are considered suitable for double occupancy;
2. Size (m²) of all typical private dwelling types and smallest dwelling types, annotated on all drawings;
3. Activity zones within private dwellings (having regard to Approved Document M) annotated on all drawings – see PD.2 and PD.3;
4. Clear identification of which private dwellings and communal areas are designed to be wheelchair accessible or easily adaptable for residents who are wheelchair users (Building Regulations M4(3) Category 3);
5. Clear identification of which spaces and categories of communal facility are counted towards internal communal space provision – see Cl.1 and Cl.2;
6. Clear identification of which spaces are counted toward external communal space provision – see CE.1;
7. Clear identification of which spaces are communal spaces that are being used by non-residents of the Co-Living development e.g. publicly accessible ground floor uses – see MN.5;
8. Size and distance calculations that demonstrate how the kitchen and dining facilities are sufficient for the stated number of residents and appropriately located – Cl.3A and Cl.3B;
9. Calculations that demonstrate how the facilities are sufficient for the intended number of users, including residents' visitors.

References

Approved Document M: Access to and Use of Buildings, Volume 1: Dwellings (2015)

- Use this document to identify the appropriate furniture including dimensions to demonstrate compliance with PD.2;
- Use this document to identify the clear access zones associated with furniture to demonstrate compliance with PD.3;
- Use this document to identify the requirements associated with M4(2) and M4(3) dwellings.

Local Plan (Publication Version, November 2023)

- Use these documents to identify policies referenced within the SPD.

Technical Housing Standards – Nationally Described Space Standard (2015)

- Use this document to identify the minimum floor to ceiling height to demonstrate compliance with PD.4;
- Use this document to identify the technical requirements associated with sleeping zones to demonstrate compliance with PD.2.

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