

**CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD**

**CITY OF CAPE TOWN'S DESIGNING
QUALITY PLACES: URBAN DESIGN
POLICY**

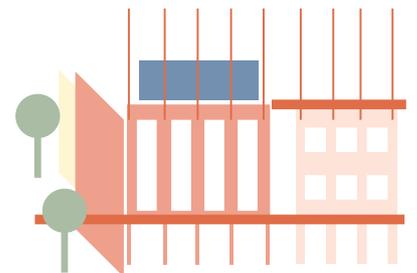
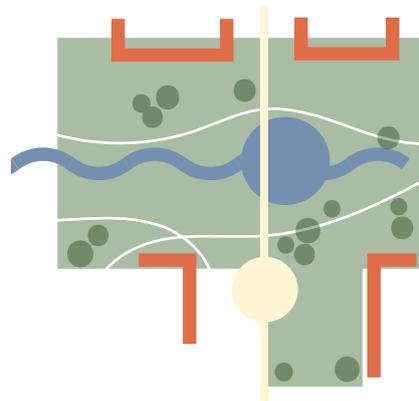
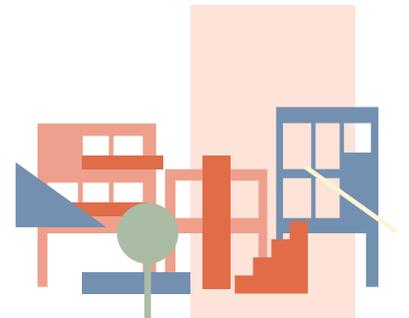
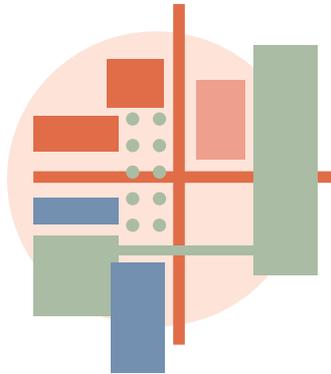
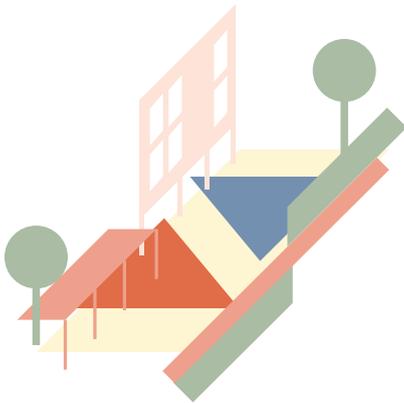
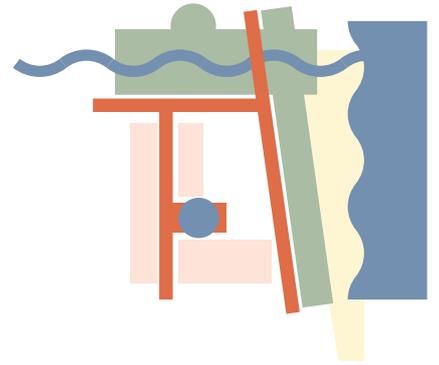
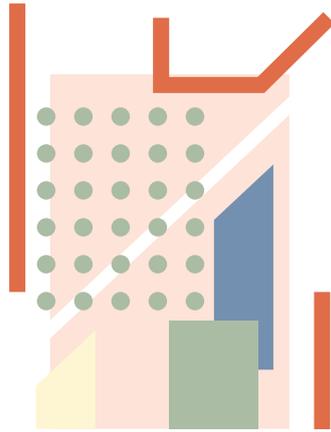
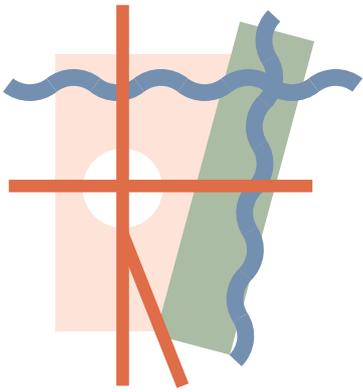
(Policy number 12986)

Approved by Council: 22 August 2024

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Designing Quality Places

Urban Design Policy for the City of Cape Town



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Chapter 1: Introduction

1.1 What is the 'Designing Quality Places: Urban Design Policy'?

The quality of our cities, towns, neighbourhoods, streets and public places have an important influence in our daily lives. The quality of these places contributes to our economy, our natural and built environments, their sustainability and the overall liveability and safety of our cities. This helps businesses to grow, promotes quality of life and influences our physical and mental health and well-being. It is through the application of design that the qualities of these environments are transformed, given purpose, become relevant, and have meaning.

People and communities are at the centre of what this document seeks to promote. It looks to draw on a number of principles and design objectives to guide design responses in order to achieve a quality and well performing city. The strong links between quality of place and quality of life are widely recognised. Social, environmental, and therefore long-term economic benefits are derived from well-designed places. The Policy seeks to add value, through design (refer to Figure 03).

The Policy is guided by overarching design principles (refer to Chapter 4.1-6), aligned with the City's strategic objectives and with an emphasis on achieving a resilient and more spatially integrated city, supporting a capable and collaborative city government (refer to Chapter 3.1). The Policy principles inform nine objectives (refer to Chapter 4.2). Each Policy objective is supported by a number of associated policy statements. Together, these provide the criteria that should inform the design of development proposals and form the basis on which development applications will be assessed (refer to Chapter 1.2-4). For definitions, terms, acronyms and abbreviations, refer to Chapter 6.

1.2 Who should use it?

There are many players in the development process. They include planners, landscape architects, developers, contractors, urban designers, architects, landowners and custodians, community groups, non-profits, engineers, policy makers, officials, residents and small business owners. Each of them will make decisions that affect the quality of places and the city as a whole. This Policy aims to provide guidance to all of these groups while not emphasising one specific discipline.

This document is intended for anyone with an interest in the built environment and engages with the process of shaping it. The Policy aims to inform any built environment project or development proposal. The primary audiences for this document are:

- City officials and elected representatives whose work has an impact on the city and its people.
- Professionals who engage in the process of shaping our urban environment.
- City and state-led projects, where the City or state is the developer.
- Anyone who, through their actions, affects the city, the built form and the public realm.

1.3 When does the Policy apply in the development application process?

The Policy is intended to provide guidance for all city-making initiatives and all applications. Importantly, the categories specifically listed below in 'Mandatory Policy Triggers' depict the mandatory triggers and when to apply the Policy, and in so doing, enabling the desired outcomes.

Applications should ensure consistency with the Metropolitan Spatial Development Framework (MSDF) and District Spatial Development Frameworks (DSDF), Environmental Management Frameworks (DSDF-EMF), and Local Area Spatial Planning Development Frameworks (LSDF), each with specific policy guidance that can be referred to.

The Policy triggers are designed so as to facilitate the ease of doing business, while ensuring the best possible outcomes for the public realm in the most strategic locations and conditions (refer to Figure 01).

- 1 Proposals that deviate from the approved forward planning vision and spatial policies of the City at a local area scale, trigger the Policy.
- 2 New township establishments or where the application includes new subdivisions into more than 20 urban land units.
- 3 Where the regeneration of a site, exceeding 1ha, is envisaged.
- 4 Development proposals that include the creation and upgrading of public open space, public or community facilities (e.g. schools, clinics, hospitals, libraries), transport interchanges, in each case, including boundary and fence conditions.
- 5 Proposals from 1000m² adjacent to or including development edges, natural resources and ecosystems, including biodiversity areas, natural/semi-natural green structuring open spaces, river and wetland systems, coastlines and floodplains, cultural, heritage resources and business nodes.
- 6 Where Site Development Plans (SDP) are required for the following group of applications:
 1. Shopping centres (from neighbourhood to district scale centres);
 2. Commercial developments exceeding a bulk of 1000m²;
 3. Industrial and warehouse developments exceeding a bulk of 5000m²;
 4. Developments of more than 12 residential units;
 5. Development in Transit Accessible Precincts.
- 7 Where an authorised official considers that a proposal has the potential to have a significant negative spatial impact, and where the cumulative effect of such a design proposal would have a negative spatial impact on the public realm or for residents and users, over time.
- 8 Where a development proposal may have significant negative impact on the public right-of-way and access to and from public transport, or structuring open space network, including public amenities and facilities.

Figure 01: Mandatory Policy Triggers

1.4 How to read the Policy

The document is structured in such a manner so that each policy objective is laid out over a double spread (refer to Figure 02). The policy objectives present 'what needs to be achieved' in order to support a well performing city. In each case, a brief explanation is provided as to 'why' this is important (refer to Chapter 4.2). Under each policy objective are a number of policy statements. Policy statements are clarified as 'what element of the built environment design should be focused on and how it should be treated in principle', if a specific objective is to be achieved.

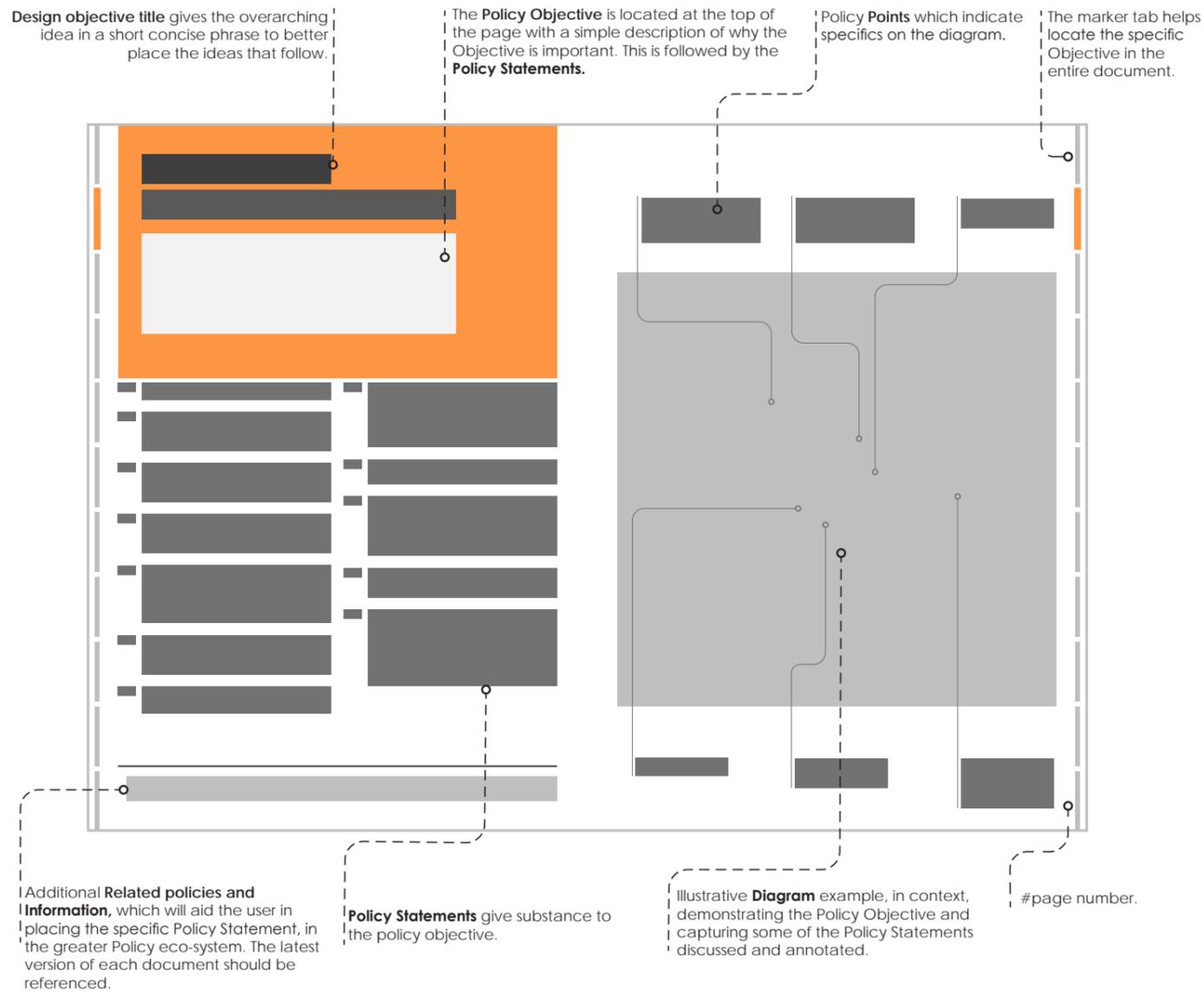


Figure 02: How to read the Policy document

This Policy contains nine policy objectives namely; 1) ensuring a legible urban and spatial structure; 2) creating good quality open spaces; 3) contributing to the creation of healthy and safe communities; 4) in addition to facilitating ease of movement and accessibility, designing streets as positive public space; 5) promoting intensity, diversity, and adaptability of uses; 6) ensuring positive interfaces onto the public realm; 7) providing support to sites of informality; 8) valuing and enhancing green open spaces; and 9) responding to the character and identity of an area (refer to Chapter 4.2).



Chapter 2: Considering urban design

Urban design is about making places, across the city, that are better and more accessible for everyone. Think of it as the guidebook for how cities should look, feel and function.

2.1 What is urban design?

Urban design is about the process of placemaking. It is rooted in cultural and social practice, time and space. It is through the application of design that the qualities of a place are transformed, given purpose, become relevant, and have meaning.

Urban design applies equally to the organisation of urban, rural, natural and cultural landscapes. It operates across scales, concerning itself as much with overall urban structure of the city as it does with the interface of individual buildings and the detailing of materials. It is as much about getting the small, individual instances of good design right, as it is about managing and guiding the processes of urban formation over time.

What distinguishes urban design from other development-related activities is that it seeks to introduce the creative process of spatial design into land development processes. It is focused on how the design process and the arrangement of built form can enhance the public environment, the interfaces of these environments and the layering between the public and the private realms, understood three dimensionally in space.

Urban design has been shown to add economic, social and environmental value (refer to Figure 03). Urban design is also concerned with the performance of the built environment. This performance is viewed in terms of access and mobility, context sensitivity, sustainability, appropriate density, walkability, access to public transit, services and amenities. Increasingly urban design is mindful of bioclimatic design, natural resource consumption, and social impacts such as equitable access to housing, jobs, public amenities and the 'right to the city'.

Urban design is not about the production of static solutions produced by a single person, designer or through masterplanning, nor is it about singular stylistic choices or preferences. It is instead a collaborative and fluid process undertaken by a range of role players, including public, private, formal and informal, professionals and non-professionals in response to real and perceived needs and opportunities that change over time. The outcomes of such design processes may lead to deliberate yet contrasting and equally valid spatial solutions.

Research suggests that good urban design adds value by increasing the economic viability of development and by delivering social and environmental benefits.

Good urban design adds economic value by:

- producing high returns on investments (good rental returns and enhanced capital values)
- placing developments above local competition at little cost
- responding to occupier demand
- helping to deliver more lettable area (higher densities)
- reducing management, maintenance, energy and security costs
- contributing to more contented and productive workforces
- supporting the 'life giving' mixed-use elements in developments
- creating an urban regeneration and place marketing dividend
- differentiating places and raising their prestige opening up investment opportunities, raising confidence in development opportunities and attracting grant monies
- reducing the cost to the public purse of rectifying urban design mistakes

And good design adds social and environmental value by

- creating well connected, inclusive and accessible new places
- delivering mixed-use environments with a broad range of facilities and amenities available to all
- delivering development sensitive to its context
- enhancing the sense of safety and security within and beyond developments
- returning inaccessible or run down areas and amenities to beneficial public use
- boosting civic pride and enhancing civic image
- creating more energy efficient and less polluting development
- revitalising urban heritage

Source: "The Value of Urban Design" A research project commissioned by CABI and DETR, 2002, https://www.designcouncil.org.uk/fileadmin/uploads/dc/Documents/the-value-of-urban-design_0.pdf, accessed 2023/12/22.

2.2 Urban Design Policy review

Since the approval of the City's Urban Design Policy (2013), an independent research and review process has been undertaken. This research project intended to assess whether the Urban Design Policy was relevant, effective, efficient, impactful and sustainable. It was found that the Policy has contributed to improved applications and development quality outcomes, and that there is merit in retaining the Policy to achieve the City's objectives of efficiency, sustainability, safety and transit-oriented development. The research identified the need to clarify, expand and update certain thematic areas. In light of this it was recommended that improved linkages be created between policy and legislation, and other associated statutory planning processes. The research simultaneously highlighted process-related improvements in terms of training, awareness, communication, promotion and 'going digital'. The research highlighted the fact that the Policy should inform the public and private sector.

The research calls for guidance on 'how' and 'where' to implement the Policy's objectives. Providing this supplementary guidance is intended to streamline processes and provide clarity and transparency for decision making (refer to Annexures).

It should be noted that urban design and policy, in general, cannot be considered to be the single answer for such a wide range of urban challenges.

In addition, the Policy should hold steadfast to the pursuit of promotion, enablement and facilitation through design based spatial solutions. The Policy in its inaugural iteration, and now in this revised and updated version, is not intended merely as a 'checklist' or to be used as a gate-keeping tool. Design remains a tool where negotiation and mitigation also contain the marks of positive outcomes.



Battery park, V&A Waterfront

Figure 03: Benefits and value of Urban Design

Chapter 3: Contextualising the Policy

Legislation, by-laws and policies exist across all levels of government. The Urban Design Policy forms part of this collection of documents. Understanding who it is meant for and where it fits among other documents is crucial for knowing how to use it effectively.

3.1 Strategic intent

The Urban Design Policy looks to align itself with broader legislation and policies which inform the development and growth of the city as a whole. As indicated in the diagram (refer to Figure 04), national legislation and policy sit as 'high-level' overarching informants with which the provincial ordinances, acts and policies align. These provincial ordinances, acts and policies inform the City's municipal by-laws and regulations which all City's spatial policies and regulations then draw from. Together with the City's Integrated Development Plan (IDP), these act as the driving force behind the Spatial Plans, the City's Zoning Scheme and all other spatial policy and regulations. These have a direct impact on the growth and development of the city.

The review of the Urban Design Policy is underpinned by the spatial development principles set out in the City's Municipal Spatial Development Framework (MSDF). The MSDF supports a spatial vision that aims to transform and integrate the city to better serve all residents, communities and businesses. These spatial strategies and policy guidelines in the MSDF are informed and aligned with the City's IDP, the principles of the Spatial Planning and Land Use Management Act, 2013 (Act no.16 of 2013) (SPLUMA) and the United Nations Sustainable Development Goals (SDGs) and targets.

The City's IDP (2022-2027) envisions a resilient city, that is more spatially integrated and inclusive, with a capable and collaborative city government. The overarching purpose of the IDP is to overcome poverty and enable economic growth. As a result, the City's IDP is reinforced by key strategies and frameworks, which include:

- The District Spatial Plans (2023)
- The Climate Change Strategy (2021)
- The Human Settlements Strategy (2021)
- The Integrated Economic Growth Strategy (IEGS)(2021)
- The Resilience Strategy(2019)
- The Water Strategy (2019)
- The Environmental Strategy (2017)
- Transit Oriented Development (TOD) (2016)
- The Social Development Strategy (2013)

SPLUMA covers five overarching principles including spatial justice, spatial sustainability, efficiency, spatial resilience and good administration, in recognition that development has the potential to change the way the city is structured, and can have an impact (positive or negative) on the collective, or public realm.

Collectively these spatial strategies and targets provide the Urban Design Policy direction by:

1. establishing a corporate spatial investment rationale, which informs the review of Sector Plans and lower-order Spatial Plans;
2. informing and directing infrastructure investment and maintenance approaches and project pipelines;
3. informing submissions and motivations for development proposals and applications from the public and private sectors;
4. directly affects the assessment of applications under delegation or via the Municipal Planning Tribunal.

The principles of good urban design apply across the different scales of planning and to all aspects of urban development. It is about 'understanding the bigger picture' and about 'getting the detail right'.

Good urban design principles, as contained in this Policy (refer to Chapter 4) are already embedded in the City's Municipal Spatial Development Framework (MSDF) and District Plans as underpinned by the MSDF's three key spatial strategies, with specific reference to Spatial Strategy 3: Building an inclusive, integrated vibrant and healthy city; Substrategy 3.1: Encourage integrated settlement patterns; Policy 24: Ensure land development contributes to the safety and healthy well-being for all; P24.3 Ensure land development contributes to placemaking by applying principles and guidelines of the City's Urban Design Policy and the Design and Management Guidelines for a Safer City as relevant considerations to decision making.

The purpose of this Urban Design Policy is to establish performance criteria to ensure that the City's spatial vision, as articulated in the MSDF, is realised. The City acknowledges that Cape Town consists of many different urban conditions. The policy objectives and policy statements therefore remain at the level of principle and must be applied, with discretion, as relevant to the context in which a development is located.

On this basis it should be clear that not all policy statements will apply to every development proposal. The application of any policy objective or policy statement will depend on the nature and scale of the development proposal, in addition to the sensitivity of the receiving context. Applicants and officials must apply their minds to the particular characteristics of the site, and nature of the proposal, and exercise discretion in the design or assessment of the proposal.

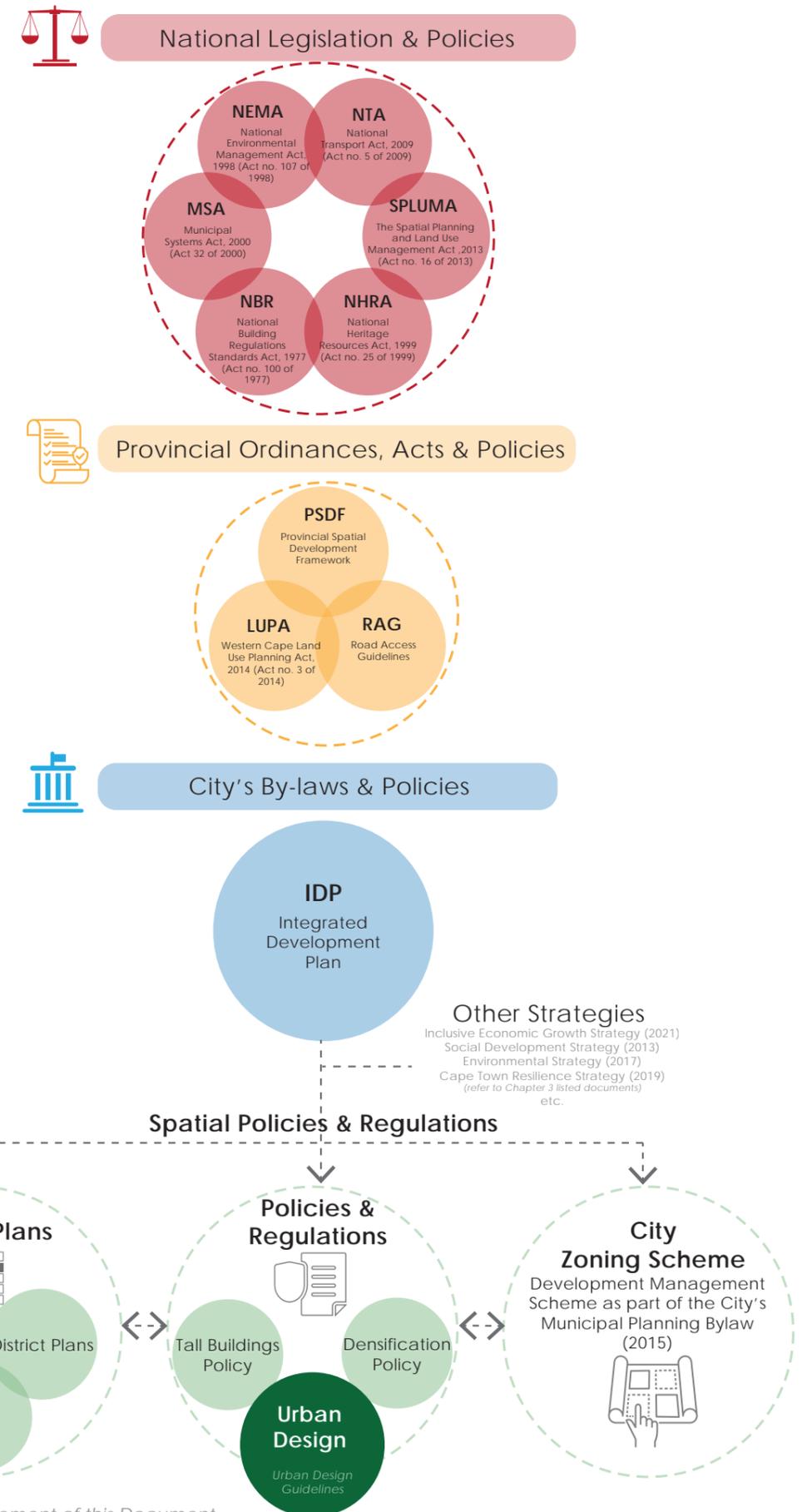


Figure 04: Legislative placement of this Document

3.2 How is the Policy used?

Creating quality places and spaces is the domain of all. Hence the Urban Design Policy looks to inform any built environment project or development proposal.

It is the City's duty to develop policies to guide and regulate development. Development applications are assessed against these policies through the land use planning and building plan approvals process. This authority is confirmed through Section 49(d) of the Provincial Land Use Planning Act, 2014 (Act no.3 of 2014)(LUPA); where a proposal must be assessed in terms of its desirability. It is also confirmed through Section 7 of the National Building Regulation and Standards Act, 1977 (Act no. 103 of 1997) which allows for the refusal of applications on certain grounds.

When the Urban Design Policy is triggered (refer to Chapter 1.3 and Figure 01 'Mandatory Policy Triggers'), demonstrating and achieving the desired outcomes is promoted. How the outcomes are achieved, in varying contexts, may require guidance and clarification. The City's Urban Design Guidelines (Annexure A) shall be a tool to provide guidance to officials, applicants and designers as to how the desired outcomes can be achieved in certain typological and contextual circumstances, where such clarity is required. The intention is that the Guidelines are agile so that they can be expanded incrementally or changed as required.

As a prospective applicant engaging at the pre application phase, this is critical to identifying relevant policy statements and objectives as set out by the City's Urban Design official or delegated official.

It is the applicant's responsibility to ensure that where parallel processes are required (in terms of other pieces of legislation), these are included with the motivation and that information is integrated as far as possible. This is to ensure that design considerations are made, in order to streamline all levels of commenting and approvals.

Prospective applicants who are considering projects to which the Policy would apply are strongly advised to engage with the City at an early stage in the pre-application phase.

Where applicants have not made use of the pre-application consultation (PAC), or where this is not required as per the MPB-L, applicants should still look to address the urban design objectives, raised in this policy document, and structure their motivation accordingly.

It is important to note that if an application is consistent with City Policy and Spatial Development Plans, this often leads to speedier approvals.

If an application is not deemed consistent with a policy or spatial planning policy, then the delegated official must refer the item for a decision to the Municipal Planning Tribunal (MPT). Therefore, the determination of consistency with a policy or spatial planning policy is an important step in the assessment process. It should also be noted that in terms of the hierarchy of plans that all other policies and by-laws of the City will take precedence over the provisions in guidelines.

3.3 Roles, role-players and stakeholders

This Policy is intended to describe and improve built environment performance, to make a liveable sustainable city for all. It is applicable to all types of city making, by all role-players, and equally all residents.

The Urban Design Policy has been written for three main purposes within the regulatory and institutional environment, as follows:

1. It will continue to be used primarily by the City's Planning and Building Development Management Department (PBDM) and the Environmental Management Department (EM) to facilitate their statutory development control functions. The powers and functions of these departments are captured in the system of delegations. All commenting departments including the Urban Planning and Design Department, will use the Policy to comment on applications in support of the functions of the regulatory departments.
2. It will be used as an enabling mechanism. The Policy should be used to give rise to sustainable urban environments by considering the manner in which urban design, with urban management, can inform urban development, in both a formal and an informal context.
3. It will be used to inform City projects, where the City is the developer. The project manager should use the Policy to inform sustainable urban environments, including related infrastructure.

In addition, residents and members of the public may also refer to this Policy when developing new ideas to expand a business, home or property. Members of the public may also wish to improve a local public space through joining a 'friends-of-a-park' group, or to improve a street and make it safer for children and residents etc. This Policy can be referenced and seeks to support these instances of city improvement.

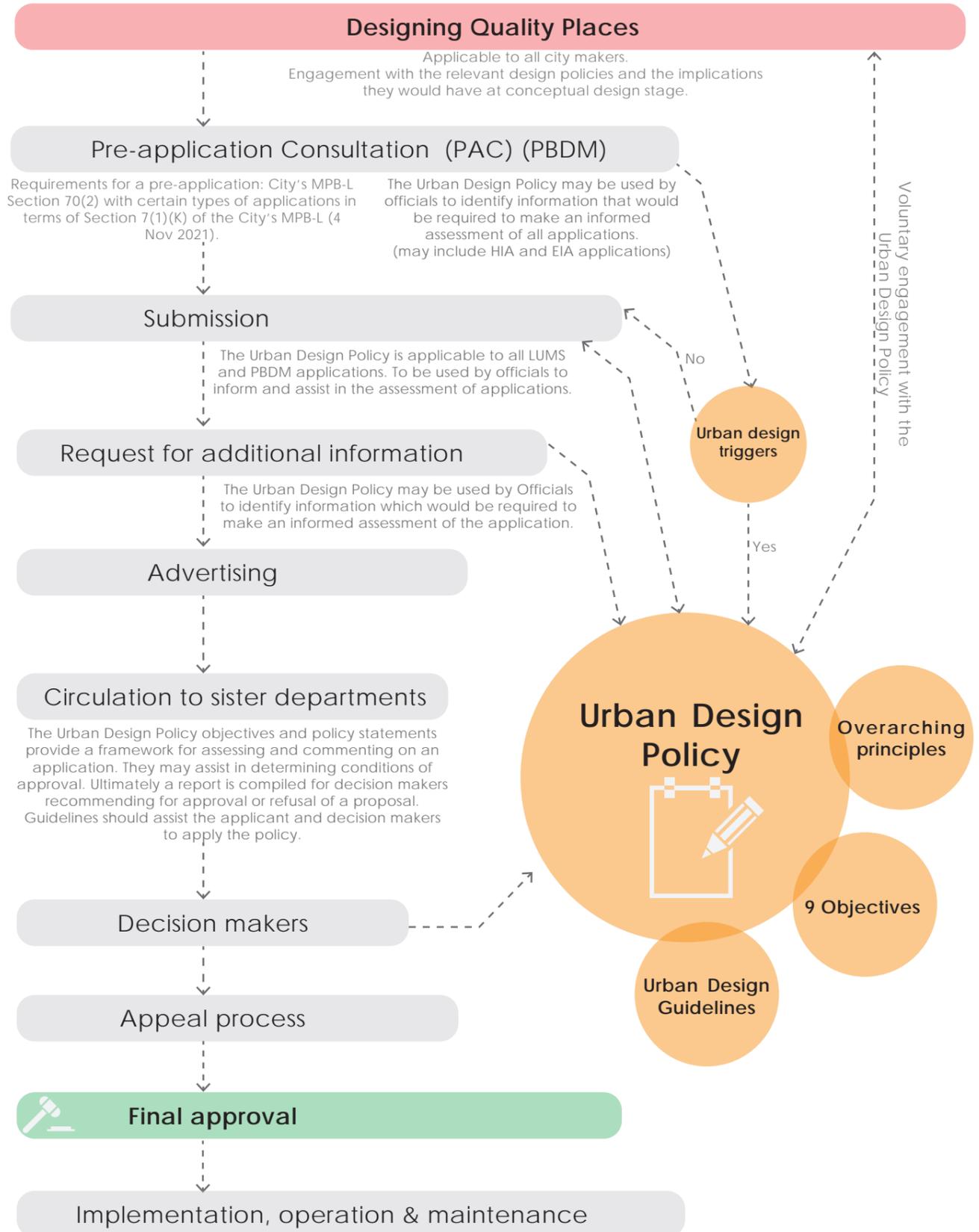


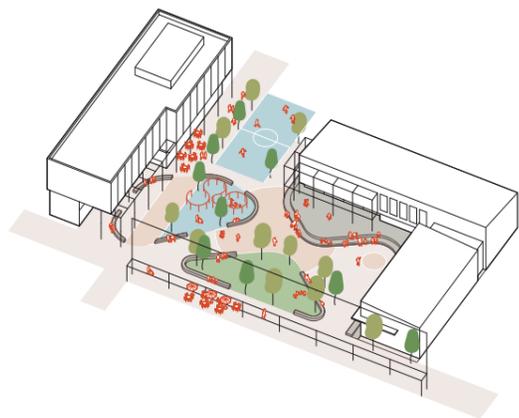
Figure 05: How is the Urban Design Policy used?

Chapter 4: Design principles & objectives

This Policy is driven by big design ideas that aim to make the city stronger and more connected, in line with the City's goals and plans. The following chapters form the building blocks of the Policy, shaping how urban design is approached.

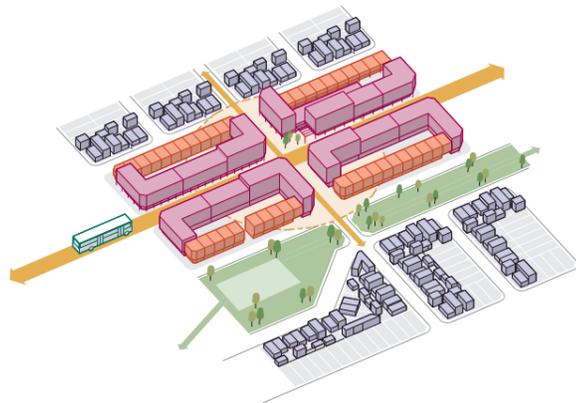
This Policy is guided by overarching design principles that aim to achieve a more resilient and spatially integrated city, that is aligned with the City's strategic objectives and IDP (refer to Chapter 3.1). Emerging from these fundamental principles are the nine policy objectives and their respective policy statements, all encompassed in this chapter.

4.1 Overarching design principles



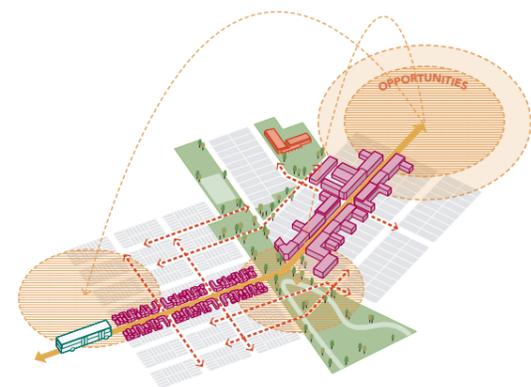
4.1.1 The greater public good

Cities are places where people come together to enjoy the benefits of living and working in close proximity to others. Through the arrangement of activities, built form and open space, urban development must ensure that these benefits are accessible to all and generate further opportunities for social and economic development. Sustainable development can result only when there is a goal to improve the environmental, social and economic situation. Whether driven by the public or private sector, the objective should always be to create a better city for all to benefit from and enjoy.



4.1.2 The 'whole' above the 'parts'

The city is made up of a multitude of components often with conflicting requirements and demands. In order to create a successful and well performing urban environment, the impacts on people requires consideration. It is essential to understand the performance of the whole and not the optimisation of the individual parts. Urban design seeks to provide a holistic understanding of city-making and takes a balanced approach to the requirements of the individual urban and landscape components, while prioritising the performance of the urban environment as a whole.



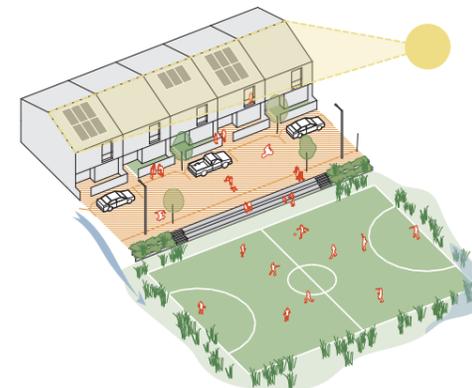
4.1.3 Integration and spatial transformation

The historic development of Cape Town, through the periods of colonialism and apartheid, has resulted in gross levels of spatial segregation and inequality. This has resulted in dormitory neighbourhoods removed from well-located land that is in close proximity to economic opportunities, transport nodes, and social facility support. A large proportion of residents do not have immediate access to the required basic goods and services. This legacy of segregated development remains entrenched in the fabric of the city and needs to be actively transformed through design, to create a more equitable city.



4.1.4 Identity, context and placemaking

Cape Town has a unique context and identity, shaped by its social, cultural, economic and physical landscape. This is being altered throughout time, through independent actors and design decisions. Design proposals should respond appropriately to this unique landscape by recognising the context and identity of place. Good placemaking recognises the differences between people and practices, by creating places that are inclusive, accommodate the needs of citizens, and enhance the urban experience. Places should be created in a way that positively respond and contribute to the unique identity and context of the immediate and broader urban landscape.



4.1.5 Urban resilience, sustainability and climate adaptation

To create sustainable urban environments, social, cultural, natural resources, and economic conditions need to be carefully considered throughout the design process. This is in alignment with the Sustainable Development Goals (SDGs), specifically SDG Goal 11: Sustainable, Cities and Communities. Balancing economic, social and environmental imperatives in development is critical to improving the well-being and livelihoods of people. Development should positively contribute to the urban environment by protecting resources and creating dignified urban environments for people, for current and future generations.



4.1.6 Intensity, diversity and adaptability

Stimulating, enjoyable and convenient quality places, meet a variety of demands from the widest possible range of users, and social groups. These quality places integrate different building forms, uses, tenures and densities. Mono-functional developments (residential, industrial, business, retail, leisure, office or science parks), are clusters of low-density facilities that in recent years have formed drive-in estates cut-off from their surroundings. They remain one of the most problematic challenges for city and policy makers concerned with creating integrated mixed developments. At a detail level, building street frontage and width, also have an impact on overall flexibility and resilience of the city neighbourhood or street. Fine-grained environments can be seen as more resilient as they tend to have diverse ownership, low cost of entry, more destinations within walking distance and greater resistance to negative larger scaled building typologies.

OBJECTIVE 1

Ensure legible spatial structure

Spatial structure refers to the organisation of space and urban activities to create legible places and neighbourhoods experienced at varying scales. This includes, urban, natural and green infrastructure systems, which structure the city as a whole. Spatial structure lays the foundation for unique identity and the character of a place, its functionality, performance and connectedness. In our context, spatial structure has been used as a divisive tool; developments should therefore bridge these divides with the objective of contributing positively to the spatial structure of the city.

PS 1.1 When compiling development proposals, the logic of the underlying spatial structure should be analysed and communicated in a clear, rational and well-articulated manner.

PS 1.2 Proposals should demonstrate how a development responds and contributes positively to its surrounding context and neighbourhood scale.

PS 1.3 Address spatial, economic and social segregation and ensure that integration and inclusivity is achieved or improved through development. Development proposals should avoid creating or reinforcing spatial barriers.

PS 1.4 When laying out large scale developments ensure that nodal development is located along higher order routes in order to reinforce the spatial structure.

PS 1.5 Ensure that public facilities and amenities are clustered together in a node and are easily accessible.

PS 1.6 The location and design of utility services and infrastructure must be considered at the preliminary stages of the design process.

PS 1.7 Ensure that natural and green infrastructural elements and systems are considered upfront so that they become a positive informative component of the spatial structure.

PS 1.8 When starting a design process, consider, understand and work in harmony with the topography, drainage patterns, and ecosystems.

PS 1.9 When starting a design process, consider how a proposal contributes to and enhances the imageability of the city, as perceived by the public, at varying scales.

PS1.10 When starting a design process, consider the presence of trees, especially mature and significant ones, and how they can be protected and integrated into the design layout. Consider how the proposal enhances the city's tree canopy cover at a site, street, precinct and neighbourhood scale.

Related policies and information

- The Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) (SPLUMA)
- Cape Town Metropolitan Spatial Development Framework (MSDF), (2023)
- District Spatial Development Frameworks and Environmental Management Frameworks (DSDF-EMF),(2023)
- Road Access Guidelines, (2012)
- Catchment Management Plans, (2009)
- City of Cape Town Environmental Strategy, (2017)
- CSIR Guidelines for Human Settlement Planning and Design,2007
- Guidelines and Standards for the Planning of City of Cape Town Social Facilities and Recreational Spaces (4th revision), (2020)
- Transit Oriented Development Strategic Framework, (2016)
- Directives for the Planning, Design and Implementation of Human Settlement Projects in Cape Town, (2016)



OBJECTIVE 2

Create good quality open space through placemaking

Quality open spaces are places of social exchange, retreat, reflection, relaxation and recreation that contribute to the health and well-being of city residents, workers, and visitors. These spaces play an important role in supporting biodiversity and instilling a sense of belonging, in addition to building resilience and adapting to climate change. It is critical to ensure that the public realm is of a high quality, is adequate, and is generous, as these are the environments that people use and experience collectively on a daily basis. The quality of the public realm is determined by how well the open space and its respective interfaces are designed, built, maintained and activated.

PS 2.1 Open spaces should always be designed and developed intentionally, ensuring co-creation with public stakeholders. Open space provision should not be solely residual or left over space. They should be scaled and configured to fulfil the functions and needs for which they are planned. Open spaces should also form part of a broader system and hierarchy of spaces.

PS 2.2 Wherever possible open spaces should be associated with land uses that have active frontage.

PS 2.3 Open space should be designed in order to be versatile and allow for temporary economic activity in the form of trading, markets, urban agriculture, food-growing and events. This will enable communities to fully utilise these spaces and make them sustainable for the long term.

PS 2.4 Design open space to integrate different types of use including active and passive recreation, green infrastructure services, livelihood opportunities, urban agriculture, foodgrowing, trading, artwork and temporary art activations.

PS 2.5 Arrange buildings or erven so that the rear or back of a development does not face onto the public realm (streets or open spaces), unless there is certainty that the buildings will be designed to provide a positive interface onto the space.

PS 2.6 Consider post implementation maintenance and management requirements throughout the design process.

PS 2.7 Design and detail open spaces, and the elements that make up open spaces, to be robust and durable.

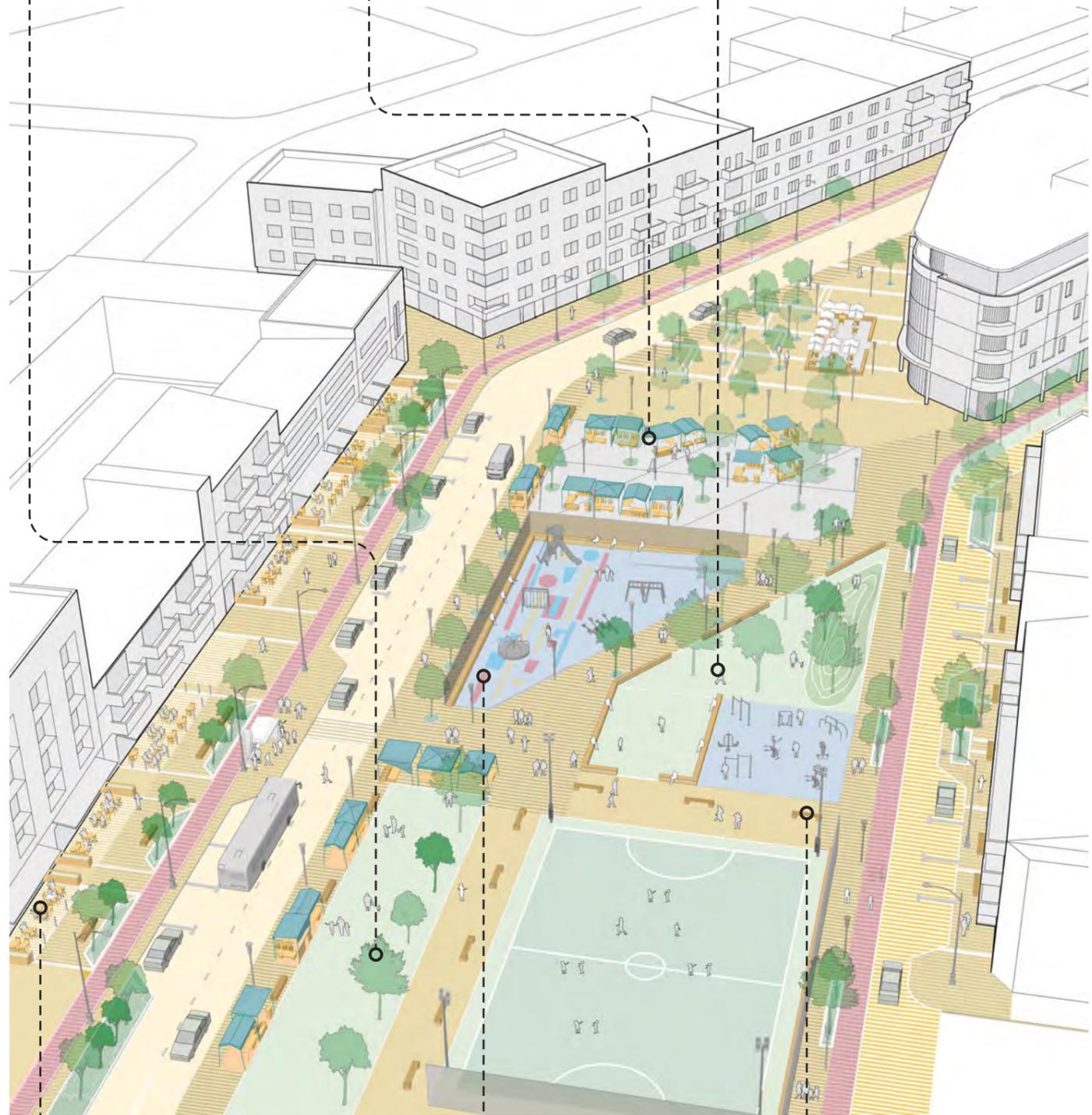
PS 2.8 Open space should be well planted with appropriate trees to increase canopy cover, especially in built up environments. Consider how the effect of seasons and time affect these trees and the implications that this has on the built environment they support.

PS 2.9 When planning and installing, both underground and above ground utilities and services, cognisance should be taken of pedestrian routes, universal access, sight lines, functional spaces and aesthetic considerations.

Open space should be well planted with appropriate trees to increase canopy cover, especially in built up environments

Open space should be designed to be versatile in order to allow temporary economic activity in the form of trading, markets and events

Open spaces should be designed and developed intentionally. It should not be residual or left over space but should be scaled and configured to fulfil the functions and needs for which it is planned



Wherever possible open spaces should be associated with land uses that have active frontage

Use open space to integrate different types of uses. These should include active and passive recreation, green infrastructure services, artwork and trading

Design and detail open spaces to be robust and durable

Related policies and information

- Boundary Walls and Fences Policy, (2009)& DMS (s136b)
- Development Management and Information Guideline Series – Booklet 8 Landscape Plans, (2018 Series)
- Climate Change Strategy, (2021)
- Floodplain and River Corridor Management Policy, (2009)
- Green Infrastructure Programme, Urban Watercourses, (2022)
- Green Infrastructure Programme, Best Practice Guidelines: Trees, (2020)

OBJECTIVE 3

Contribute to the creation of healthy and safe communities

People's quality of life is dependent on their environment. Developments and the urban environment should contribute to the increased safety, sense of stability and general well-being of communities. Developments should build resilience and therefore reduce exposure to natural and human-induced environmental hazards, such as heat, flooding, fire, pollution, climate risks and resource shortages. Places should be designed to promote safe and secure environments. Where levels of safety are increased and where the occurrences of vandalism are reduced, criminal and violent activities are more difficult to commit, and perpetrators of crime are easier to identify.

PS 3.1 Increase passive surveillance and safety in the public realm by optimising visual connections and ensuring adequate lighting. This will contribute to the reduction of vandalism, and anti-social and violent activities.

PS 3.2 Ensure that all people can safely and comfortably traverse physical barriers - including railway lines, busy roads and intersections, with universal access being given priority.

PS 3.3 Infrastructure should be designed to ensure personal safety while offering accessibility and a diverse choice of routes.

PS 3.4 Mono-functional infrastructure, such as isolated stormwater facilities, bridges and underpasses that remove pedestrians from the street, should be avoided. Where deemed necessary, infrastructure should be integrated into the surrounding receiving context and should be designed for multi-purpose functions.

PS 3.5 Consider natural and human induced environmental hazards such as climate change. Avoid locating new development in rivers, wetlands, floodplains, storm surge areas and other hazardous areas as described in relevant spatial policy. Consciously organise space and activities to reduce risks to people, particularly the vulnerable.

PS 3.6 Provide quality green, functional open spaces (such as squares, playgrounds, parks, active recreation facilities and spaces for urban agriculture) in order to create and support healthier communities.

PS 3.7 Developments should ensure the health and well-being of individuals by creating liveable environments, inclusive of a quality public realm and open spaces, that meet their needs.

PS 3.8 Tree canopy cover is an important consideration for climate change resilience. Development proposals should be designed so as to retain existing trees, and improve tree canopy cover in a site, street, precinct and neighbourhood.

Do not locate new development in rivers and floodplains, storm surge areas, and other hazardous areas. Consciously organise space and activities to reduce risks to people, particularly the vulnerable

Ensure that all people can safely and comfortably traverse physical barriers

Provide quality green, functional open spaces in order to create healthier communities

Consider risks such as climate change and environmental hazards



Balconies and windows should be provided to ensure passive surveillance of public spaces and streets

Infrastructure should be integrated into the surrounding receiving context and should be designed for multi-purpose functions

Ensure the health and well-being of individuals by creating liveable environments, inclusive of quality public realm functions

Ensure adequate and appropriate lighting in order to increase passive surveillance and safety within the public realm

Related policies and information

- Design and Management Guidelines for a Safer City, (2015)
- Violence Prevention through Urban Upgrading (VPUU), Safety Principles, (2009)
- Gated Development Policy, (2007)
- Boundary Walls and Fences Policy, (2009) & DMS(s136b).
- Standards and guidelines for Roads & Stormwater, version 3.0, (2022)
- The Neighbourhood Planning and Design Guide (Red Book) Creating Sustainable Human Settlements, (2019)
- Urban Forest Policy, (2023)

OBJECTIVE 4

Design streets as positive public space

In order to create a people-centred, liveable city, streets and squares should be multifunctional spaces that form an integral part of the city's public realm. This should be considered as part of, and in parallel to an accessible urban mobility and non-motorised transport (NMT) hierarchy and network. These well-designed public spaces help to create a neighbourhood's 'sense of place', while assisting with accessibility and connectivity. These spaces should promote a safe community and social, cultural and commercial activities.

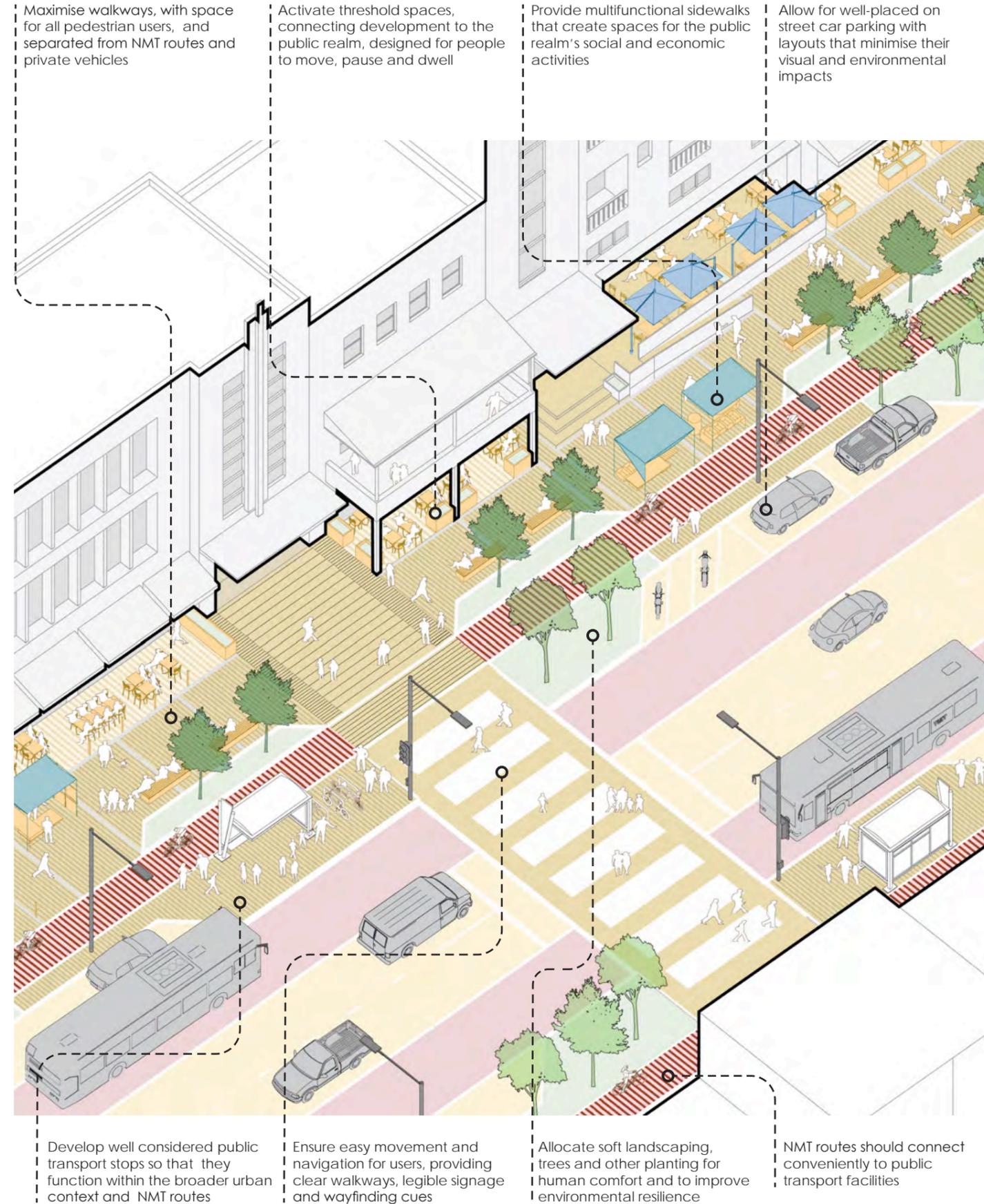


- PS 4.1** Aim to create people-centric streets that offer positive experiences for all users, as opposed to streets being dominated by private vehicles.
- PS 4.2** Streets should be multifunctional spaces that form an integral part of the city's public realm. These spaces should be secure, safe and promote social, cultural and economic activities that support urban life.
- PS 4.3** Design streets to ensure human comfort and to contribute to the City's broader goals for a resilient city that can adapt to climate change. This may include tree planting, landscaping and SUDS (Sustainable Urban Drainage Systems) where space permits.
- PS 4.4** Respect existing desire lines to facilitate pedestrian movement through developments in order to contribute towards a walkable city.
- PS 4.5** Consider how development proposals, which include generators of movement, can affect the way people traverse, pause and dwell in an area, and design accordingly.
- PS 4.6** Ensure easy navigation along non-motorised transport (NMT) routes by all users. Use visual cues to assist wayfinding and avoid placing obstacles in the walkways and at crossings, which hinder ease of movement.

- PS 4.7** Design for non-motorised transport (NMT), active mobility and micromobility facilities from the early stages of the design process with end users in mind, especially where there is high pedestrian activity such as around schools, public facilities, shopping centres, public transport interchanges (PTI's) and urban nodes.
- PS 4.8** Car parking facilities must be located so that they offer convenient access, but not in a way that detracts from a positive public realm where the amenity of the streetscape, pedestrian safety and cycle lanes are compromised. Car parking facilities should not compromise the streetscape or pedestrian safety and convenience.
- PS 4.9** Design the placement, layout, scale and materials of car parking to minimise the impact of negative environmental and visual factors.
- PS 4.10** Landscape parking areas to be attractive. Use parking areas as multifunctional spaces where possible.
- PS 4.11** Provide for temporary stopping, such as for e-hailing services, lift clubbing or public transport drop-off/pick-up facilities, in development proposals.
- PS 4.12** Streets may form important connectors to green corridors. Where this is the case, reinforce the green component through tree planting and landscaping, where space permits.

Related policies and information

- Applicable District Spatial Development Plans, (2023)
- Comprehensive Integrated Transport Plan 2023-2028
- NMT Policy and Strategy, (2014)
- Parking Strategy and Policy Framework, (2020)
- Road Access Guidelines, (2012)
- National Waste Management Strategy, (2011)
- Transit Oriented Development Strategic Framework, (2016)
- Integrated Public Transport Network Plan IPTN, (2032)
- Cycling Strategy for The City of Cape Town, (2017)
- Parking Policy For The City of Cape Town, (2020)



Objective 4

Objective 4

OBJECTIVE 5

Promote intensity, diversity and adaptability of uses

Positive development attracts a diverse range of people and the intensity of use that they bring. Aspire to design places that can be used for multiple activities, now and into the future. These locations play a pivotal role in cultivating cultural, spatial, physical, and socio-economic diversity. These places contribute to the success of a development and the performance of the city.

- PS 5.1** Cluster complementary uses to encourage diverse activity. Consider the relationships between the different uses and the way they can support one another.
- PS 5.2** Provide sufficient quality facilities and amenity value to accommodate the anticipated population density.
- PS 5.3** Place nodes of activity so that they are easily accessible. Consider the receiving context and neighbourhood.
- PS 5.4** Consider the needs of current and future users, neighbours and the surrounding community throughout the design process.
- PS 5.5** Orientate streets, urban blocks, plots and buildings to ensure that development proposals respond positively to the local climatic conditions (sun, rain and wind patterns).
- PS 5.6** Ensure that development proposals respond positively to the micro climate, with reference to sun, rain and wind, in order to promote user comfort, reduce energy consumption and reduce the negative impact on neighbours.

- PS 5.7** Locate the servicing operations of any development in order to minimise any detrimental impacts on the public realm and environment. This includes but is not limited to the positioning of underground services, overhead services, sub-stations, plant rooms, refuse rooms, stormwater systems, operational infrastructure, delivery facilities and storage.
- PS 5.8** Consider the entire lifecycle of a development. Future development potential should not be curtailed when phasing a development or developing incrementally.
- PS 5.9** Design for the adaptability of uses over time. Dimensions should accommodate flexibility of use, ensuring positive interfaces are possible in future.
- PS 5.10** Design and manage spaces to encourage a diverse mix of uses, users, and activity, over an extended period of time. This seeks to create buildings and places that are active for a longer period during the day and night, where deemed appropriate.
- PS 5.11** Consider temporary and interim uses on vacant land that has been identified for future development, to mitigate negative impacts on the surrounding area.



Related policies and information

- Cape Town Densification Policy, (2012)
- Development Management and Information Guideline Series – Booklet Landscape Plans, (2018 Series)
- Guidelines and Standards for the Planning of City of Cape Town Social Facilities and Recreational Spaces (4th revision), 2020
- Tall Building Policy, (2013)

OBJECTIVE 6

Ensure positive interfaces onto the public realm

The creation of positive interfaces is fundamental to the way that people experience the city and is therefore central to good placemaking. Positive interfaces between buildings and the public realm have a huge impact on the success of the public environment. Appropriate scale, urban grain, massing and the interface of the built form play an important role in creating the quality of the public realm.

PS 6.1 Locate buildings so that they have a positive relationship and interface with the public realm (street or open space). This can be achieved through active uses, greening and overlooking features.

PS 6.2 Consider the proposed development's relationship to the existing adjacent building and surrounding interfaces, setbacks and streetscape.

PS 6.3 Developments should be wrapped with active uses that front onto the public realm, to ensure a positive interface.

PS 6.4 Design the interfaces of buildings with as many overlooking features onto the public realm as possible. Ensure appropriate glazing and fenestration that allows for a direct visual connection.

PS 6.5 Consider the transition from the public to the private realm. Use devices such as stoeps, canopies, awnings, colonnades and landscaping to assist with achieving visual permeability and privacy.

PS 6.6 Blank façades and structured parking fronting onto the street or public realm should be avoided especially on the first two levels or storeys of the building. This is measured from street level, or the existing ground level, when adjacent to the public realm.

PS 6.7 Boundary treatment facing onto the public realm (walls, fences and vegetation) are an interface. As a result, they should be visually permeable and have a positive relationship with the public realm.

PS 6.8 Interfaces of buildings should be designed to maximise the comfort of pedestrians. Design informants that should be considered include passive surveillance, activation, pedestrian scale of the built form and weather protection.

PS 6.9 Design the edges of open space so that they define the public realm.

PS 6.10 Ensure sufficient lighting along building interfaces for security and wayfinding.



Design the interfaces of buildings with as many overlooking features onto the public realm as possible

Ensure sufficient lighting along building interfaces for security and way finding

Consider the transition from public to private realm

Interfaces of buildings should be designed to maximise the comfort of pedestrians

Design and articulate the interface between the public and private realms

Locate buildings so that they have a positive relationship with the public realm (street or open space)

Related policies and information

- Cape Town Spatial Development Framework (MSDF) (2023)
- Tall Building Policy, (2012)
- Design Guidelines For A Heritage Context - City of Cape Town Heritage Advice Pamphlet, (2009 series)
- Gated Development Policy, (2007)

OBJECTIVE 7

Provide support to sites of informality

Informality is an integral part of our urban environment, which has particular implications for urban development. Informality and sites of informality have an interdependent relationship with the formal economy. Urban development should acknowledge and support the role that informality plays in our city and for its residents, recognising that the informal sector supports many food insecure households. Public and private investment is key to developing a city that accommodates the needs of the informal sector. This objective therefore seeks to support informality through making appropriate design provision that enables the improvement of lives and livelihoods.

PS 7.1 Invest in the public realm by responding proactively to informality. Consider the ways the site is used on a daily basis – for example survey, map and respond to existing dwellings, routes/desire lines, NMT facilities, trees, social infrastructure and traders.

PS 7.2 Accommodate existing movement routes and trading areas (where appropriate). Identify future opportunities for economically appropriate trading areas. Provide public infrastructure, facilities and amenity value, that respond to existing and emerging patterns.

PS 7.3 When designing in areas and sites of informality, prioritise public health and safety measures. This is particularly important in and around informal settlements and where informal trade occurs.

PS 7.4 Upgrade the public realm and infrastructure to mitigate the impact of natural, and human induced environmental hazards, within human settlements.

PS 7.5 Ensure adequate access for emergency services, regular fire breaks and sufficient space between dwellings to limit the impact of disasters.

PS 7.6 Provide and maintain good public lighting.

PS 7.7 Promote sustainable livelihoods by enabling economic opportunities.

PS 7.8 Create sustainable strategies to coordinate programmes so that spaces and buildings are used optimally.

PS 7.9 Create platforms for community involvement to determine the functional needs of their urban space, adopting a user centred design approach.

PS 7.10 Plan for micro enterprises and informal traders around higher order activity generators which attract high levels of pedestrian traffic. These include but are not limited to urban nodes, business nodes, public institutions, public facilities and amenities, transport interchanges and retail shopping centres.

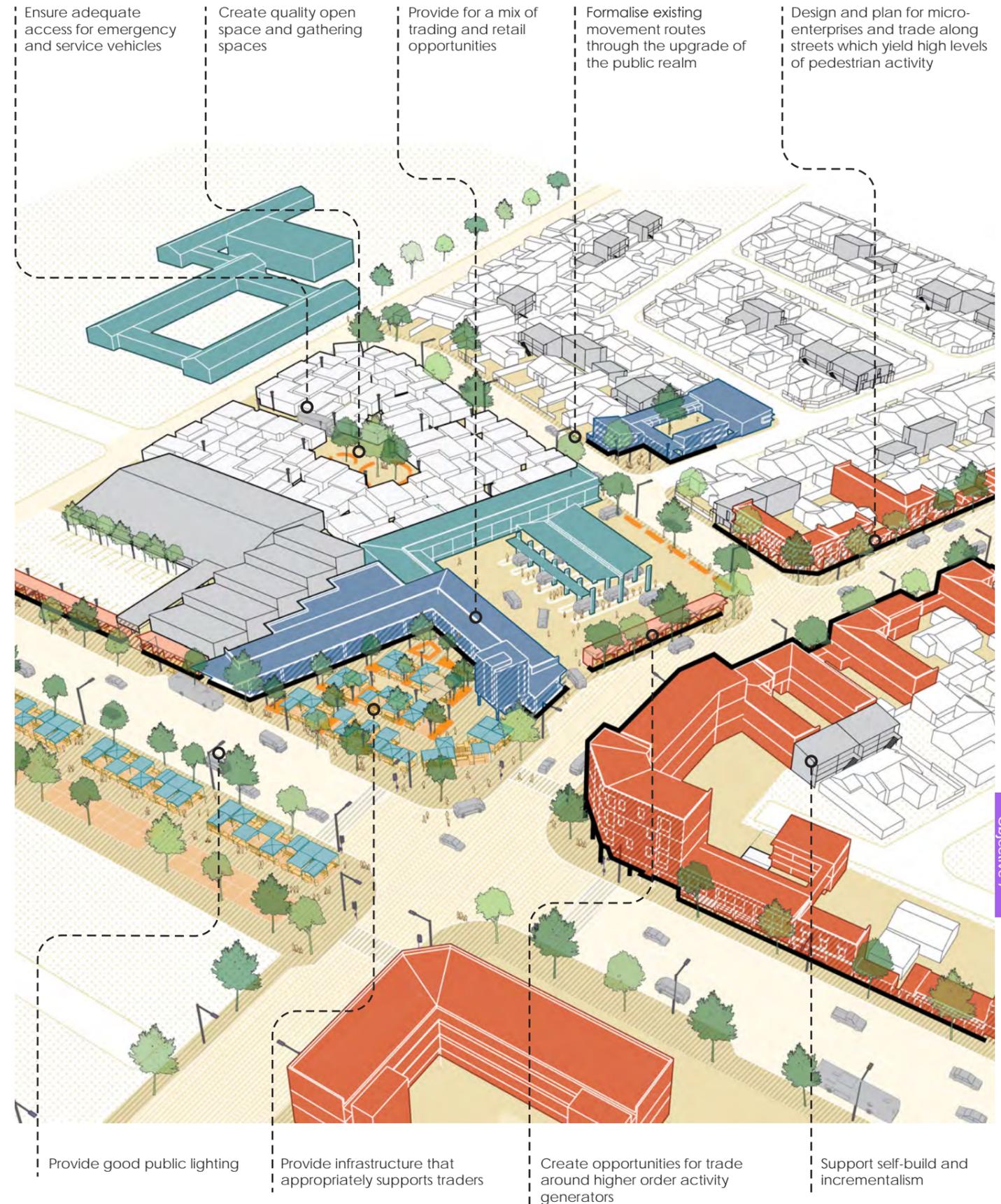
PS 7.11 Provide for a mix of trading and retail opportunities at identified locations. Consider and enable the potential growth of entrepreneurs.

PS 7.12 Design for, and support incrementalism and self-build, in a way that empowers residents to contribute positively to their neighbourhood.

Related policies and information

- Informal Trading By-law, (2009)
- Informal Trading Policy, (2013)
- Human Settlements Strategy, (2021)

- City's Municipal Planning By-law, (2015)



OBJECTIVE 8

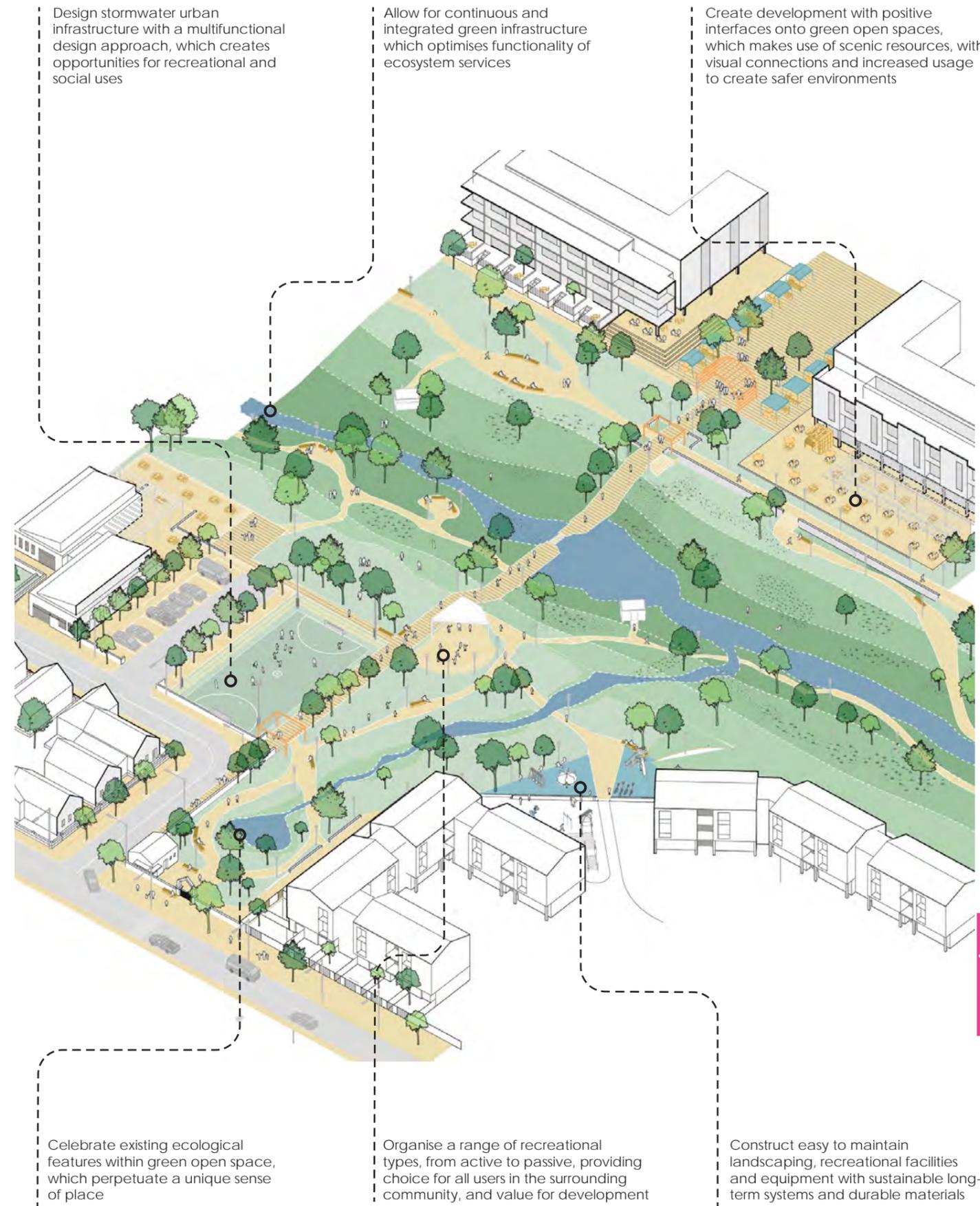
Value and enhance green open spaces

Green open spaces are invaluable resources to the city and the broader public. Urban built form, with its associated human activities often has an impact on nature. It is therefore important that development is sustainable, while respecting, protecting and enhancing the surrounding natural environment. Development should focus on creating positive relationships and opportunities with the wider natural environment. Green open spaces must be accessible and safe, and should be positive recreational, social, educational and conservation resources for communities.



- PS 8.1** Development should have an appropriate relationship to adjacent green open spaces and environmentally sensitive areas. Ensure positive interfaces and connections to these areas to increase usage, visual surveillance and reduce antisocial behaviour.
- PS 8.2** Retain, enhance, protect and incorporate existing ecological features where appropriate. This includes but is not limited to trees, rocky outcrops, wetlands and riverine habitats, aquifers, ground water, top soil and plants used for medicine or food.
- PS 8.3** Ensure the continuity and integration of the city's green infrastructure network and optimise the opportunities it presents.
- PS 8.4** Provide high quality, safe and multifunctional green open spaces that add value to a development and cultural landscape. These spaces should serve both recreational infrastructure and vital ecosystem services.
- PS 8.5** Consider the impact of infrastructure services on the environment and green open spaces. Conceptualise how infrastructure services, for example SUDS (Sustainable Urban Drainage Systems), soft engineering solutions, and green open spaces can complement one another throughout the design process.

- PS 8.6** Design infrastructure services to maximise their environmental and green open space benefits. Consider alternative designs that enable multifunctionality of urban infrastructure to reduce the development's impact on the environment, and provide social, ecological and aesthetic value.
- PS 8.7** Ensure that the maintenance and management of green open spaces are considered during the design stages, with long-term sustainability and durability being paramount.
- PS 8.8** Minimise hard surfaces and promote permeable surfaces that replenish ground water and reduce stormwater run-off, where appropriate.



Related policies and information

- Stormwater Management Planning and Design Guidelines for New Developments, (2002)
- Stormwater Management of Slopes Adjacent to Natural Areas, (2003)
- Green Infrastructure Programme, Best Practice Guidelines: Urban Watercourses, (2022).
- Management of Urban Stormwater Impact Policy, (2009)
- Floodplain and River Corridor Management Policy, (2009)
- Green Building Guidelines, (2008)
- Green Infrastructure Programme, Best Practice Guidelines: Trees, (2020)
- Urban Forest Policy, (2023)

OBJECTIVE 9

Respond to the character and identity of an area

The qualities that come together to give a place a particular character or identity are what distinguish one part of the city from another. This character or 'sense-of-place', is influenced by natural features, land use, landmarks, heritage structures and built form as well as layered, intangible qualities such as cultural practice and memory. These qualities need to be acknowledged, protected and enhanced through sensitive design.

PS 9.1 Identify the character of the immediate and surrounding context, including built form, streetscape characteristics, setting and natural features, which should inform the design response.

PS 9.2 Consider the city's structural hierarchy, existing built form and landscape patterns, and how a proposal responds to these informants. Consider a site's role in its context. Express a clear organisational concept for development proposals.

PS 9.3 Development proposals should respond appropriately to their context and take into account the orientation and siting of buildings, interface, scale, massing, urban grain, and rhythm, as well as architectural articulation and typical design elements of the receiving context.

PS 9.4 Respect heritage resources and cultural landscapes of the city. Consider the visual impact of development. Design buildings and open spaces that respect cultural and heritage resources and environments, cultural landscape, natural features, view corridors and landmarks.

PS 9.5 In existing fine-grained urban, residential and mixed-use environments, avoid inappropriate subdivisions or consolidations, which will result in a built form that is out of keeping with the existing pattern and receiving context.

PS 9.6 Development proposals should be designed in a way that respects intangible cultural heritage and acknowledges memory, the social history of a place, important spatial relationships and everyday cultural practices of any affected community.

Identify the character and grain of the immediate and surrounding context to inform the design response

Proposals should respond appropriately to its receiving environment

Take into account the scale, massing, rhythms of existing architectural styles and typical design elements of the surrounding context



Respond to structural hierarchy, and consider: visual impact; orientation and siting of buildings; scale; massing and rhythm of the proposal built form

Note typical elements of the surrounding context: Interface with existing environment

Identify the character of the immediate and surrounding context to inform the design response; e.g. Highstreet/ activity street

Related policies and information

- Scenic Drive Policy, (2002)
- Environmental Strategy, (2017)
- City of Cape Town's Heritage Advice Pamphlet series, (2005)
- Outdoor Advertising By-law, (2013)
- Tall Building Policy, (2013)
- Sky Bridges Policy, (2012)
- Cultural Heritage Strategy, (2005)
- Applicable District Spatial Development Plans, (2023)
- Cape Town Densification Policy, (2012)

Chapter 5: Monitoring, evaluation & review

This section focuses on the City's process for evaluating the Policy's effectiveness and pinpointing areas that require review. Is the Policy achieving its intended goals, and where can it be strengthened?

5.1 Desired outcomes

Understanding what are we aiming for?

The Policy has four desired outcomes.

1. The Policy seeks to introduce and enable urban design thinking into the planning and preparation of development proposals. An evidence-based mode of practice is recommended, through which development proposals are unpacked as a logical series of design decisions, during which the requirements of the applicant are fulfilled and the public realm is improved. Ultimately, when a development proposal is clearly presented, well-motivated and communicated as the conclusion of a considered design process, it can be easily understood and assessed by officials and decision makers.
2. The Policy assists in informing desirability by providing a transparent framework of urban design principles and objectives against which development applications will be assessed. Rather than prescribe a rigid set of design rules that could stifle creativity and potentially undermine development, the Policy sets out the most fundamental urban design objectives that proposals should comply with. The Policy focuses specifically on those criteria that have a potential impact on the public environment and more specifically the interface conditions between the public and the private realms.
3. The Policy's principles, objectives, statements and guidelines, together form a basis upon which applicants are invited to engage with the City in the early pre-application phase. During the pre-application consultation (PAC)(Section 70 of the MPB-L) , applicants may be advised on how their proposals should be developed and packaged to meet the City's requirements. A prospective applicant can contact the relevant District Office to speak to a City Urban Design official to assist in policy interpretation and design implications.
4. The Policy should lead to tangible outcomes that improve built environment functionality and performance, and improve the public realm, through the various phases of implementation. The Policy aims to create functional, safe, environmentally sustainable, resilient, culturally vibrant, economically viable and socially equitable places and spaces. It is envisioned that sound design principles embedded within the overarching principles, policy objectives and policy statements, and unpacked through guidelines, will give rise to this intention.

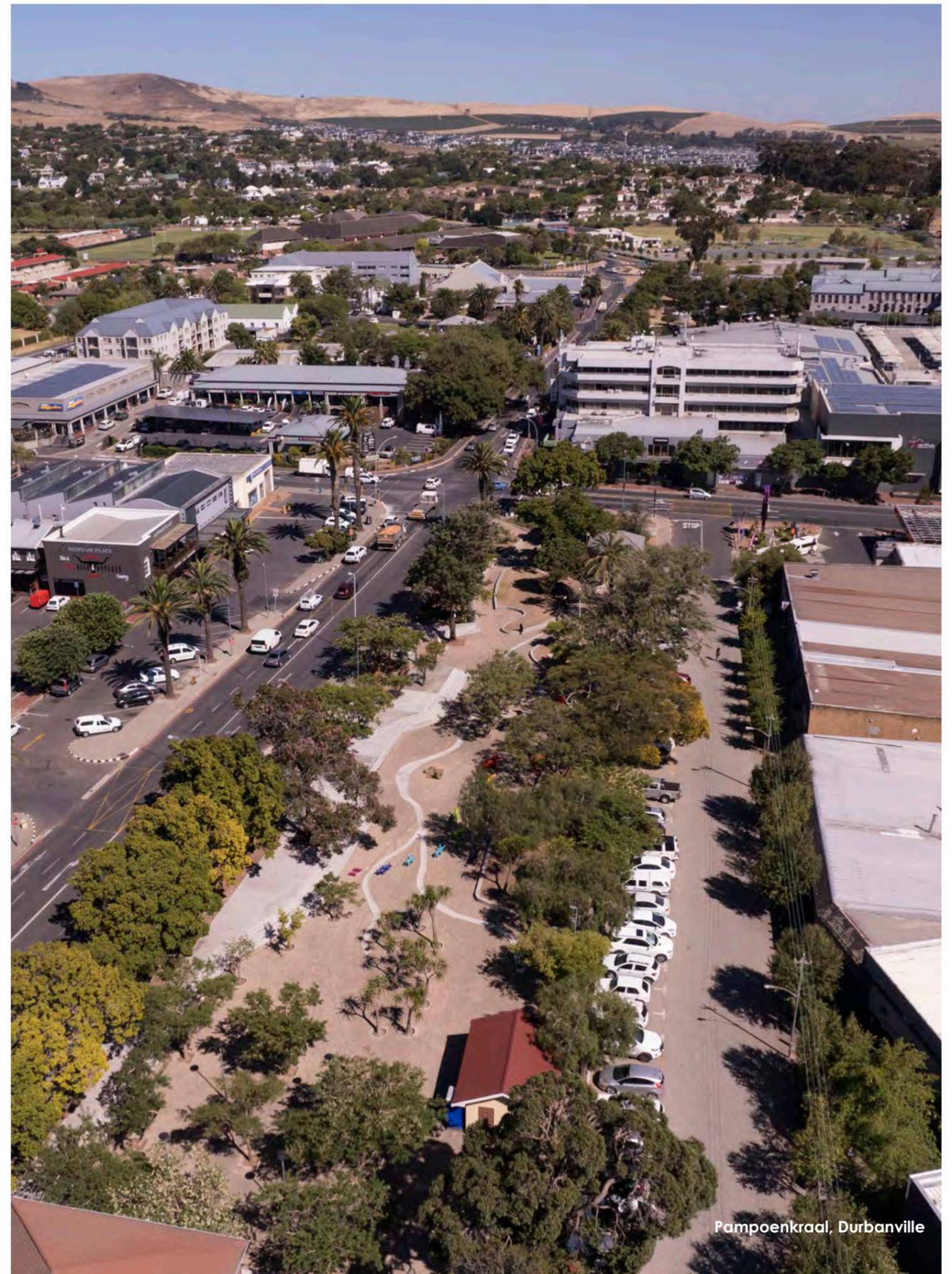
5.2 Policy evaluation, monitoring and review

It is proposed that the Policy substance (objectives and statements) will be reviewed periodically in order to ensure that they are relevant, respond appropriately to development trends and align with the goals and objectives of the Integrated Development Plan.

The following process and steps are put forward:

1. Implement a system for ongoing monitoring and evaluation: Develop and use the outcomes and process evaluation matrix to evaluate, and score constructed projects. Projects evaluated should not be limited to those, which were influenced by the application of the Policy. The evaluation should include a wide range of projects, in different receiving environments and comprising different types of development, so that this can inform future statutory planning, regulatory review and Policy amendments.
2. Once the revised Policy is adopted, create an updated outcome and process evaluation matrix for the new Policy and continue with ongoing monitoring and evaluation.
3. Process data from the ongoing monitoring and evaluation process to inform future reviews of the Policy.
4. Undertake annual monitoring and evaluations (e.g. 'satisfaction surveys' targeting different groups including but not limited to end-users, developers, City officials, etc.) in order to gauge perceptions of completed projects where the Policy has been applied.
5. Undertake an annual analysis of City data (e.g. from the Development Application Management System (DAMS)) on aspects such as perceived delays in applications where the Policy was triggered in comparison to other applications.

The operational mechanisms for implementation of Policy may be determined, reviewed and amended by the Executive Director: Spatial Planning and Environment (SPE). The operational mechanisms are supplementary to the Policy and contained in the Annexures.



Pampoenkraal, Durbanville

5.3 The effectiveness of the Policy in facilitating the approvals processes

The effectiveness of the Policy in facilitating the approvals process, from a procedural perspective, will be measured against an outcomes and process evaluation, with emphasis on both efficiency and maintaining implementation, including adherence to the Policy's objectives.

5.4 The effectiveness of the Policy in improving quality and urban environment performance

As urban development processes take time to materialise, the impact of the Policy will become evident only after developments have been built and are occupied. Qualitative assessments are also complex and difficult to undertake due to the subjective tendency of this type of assessment.

The effectiveness of the Policy in achieving this goal will therefore need to be measured through a range of mechanisms including the following:

1. Independent or expert panels
2. Benchmarking and indicators
3. Post implementation evaluation and case studies



Chapter 6: Definitions & terms

The definitions and terms section has been formulated to align with spatial planning policy and the City's key strategies. Where terms are not defined in spatial planning policy, references are made to global and local precedent in the built environment industry. All terms and references are described in relation to their physical spatial implications for design. Some ideas may not be universally understood and where this is the case, terms are elaborated.

Accessibility

The degree to which a site, building, service, urban block or environment is accessible to people, irrespective of who they are or how they move. (Also refer to Pedestrian shed.)

Active frontage/ interface (positive interface)

Refers to street frontages where there is an active visual engagement between those in the street and public realm and those on the ground floor (first storey) of buildings. This quality is assisted where the front facade of buildings, including the main entrance faces and opens towards the street, and also where the ground floor (first storey) uses accommodate activities that provide a level of interaction between pedestrians and the building uses, including cafés/ restaurants, shops, offices and predominantly habitable spaces.

Explanatory notes: An active frontage or positive interface typically should be 75 -100% of the street interface, depending on the location. Active frontages and interfaces are not limited to the ground floor (first storey) but equally important for all street and public realm facing levels, prioritising the base, also called the podium, of a building (usually including the second and third storey, up to and including the eighth storey). (Also refer to the Tall Building Policy). Positive interface with the street or public realm will be in relation to the street level or existing ground level, where applicable. Avoid high, solid boundary walls for sites which overlook the public realm. Stilted buildings with parking or open garages on the ground floor level (first storey), or utility and plant rooms, are not considered active functions, and should be minimised on street interfaces. In addition, for residential settings, or intermediate areas with residential urban fabric, and local neighbourhood shops or offices, active frontage should include a combination of the following: clear fenestration, habitable space, front stoep, porch, balcony, as well as direct pedestrian street access to increase activation. (Also refer to Positive interface.)

Active use

(Refer to Active frontage/interface.)

Active mobility

(Refer to Non-motorised transport.)

Adaptability

The capacity of a building or space to be changed so as to respond to changing social, technological and economic and environmental conditions.

Blank façade

An elevation of a building that has no door or window openings or has opaque spandrel panels.

Built form

The shape and massing of development. Built form relates to qualities such as density or quantum of development (often referred to as massing), coverage (how much of the site is built up), building height, and the distance from property lines.

Canopy cover

The term is referred to in relation to tree canopy cover. The term 'canopy cover' refers to the upper layer or habitat zone formed by mature tree crowns. It includes the extent of the outer layer of leaves of an individual tree or group of trees.

Explanatory note:

Trees, especially mature trees, are significant in the urban fabric and landscape as they provide amenity value for properties, streets and neighbourhoods. Trees are especially significant if they are street trees or form part of an avenue, grouping or cluster. Trees add to a sense of place, can have landmark qualities and their benefits are many including climate adaptation and resilience. The protection of trees aligns with numerous City strategies, policies, by-laws and guidelines, as cross-referenced in Chapter 3.1 and under related policies and information, as captured as footnotes in Chapter 4.2. These speak to the retention of existing trees as well as the enhancement of the tree canopy cover. It is important to recognise trees for their special contribution to the city's landscape, and in preserving this asset, the City strives towards net zero canopy cover loss. Owners of land, with trees, especially protected, significant or mature trees, are encouraged to carefully consider these trees during the design process.

Co-create (co-creation)

The term originated in the business and management sector, and has been adopted in the fields of architecture and urban planning. The term describes working intentionally with others to create something jointly, in either the public or private sector or both. It is the collaboration between multiple actors, built environment professionals, clients, investors, developers, local administration, and communities. This way of working does not undermine professional responsibility.

Explanatory notes: The advantages of co-creation can foster new knowledge production, social cohesion, and a sense of co-ownership, which is sometimes implicit, explicit or temporal.

Community facility

This is a building or structure that houses a service to the public or a select group or community. Such facilities include crèches, religious institutions and clubs, and community centres. Full public access to such facilities is often restricted or limited. (Also refer to Public facilities and amenities.)

Complete streets

Complete streets is a design approach that advocates for a shift in focus from road design for cars, to an overall mobility and access network for all users. The approach ensures that the social, economic and environmental priorities are integrated into street planning and design. Complete streets are designed to enable safe, convenient and comfortable access and movement for all users. This includes people who walk, bicycle, take public transport or drive, and people of varying ages and levels of ability. Complete street design considers multiple users in the road reserve and sidewalks, for example, trading, cafés, street furniture, trees, utilities, stormwater management, and many other uses. (Also refer to Woonerf.)

Context

This is the broader environment in which a development or site is located. Context is a broad term and can refer to natural systems, topography, the social and economic environment, the built environment, access, public institutions, public space, and public utility services. In addition, in design terms, the receiving context may also include the development lifecycle of a site or area (e.g. greenfield, infill, regeneration) as defined in the City's spatial planning policies.

Cultural landscape

This includes sites, areas, places, settlements and urban and rural landscapes of historical significance, vistas and scenic beauty and places of spiritual, cultural and historic significance. The term refers to a physical area with natural features and elements modified by human activity and resulting in patterns of evidence layered over time in the landscape. These qualities give a place distinctive spatial, historical, aesthetic, symbolic and memorable character.

Desire line

A desire line is an imaginary line linking facilities or places. Desire lines become evident when watching people move through an area and often visible through informal footpaths across open spaces.

Diversity

Diversity means a place that offers variety and choice in terms of land use activity and mobility options. The term also extends to the cultural, spatial, physical and socio-economic diversity of a place. (Also refer to Intensity-of-use.)

Ecosystem services

Ecosystem services are the many and varied benefits to people derived from the natural environment and from healthy ecosystems. They include provisioning (e.g. food and water supply), regulating (e.g. flood control), supporting (e.g. habitat provision) and cultural (e.g. recreation) services. Ecosystem services have a spatial and qualitative implication in the design process.

Enclosure

This is an experience in which a pedestrian feels sheltered in the public realm. Buildings, walls, trees, landscaping and street widths are all factors in creating a sense of enclosure. Typically, enclosure is expressed in a height-to-width ratio and relative to context and setting.

Fine grained

(Refer to Urban grain.)

Form

Form is the layout (structure and urban grain), density, scale (height and massing), appearance (materials and details) and landscape of development.

Green infrastructure & Green Infrastructure Network

Green infrastructure (GI) can be defined as a strategically planned, designed, and managed network of natural, semi natural open space systems and 'engineered' ecological systems, with other environmental features that integrate with the built environment, to provide a wide range of ecological, community and infrastructure services.

Explanatory notes: Green infrastructure provides services and functions in the same way as conventional infrastructure. (Also refer to Green Infrastructure Programme (GIP) and Green Infrastructure Network (GIN) as defined within spatial planning policy) Green Infrastructure (GI) provides ecosystem services and can be present from large scale naturally functioning systems to small scale urban elements (e.g. trees or a bioswale in a development). GI can help to assist with the amelioration of urban development impacts. GI assets form an interconnected network in the urban environment. In addition, urban agriculture is a valid use of vacant and underutilised land that can transform small land parcels and provide for social, economic and ecological benefits.

Green open space

Green open spaces fall within a green open space network, within the Green Infrastructure Network. (Also refer to Green infrastructure and Open space.)

Hard engineering

Hard engineering is considered a more conventional approach to infrastructure provision. Hard engineering typically involves the construction of solid, tangible structures that are designed to control and shape natural processes.

Health & well-being (also healthy communities)

The urban environment shapes human health and well-being. Research shows that design can affect the physical, mental and social well-being of communities. According to the World Health Organisation's 'Urban Design for Health (2022)', non-communicable diseases are a major cause of death and disability around the world. The design of our urban environments can limit people's ability to be active in daily life and can limit access to, and the availability of, healthy food options.

Explanatory note: General health and well-being issues for example, air quality, noise pollution, physical activity and mental health, can be influenced by design. By creating walkable cities and through quality placemaking these aspects of health and well-being can be positively affected. One such way is through healthy streets (refer to Complete streets). These spaces reduce emissions, through vegetation and reduced cars, and create a sense of place that influences mental health through possibilities for social connection.

Heritage area (environments)

In the context of this Policy, the term is used interchangeably with heritage environments. Heritage areas may be a designated area of special architectural historic, social, symbolic, aesthetic/scenic character, which is protected by legislative mechanisms either at a provincial or local level, for example defined in existing or proposed Heritage Protection Overlay Zones (MPB-L). In addition, the term may include historic landscapes, and streetscapes. The setting and surroundings in which a heritage resource is situated, and which influences the experience of the resource, would also be included in a heritage area.

Higher order structuring route

Activity routes, streets and structuring routes, including associated strip development, play a critical role in determining the structure of the urban environment. The following are characteristics of structuring routes: high levels of spatial continuity and access; a concentration of mixed land uses and activities; higher order public facilities; development being denser; and an intensity in the movement of people, goods, public transport and private vehicles. These tend to have higher levels of friction due to the concentration of activity.

Human settlements

The term 'human settlements' refers to the totality of human community whether a city, town or a village, with social, material, organisational, spiritual and cultural elements that sustains it (definition as per Human Settlements Strategy, adopted from UN Habitat).

Incrementalism

This is the building of a city where urbanisation is not perceived as a final product but as a continuous process rooted in citizen experience and engagement. This approach to urban development recognises the interconnectedness of place, experience and engagement. As a result, it challenges conventional city plans and processes, which are often shaped and controlled by larger projects. Hence incrementalism in its essence can be defined as gradualism. (After Kingat 2013, referenced in Isandla Institute (isandla.org.za), accessed 2023/12/10)

Informality (sites of)

Informality is a vital part of our urban environment. Referencing the City's Human Settlements Strategy, informality is defined as housing expansion that has not followed formal compliance steps such as building plan submission, obtaining zoning permission, adhering to building guidelines etc. In addition the term can refer to self-build techniques and incrementalism (refer to separate definition) From a trading perspective, this can be informal and refers to street vendors, traders, market gardens etc., by way of example. Informal trading in the City is a permitted system for trading in designated areas, governed by the Informal Trading By-law.

Explanatory notes: Sites of informality have an interdependent relationship with the formal economy and function throughout the formal city. This Policy seeks to support informality through making appropriate design provisions. Some placemaking and citizen-led initiatives are temporal and can be informal.

Infrastructure services

(Refer to Green infrastructure.)

Intangible cultural heritage

This includes the practices, representations, expressions, knowledge and skills – as well as the instruments, objects, artefacts and cultural spaces associated with them – that communities, groups and, in some cases, individuals, recognise as part of their cultural heritage. For purposes of this Policy, intangible cultural heritage may have spatial and therefore design considerations for organising and structuring of a development proposal.

Integration

This is the spatial and functional linking of areas of development and their inhabitants. Integrated areas form a coherent physical whole where, in liveability terms, the whole is greater than the sum of its parts.

Intensity (intensity-of-use)

This term is used interchangeably with 'intensity-of-use'. Intensity refers to achieving a greater spectrum of mixed land uses through increased use of space, both horizontally and vertically, in existing areas, properties and new developments. Appropriate active land uses at street level is important for intensity-of-use.

Imageability

The means the capacity of a place (city, node, district etc.) to evoke a mental representation ('image') of itself in the minds of those who experience that place.

Landmark

This is a building or structure, landscape feature or element that is recognisable and stands out from its background by virtue of height, size or some other aspect of design or unique characteristic.

Landscaped

The intentional arrangement of soft (trees, planting and vegetation) and hard elements in a space.

Layout

The way that buildings, urban blocks, routes and open spaces are placed in relation to each other.

Legibility /Legible

The degree to which the qualities or structure of a neighbourhood, urban block or building can be perceived and understood.

Massing

The combined effect of the arrangement, volume and shape of a building or group of buildings in relation to other buildings and spaces.

Mature tree

Referring to the Urban Forest Policy (2023) as a reference, a mature tree by definition is any tree whether located on public or private land, that has reached a desired size or age for its intended use, completed its natural development or growth and has well-developed tree canopy cover.

Micromobility

Although not yet universally defined, the term has been used to describe a range of small, lightweight vehicles operating at speeds typically below 25 km/h and driven by users personally. Micromobility devices include bicycles, e-bikes, electric scooters, electric skateboards, shared bicycle fleets and electric pedal

assisted bicycles.

Node (nodal development)

Nodes can be defined as a clustering of higher intensity (i.e. diversity and intensity-of-use) land uses that are concentrated at points of maximum accessibility (either through public or private transport), exposure, convenience and opportunity. The role and function that a node fulfils varies according to hierarchy and purpose e.g. the neighbourhood centre/ local/ district/metropolitan/ emerging nodes context would determine the designation in terms of its hierarchy and scale in terms of the City's spatial policy.

Explanatory notes: The clustering of civic facilities is also underpinned by this nodal approach which creates opportunities for multi-use and should result in efficiencies. A node generally has a sphere of influence, and pedestrian shed of between 200 - 400m from its centre and 500-800m in larger nodes, as defined in spatial policy.

Non-motorised transport (NMT)

NMT is a form of active mobility that consists of human-powered forms of travel such as walking, cycling, skating, roller-blading, users of rickshaws, shopping trolleys, manual wheelchairs and prams. The definition is extended to include forms of transportation that do not rely on battery and fuel combustion driven mechanisms to be propelled. Universal access takes into consideration the needs of all users including those with special needs, the elderly, learners, those using wheelchairs and prams etc. The term is also referred to as active mobility (AM) which includes pedal assisted e-bikes, kick-scooters, and skateboards.

Open space

The term includes a wide spectrum of open space that may be publicly or privately owned or managed (privately owned public open space (POPOS)). Open space refers to hard space, including squares, plazas, road reserves, and soft green spaces, such as parks or conservation areas, areas used for active and passive recreation, and livelihood opportunities such as allotment areas, community gardens, small-scale farming and food-growing. Structuring open space includes institutional spaces, sports clubs and schools or university campuses, natural assets and green open spaces that support ecosystem services (ES). Cemeteries, detention ponds, servitudes, river corridors and road reserves, are also included. Structuring open space promotes access to open space, for active and passive recreation to promote the notion of a linked open space system.

Overhang

This is a part of a building or structure that extends beyond its supporting structure or over a property boundary. Examples include balconies, and roof eaves.

Overlooking/ Overlooked

This is when a building has doors and windows, and balconies positioned in such a manner that they allow the occupants inside a building to visually connect with the spaces outside of that building.

Passive surveillance

This means the casual observance of public and private areas by people in the course of their normal activities.

Pedestrian shed

A pedestrian shed (ped shed) defines the pedestrian catchment of a location related to the walking distance to or from a destination, rather than a radius from a centre point. It is the area encompassed by the walking distance from a local community asset, for example a school, town or neighbourhood centre, public transport hub or other public asset.

Permeability

This is the degree to which an area has a variety of pleasant, convenient and safe routes through it. Permeability allows for a functional urban and neighbourhood structure. An interconnected street layout provides a choice of routes, allowing people and goods to move efficiently. Layouts of streets and urban blocks should provide for reasonable walking distances to activity nodes, centres and public transport. (Refer to Pedestrian shed and Urban block.)

Placemaking

Placemaking refers to a collaborative process by which we can shape our public realm in order to maximise shared value. More than just promoting better urban design, placemaking facilitates creative patterns of use, sometimes temporary, paying particular attention to the physical, cultural, and social identities that define a place and support its ongoing evolution. An effective placemaking process capitalises on a local community's assets, inspiration, and potential, and it results in the creation of quality public spaces that contribute to people's health, happiness, and well-being.

Positive interface

(Refer to Active frontage/ interface).

Public facilities and amenities

A public facility is a building or space that is owned,

built, managed and maintained by a governmental institution or which provides a service on behalf of government. It is a building, structure or space that houses or provides a service, or a social programme, to the public or a select group or a community. Such facilities include schools, clinics, hospitals, parks, the city hall, courthouses, libraries, ECD/ crèches, recreational facilities and clubs, religious and government institutions and ablutions. Full public access to such facilities can sometimes be restricted or limited. (Also refer to Community facilities.)

Public good

This means the condition in which all citizens are able to enjoy the benefits of urban living to the extent that each individual's actions does not lead to a subtraction or diminishment of any other individual's or group's ability to act or enjoy the same benefits.

Public realm

This term means the collection of physical and non-physical elements that are accessible or have an impact on the general public. Some aspects of the public realm are privately owned and managed. The public realm includes among others all forms of media, open spaces and streets.

Public space

The public space and open space includes the natural and built environment used by the general public on a day-to-day basis such as streets, plazas and parks. Public spaces are places that are publicly owned or for public use, accessible and enjoyable by all for free and without a profit motive. This definition favours public ownership. There are varying typologies of public spaces including, streets, open public spaces, public facilities and amenities, and markets. (Also refer to Open space, Public realm, and Public facilities and amenities.)

Receiving context

The definition follows as per 'Context', with an emphasis on the development lifecycle of a site or area (e.g. greenfield, infill, regeneration), as well as accounting for the forward spatial planning vision of a site or area, as defined in the City's spatial planning policies.

Regeneration of a site

Regeneration is used in conjunction with the term 'development', which is used interchangeably with 'land development' as defined within the by-law. Regeneration, in the context of this Policy, broadens the definition beyond land use change, and includes applications that have a spatial and character implication, for example, infill development, adaptive reuse and landscape and interface-related changes.

Resilience

The capacity of social, economic and environmental systems to cope with a hazardous event, trend or disturbance, responding or reorganising in ways that maintain their essential function, identity and structure while also maintaining the capacity for adaptation, learning and transformation.

Sense-of-Place

A sense-of-place involves creating somewhere that is recognisably distinct but simultaneously strengthens local identity. A sense-of-place includes built form, landscape, streetscape, and utilities. These should be designed in response to the local context.

Significant loss

This may relate to heritage or environmental resources. In relation to trees, in a city with low canopy cover, this would be the removal of 20-30% tree canopy cover in a development proposal. Removing champion, special and mature trees, as defined in the Urban Forest Policy 2023, and other applicable legislation, would be seen as a significant loss.

Significant negative impact

In relation to development, this is when a proposal has the potential to negatively affect the structure of a neighbourhood or part of the city; detrimentally alter the character of a neighbourhood; cause undue inconvenience for public access; limit adjacent property owners' ability to enjoy or realise the rights they are entitled to; or undermine the market value of adjacent properties of a neighbourhood as a whole. A significant negative impact can also relate to a significant loss of a resource. (Also refer to Significant Loss.)

Significant tree

Referring to the Urban Forest Policy (2023) as a reference; a significant tree by definition is a tree that is considered exceptional in terms of cultural, historical, scientific or aesthetic value.

Soft engineering

Soft engineering, also referred to as green engineering, is the use of ecological principles, practices and natural materials to mimic natural systems in the provision of infrastructure e.g. artificial or managed wetlands or dune systems (also known as green engineering). Soft engineering can provide qualitative spatial benefits to open space and the public realm.

Spatial Planning Policy

Spatial plans are prepared by different spheres of government and are legally obliged to align and respond to the entrenched spatial patterns that

continue to worsen social inequality and economic inefficiencies in urban and rural South Africa. Spatial plans are required to unlock development potential and inform infrastructure investment and prioritisation by coordinating the efforts and resources of different state agencies and sectors as well as the private sector. The Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013), via the MPB-L, dictates the City's spatial planning, land use, building and enforcement processes, and has established a single, consolidated Development Management Scheme (DMS). The Integrated Development Plan (IDP) sets the tone and governance framework for a political term of office. The Metropolitan Spatial Development Framework (MSDF) supports these efforts. In addition, the City has eight approved District Plans (Integrated District Spatial Development Frameworks and Environmental Management Frameworks – DSDFs and EMFs) that are medium term plans (±10 years), one for each of the respective districts. These apply the development vision, policy objectives and guidelines, and development priorities of the City's Municipal Spatial Development Framework at a district and sub-district scale, as well as Local Area Spatial Development Frameworks (LSDFs).

Spatial structure (spatial hierarchy)

Spatial structure and urban structure are often used interchangeably, although spatial structure covers a broader metropolitan area. Spatial structure and hierarchy refer to the organisation of space to create legible places and neighbourhoods. This includes, urban, natural and green infrastructure systems, which structure the city as a whole. Spatial structure lays the foundation for the unique identity and character of a place. Structuring elements provide structure or form to urban development (e.g. a main road provides structure to which land uses and activities respond). In our context, spatial structure has been used as a divisive tool; therefore developments should bridge these divides with the objective of contributing positively to the spatial structure of the city. (Also refer to Urban structure.)

Streetscape

This is the distinguishing character of a particular street as created by the elements at ground floor (first storey) and the second storey, all the way up to eight storeys. Streetscape includes building frontages, setbacks, definitive articulation of materials, form, street space, landscaping, street furniture, enclosure, and roofscape articulation. (Also refer to Enclosure.)

Surveillance

The ability of a person or thing to observe and control activities in a defined space.

Explanatory notes: Surveillance may be achieved passively by providing physical opportunities to connect a surveyor to a space; or through active or artificial means through CCTV or law enforcement patrols.

Sustainable/Sustainability

Sustainability means a dynamic process in which individuals, communities and society are enabled to reach their full potential, maximise their quality of life and meet their economic, social, and cultural needs, while simultaneously protecting, enhancing and managing the natural environment and optimising the economic benefits of ecosystem goods and services. This occurs through a framework of good governance and considered decision making that ensures that these assets, their current functions and their future potential are not eroded.

Sustainable urban drainage systems (SUDS)

A branch of Water Sensitive Urban Design (WSUD) that focuses specifically on stormwater management. The following specific SUDS objectives include improving quality of stormwater runoff, controlling quantity and rate of stormwater runoff and encouraging natural groundwater recharge. SUDS, in design terms, can provide a positive qualitative placemaking benefit to open space and the public realm.

Tree canopy cover (Refer to Canopy cover.)

Urban block

Urban blocks can be defined as the space in the street pattern of a city that is subdivided into even for human settlement. Regardless of the composition, an urban block is the basic unit of a city's urban fabric and plays an important role in mediating between the public and private spheres.

When setting out urban blocks, or consolidating a part or whole of an urban block, permeability and appropriate walking distances (pedestrian shed) to public amenities, centres, nodes and transport hubs are to be maintained and/or improved.

Explanatory notes: In our city, generally an urban block could have a length of 60-90m. The minimum block depth varies. For example in a desirable metropolitan, district node, which requires above ground structured parking, a 30m minimum block depth is required, to ensure active edges. In suburban nodes, the block depth should be proportioned for possible future subdivision to allow for back-to-back development that can accommodate public access on all sides overtime, therefore 40m minimum block depth may be required. Urban block ratios are location specific and therefore should be motivated adequately.

Urban grain

This is a description of the density and nature of

development that results from the arrangement of buildings in space. The term is used at a variety of scales and can refer to the density of urban block, street, plot or building footprints and frontages.

Explanatory notes: Urban grain is referred to in terms of fine and coarse grain. Fine grained environments are often referenced in relation to the opposite, which are called coarse grained environments. Fine-grained urban environments tend to have diverse ownership, low cost of entry, more destinations within walking distance and greater resistance to negative larger scaled building typologies and consolidations.

Urban structure

This is the structuring framework of a region, town, neighbourhood or precinct, demonstrating relationships between topography, natural environments, activities, built form and open space. It encompasses broader systems including transport and infrastructure networks. Urban structure comprises the overall topography and land division of an urban area. It is the pattern and scale which blocks, lots and public spaces are configured to, as well as the arrangement and layout of the movement network. Whether at the scale of the city, town, neighbourhood, precinct or large development site, the term describes the interrelationship between all elements of urban structure, rather than their individual characteristics that together make a place. Urban structure includes the location and types of activity centres, public transport nodes and corridors, block and street size, and depth and width.

Vibrant

This implies a place that is characterised by energy and activity.

Water Sensitive Urban Design (WSUD)

This is an approach which seeks to ensure that development in urban areas is holistically planned, designed, constructed and maintained so as to reduce negative impacts on the natural water cycle and protect aquatic ecosystems. In urban design policy, WSUD emphasises the qualitative placemaking aspects of a sustainable water supply, sanitation and stormwater management within the public realm. Increasingly the terms 'water-sensitive urban design' and 'water-sensitive cities' are used interchangeably, although the former refers to process, and the latter refers to the desired outcome.

Wayfinding

After Kevin Lynch's *Image of The City*(1960),the term wayfinding has been used in the context of architecture, urban planning and design to refer to the user experience, orientation and navigation in the built environment, using visual and sensory cues. In addition, these design elements, contribute to a sense-of-place, showcase an area's unique history and contribute to placemaking.

Well-being

(Refer to Health and well-being.)

Woonerf

Translated as 'living streets', the term has its origins in the Netherlands in the 1960s, and defines streets where motorised traffic within demarcated woonerf zones are limited to a walking speed. The concept is similar to 'complete streets'; however, the woonerf emphasises the street as a social place. The design

allows for cars to slow down, encouraging children to play safely, and social interactions on a human scale. The woonerf is not a fully pedestrianised street but one where multiple users and cars coexist. Although models vary, the defining characteristics are the lack of continuous curbs, low speed limits, and traffic-calming strategies.

6.1 Acronyms and abbreviations

City	The City of Cape Town, a municipality established by the City of Cape Town Establishment Notice No. 479 of 22 September 2000, issued in terms of the Local Government: Municipal Structures Act, 1998 (Act no. 117 of 1998,) or any structure or employee of the City acting in terms of delegated authority
CTMSDF	Cape Town Municipal Spatial Development Framework
DSDF	District Spatial Development Framework
ECD	Early Childhood Development
HSS	Human Settlements Strategy
IDP	Integrated Development Plan of the City of Cape Town
IEGS	Integrated Economic Growth Strategy
LSDF	Local Area Spatial Development Framework
LUMS	Land Use Management System
LUPA	Land Use Planning Act
NEMA	National Environmental Management Act, 1998 (Act no. 107 of 1998)
NHRA	National Heritage Resources Act, 1999 (Act no. 25 of 1999)
NMT	Non-motorised transport
PBDM	Planning and Building Development Management Department of the City (The department responsible for processing land use and building applications)
SDP	Site Development Plan
SPE	Spatial Planning and Environment Directorate
SPLUMA	Spatial Planning and Land Use Management Act, 2013 (Act no. 16 of 2013)
TOD	Transit Oriented Development
UPD	Urban Planning and Design (a department within the Spatial Planning and Environment Directorate)
UDP	Urban Design Policy
SUDS	Sustainable Urban Drainage System
WSUD	Water Sensitive Urban Design

6.2 Acknowledgements

Appreciation is extended to everyone who has been consulted for information and advice during the compilation of this revised and updated Policy, including those who contributed through the public participation process. The review and preparation of the revised Policy has taken over three years and the process has benefited from the valuable input of a number of individuals and stakeholders. This includes representatives of various line departments, who formed part of the Steering Committee, working group members of line departments and PBDM officials. In addition, an external review group provided inputs, including volunteer representatives from organisations such as the Urban Design Institute of South Africa (UDISA) and the Western Cape Property Development Forum (WCPDF). Thank You to the Urban Design branch which collectively undertook to do this work.



Bonteheuwel Town Centre

A Guidelines

Guidelines are intended to provide the 'how' to the Urban Design Policy which emphasises the 'what' and the 'why'. In general terms guidelines are required for where there may be ambiguity, or where there are multiple interpretations of a policy, strategy or by-law.

The Urban Design Guidelines were initiated in 2017. During the research and redrafting phase of the Policy (2021-22), it became evident that the Guidelines are linked to the Policy as the interpretation lens of policy.

The Guidelines will form an integral part of the operating mechanisms of this Policy. This is envisioned as supporting transparent decision making, based on approved spatial policy. The guideline content should be informed by typological built environment criteria, locational criteria, context life-cycle criteria (emerging, greenfield and brownfield or infill) etc.

It is intended that the Guidelines will be developed and approved subsequent to the Policy approval. The intention is that the Guidelines are flexible so they can be updated and reviewed periodically. Any updates will be consulted with, and approved by, the Executive Director who is responsible for the implementation of the contents of the Guidelines as a decision support tool. The Executive Director will report periodically on the implementation of the Policy and Guidelines to the relevant political oversight bodies and provide an overview of the current decision support tools as required.

Local conditions, factors and context will also influence design rationale, commenting and decision making. Engaging at the pre-application phase is critical in order to identify relevant policy statements and objectives as set out by the City's Urban Design official or delegated official.

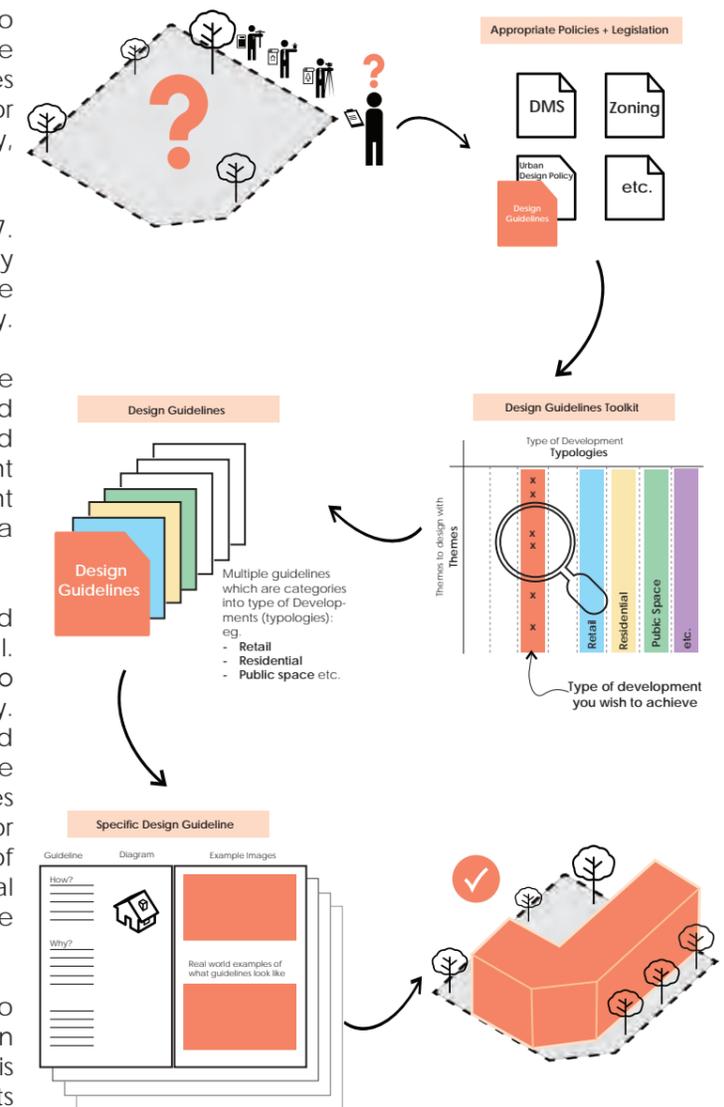


Figure 06: An Illustration how a typical policy user may interact with the Policy and future guidelines.

Annexure B: Towards an action plan

B Action plan

An implementation framework, or action plan, has been drafted in parallel with the revised Urban Design Policy. The draft action plan is intended as an internal document and will need to be reviewed and updated as required. An action plan is approved by the Executive Director, and may go to Mayco or the Portfolio Committee for oversight.

The action plan will be broadly based on recommendations that have emanated from the independent evaluation and research phase, covering the following:

- A. Policy amendment, monitoring and Evaluation
- B. Statutory planning
- C. Regulatory review
- D. Process, communication and training
- E. Improve digital and online data access

The intention of the action plan is to give rise to incremental actions that improve the Policy implementation process, as well as the public realm, through on the ground built projects. The steps are categorised according to short, medium and longer term.

Urban Planning and Design is the custodian department responsible for authoring the updated Policy, noting that this is the product of many hands.

The action plan will rely on Urban Planning and Design, in conjunction with Planning, Building and Development Management, as well as inputs from implementation project managers and asset owners, as the primary drivers.

The broader action plan is also subject to the following potential risks:

There are a number of action items that fall outside those of the Urban Design branch and the Urban Planning and Design Department. Some actions may still require a specific and technical studies in relation to engineering standards. Some actions listed below are dependent on collective buy-in, as well as resource availability. Some actions are reliant on other distinct pieces of work, projects, or pilot projects. The framework below provides the intention.

The Policy's objectives inform the key performance areas, and indicators, that mark the effectiveness of the Policy in terms of facilitating development approvals, as well as the physical impact of improving the public realm on the ground.

With the above in mind, it will be necessary to start tracking the updated Urban Design Policy from the date of approval in order to meet the monitoring evaluation objectives.



Emthonjeni, Monwabisi Park

Key Component	Action	Indicators	Short-term	Medium-term	Long-term
POLICY GUIDELINES	Urban Design Policy Guidelines (Annexure A of the Policy)	Development of an updated guidance document	Review of draft guidelines (2015-2017). Develop a prioritised list of guidelines and consult with sector specific requirements	Seek approval of prioritised guidelines	Add and review
SPATIAL PLANNING INTEGRATION	Implementation Framework (B): Improve linkages with spatial planning	Increase urban design content in spatial planning policies and lower order planning initiatives	Support preparation of urban design content for a metro node	Support preparation of urban design content for priority LSDF in areas of informality and a priority suburban node	Over time contribute to lower order planning initiatives (e.g. precinct plans)
REGULATORY INTEGRATION	Implementation Framework (C): Regulatory review	Increase and improve urban design content in regulatory space	Support preparation of urban design content in spatially targeted areas	Ongoing review	
			Consult on Development Management Scheme	Ongoing review	Ongoing review
			Investigate improvement with engineering standards	Ongoing review	
TRAINING & COMMUNICATION, AWARENESS	Implementation Framework (D): Process, communication and training	Increase and improve urban design promotional and educational content	Internal and external: Initiate 'summary guide'	Internal: Engage with City departments on implementing urban design best practice in City projects	
			Internal and external: Initiate and implement online or in person training and promotional activities	Ongoing review	Update as guidelines are included
GO DIGITAL	Implementation Framework (E): Digital integration	Meeting record	Investigate digital policy integration	Review	

Figure 07: Emerging action plan