CRAWLEY BOROUGH COUNCIL

URBAN DESIGN SUPPLEMENTARY PLANNING DOCUMENT

REGULATION 12 CONSULTATION STATEMENT

OCTOBER 2016

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1. Introduction

1.1. This Statement has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012, and 'Getting Involved', Crawley Borough Council's Statement of Community Involvement (SCI). It also has regard to the requirements of the National Planning Policy Framework (2012).

1.2. Regulation 12 of the Local Planning Regulations requires that before a local planning authority adopts a Supplementary Planning Document (SPD) it must prepare a statement identifying the persons who have been consulted in the preparation of the document, the main issues raised by them, and the manner in which these have been addressed. The present document is that statement. An earlier version was made available alongside the SPD for the purpose of seeking representations as part of a public consultation and has been updated accordingly.

1.3. 'Getting involved … in planning', an appendix to the council's SCI requires that local planning documents be subject to a period of 'early engagement' prior to formal consultation, providing opportunities for interested stakeholders and individuals to feed into the preparation of the document. In setting out the details required by Regulation 12 as mentioned above, this document provides a summary of both the 'early engagement' process and the formal statutory consultation.

2. Involve: Stage 1 – Early Engagement

2.1. Early in October 2015, the council contacted all those parties who had previously asked to be kept informed about the progress of the Crawley Borough Local Plan[1], highlighting the fact that the council proposed to produce a group of SPDs across a range of identified topics, including urban design. Those contacted were invited to sign up for further updates in relation to particular topics, and directed to a page on the council's website providing further information about the function of the SPDs and their proposed scope. The web page also invited interested parties to respond to nine broad questions about their coverage and approach.

2.2. Alongside this engagement with contacts from the council's Local Plan database, invitation was sent to members of the council to express their interest in particular SPDs. The SPDs and the associated web page were also publicised via the council's main web page.

2.3. In response to these communications, a number of parties, including external stakeholders and council members, confirmed their desire to be kept up to date with progress with the SPDs, including the Urban Design SPD. No

[1] See Appendix A for details of the materials used as part of the general Early Engagement consultation.

responses were received in relation to the Urban Design SPD regarding the nine broad questions mentioned above.

2.4. On 20 January 2016, a seminar was held for all council members at which the proposed focus and approach of each SPD currently being worked on was summarised, and questions and comments were invited. Issues of particular interest to the Urban Design SPD were: the Built-Up Area Boundary; Context of Crawley as a New Town and good quality new design; Building Control links; and parking standards, and these were taken into account in the drafting of the consultation draft SPD.

2.5. Concurrently with these engagement exercises, a number of internal and external stakeholders were invited to provide comment on individual SPDs where the council considered that their expertise would be particularly valuable in the early drafting work. Development Management was particularly interested in the clarity of the householder extension section within the SPD, and requested the use of images.

3. Consult: Stage 2 - Publication

3.1. A formal stage of public consultation was undertaken on a draft version of the Urban Design SPD. The draft document was available for representations over a four week period between Tuesday 1 March and Tuesday 29 March. This consultation was undertaken in accordance with Regulation 12.(b) of the Town and Country Planning (Local Planning) (England) Regulations 2012, and 'Getting involved… in planning', the appendix to the council's Statement of Community Involvement.

3.2. All consultees included on the council's Local Plan consultee database were emailed or written to with notification of the commencement of the consultation. A further reminder email was circulated highlighting the close of consultation date. The consultation materials are set out in Appendix B of this consultation statement.

3.3. During the consultation period, the draft Urban Design SPD was available to view online at www.crawley.gov.uk/crawley2030. Paper copies of the documents were available at the following locations during normal office hours:

- Town Hall
- Crawley Library
- Broadfield Library

3.4. The consultation draft SPD included a number of specific questions to aid the consultation process. These were set out within the document, both throughout the text and together at the end of the document for reference. They are replicated in Appendix B(1) of this consultation statement. Responses did not have to be restricted to answering the questions and comments were welcomed on any part or aspect of the draft SPD.

Representations Received

3.5. Representations had to be provided in writing. This could be done either by emailing the Forward Planning team or by post. Representations received during the consultation period are set out in tabular form in Appendix C. The council's responses to the comments received are provided in the same table, this includes reference to where the representation received have led to changes in the final SPD.

APPENDIX A: EARLY ENGAGEMENT MATERIALS

1. GENERAL CONSULTATION QUESTIONS

The following questions are being asked to feed into the early stages of scoping the SPDs:

Q1: Do the topics identified cover the main areas requiring additional guidance?

Q2: Are any of the topics considered unnecessary?

Q3: Are there any additional topics which haven't been identified as a Supplementary Planning Document which the council should consider?

Q4: Are the policies identified to be covered by the SPDs appropriate?

Q5: Should any of the policies be addressed in a different SPD to that identified in the table?

Q6: Should policies only be covered by one SPD rather than considered by each relevant topic area?

Q7: Are there other policies in the Crawley Borough Local Plan 2015 – 2030 (Crawley 2030) that haven't been identified which should be considered for inclusion in one of the SPDs?

Q8: Should the SPDs focus solely on statutory planning policy guidance or should they provide best practice examples and to provide advice and suggestions beyond the remit of planning policy, within the topic area?

Q9: Do you have any other, strategic comments on the scope and remit of the SPDs for consideration at this stage?

Further detailed questions will be asked relating to each of the topic areas in due course.

2. EARLY ENGAGEMENT EMAIL TO LOCAL PLAN CONSULTEE DATABASE

LOCAL PLAN UPDATE

2 October 2016

Dear ,

You have previously indicated an interest in being involved in the preparation of the Crawley Borough Local Plan 2015 – 2030: Crawley 2030. As you are aware the Local Plan is now in its advanced stages, having been considered through a series of Examination Hearing sessions held earlier this year. The council is now awaiting the Planning Inspector's final report.

This email seeks to draw your attention to the work the council are now commencing on to support the Local Plan once it is adopted as the borough's primary Planning Policy.

To aid the interpretation and implementation of some of the Policies within the Local Plan, a number of Supplementary Planning Documents (SPDs) are currently being considered for early preparation. These are proposed to cover the following topic areas:

- Affordable Housing
- Climate Change
- Design
- Green Infrastructure
- Planning Obligations
- Town Centre

A period of early engagement is currently being undertaken from October to December 2015, with a number of general questions being asked in relation to these documents which we welcome your views on. The council's webpage www.crawley.gov.uk/crawley2030SPD provides more information.

If you are interested in being kept informed in any of the above topics, please could you contact the Forward Planning team and indicate which of the SPDs you are interested in. You are welcome to be involved and informed about any number of these, from one to all. The contact database for each will be kept separately to the others and the Local Plan.

Kind Regards,

The Forward Planning Team

More information

For more information, please visit our website www.crawley.gov.uk/crawley2030 where you can find details of the Local Plan and preparation of the new Supplementary Planning Documents.

Contact us

If you would like to contact the Forward Planning Team, please email us at forward.plans@crawley.gov.uk or you can phone us on 01293 428624.

Subscribe / unsubscribe

You have received this message as you have expressed an interest in being kept up-to-date with progress on Crawley's Local Plan. If you would not like to receive these updates any more, please respond to this email and let us know. If you know anyone that would like to receive these updates please ask them to email us at forward.plans@crawley.gov.uk

3. EARLY ENGAGAMENT LETTER TO LOCAL PLAN CONSULTEE DATABASE

Strategic Housing & Planning Services

Contact: Elizabeth Brigden **Date: 09/10/2015**

Direct Line: 01293 438624 **Email: Forward.Plans@crawley.gov.uk**

Lee Harris
Chief Executive Directorate

Dear Sir or Madam,

You have previously indicated an interest in being involved in the preparation of the Crawley Borough Local Plan 2015 – 2030: Crawley 2030. As you are aware the Local Plan is now in its advanced stages, having been considered through a series of Examination Hearing sessions held earlier this year. The council is now awaiting the Planning Inspector's final report.

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If you are interested in being kept informed in any of the above topics, please could you contact the Forward Planning team by email at Forward.Plans@crawley.gov.uk or phone 01293 438624 and indicate which of the SPDs you are interested in. You are welcome to be involved and informed about any number of these, from one to all. The contact database for each will be kept separately to the others and the Local Plan.

Yours Faithfully,

Elizabeth Brigden
Planning Policy Manager

4. SPECIFIC AND GENERAL CONSULTEES

Addaction
Afro Caribbean Association (ACA)
Age Concern West Sussex
Ahmadiyya Muslim Association UK (Crawley Branch)
Alternative Learning Community Bewbush
AMEC Environment & Infrastructure
BAPS Swaminarayan Santha
Barton Willmore
Black History Foundation
Blue Cedar Homes Limited
BME Ladies Health and Social Wellbeing Association
Bodhisattva Buddhist Centre
British Horse Society
British Humanist Society
Broadfield Christian Fellowship
Broadfield Youth and Community Centre
Campaign for Real Ale
CBRichard Ellis
Celtic & Irish Cultural Society
Central Crawley Conservation Area Advisory Committee
Central Sussex College
Chagos Island Community Association (CICA)
Chagos Islands Refugees group
Chagossian Elderly West Sussex Group
Charlwood Parish Council
Churches Together in West Crawley
Colgate Parish Council
COPE
County Mall
Crawley Bangladeshi Welfare Association
Crawley Baptist Church
Crawley Campaign Against Racism
Crawley Clinical Commissioning Group
Crawley Community Relations Forum
Crawley Community Transport
Crawley Community Voluntary Service
Crawley Educational Institute
Crawley Ethnic Minority Partnership
Crawley Festival Committee
Crawley Homelessness Forum
Crawley Homes in Partnership (CHiP)
Crawley Interfaith Network
Crawley International Mela Association (CIMA)
Crawley Kashmiri Women's Welfare Association
Crawley Mosque
Crawley Museum Society
Crawley Older Person's Forum
Crawley Portuguese Association
Crawley Shop Mobility
Crawley Tennis Club
Crawley Town Access Group
Crawley Wellbeing Team
Crawley Young Persons Council
Cycling Touring Club
Darlton Warner Davis LLP
Deloitte LLP
Deloittes
Development Planning & Design Services Ltd
Diego Garcian Society
Divas Dance Club
DMH Stallard LLP
Drivers Jonas Deloitte
DTZ
East Sussex County Council
Eastern Stream
Elim Church Crawley
Equality & Human Rights Commision
Firstplan
Forestfield & Shrublands Cons. Area Adv Ctte
Freedom Leisure
Friends of Broadfield Park
Friends of Goffs Park
Friends, Families and Travellers
Fusion Experience
FusionOnline
Gambian Society
Gatwick Airport Limited
Gatwick Diamond
GL Hearn Ltd
Gleeson Strategic Land
Gurjar Hindu Union (GHU)
Health Through Sport Action
Heathrow Airport Holdings Limited
High Weald AONB Unit
Home Builders Federation Ltd
Housing & Planning Directorate
Housing 21
Hunter Page Planning Ltd
Hyde Housing Association
Iceni
Ifield Park Care Home
Ifield Village Conservation Area Advisory Committee
Ikra Women & Children Learning Centre
Inspire Broadfield (youth group)
Ismaili Council
Iyad Daoud
Jones Lang Lasalle
Kashmiri Educational and Welfare Trust
Kenneth Boyle Associates
Lewis & Co Planning South East Limited
Local Economy Action Group
Lower Beeding Parish Council
Maidenbower Baptist Church
Maidenbower Community Group
Malaika Sussex Multicultural Women's Group
Manor Royal Business Group
Michael Simkins LLP
Millat-e-Jafferiyah (Shia Muslim Mosque)
MITIE Property Services Limited
Moat Housing
Montagu Evans
Muslim Women's Forum
National Federation of Gypsy Liaison Groups
New Hope Church
Newdigate Parish Council
Northgate Matters
Oakton Developments
Outreach 3 Way
Parish of Worth, Pound Hill and Maidenbower
Parker Dann Limited
Pegasus Group
Pembrooke Residents Association
Persimmon Homes

Planware Ltd.
Play England
Premier Planning Plc
Rapleys LLP
RenewableUK
RISE
Royal Mail Properties
RPS Group
Rusper Parish Council
Savills
SEBA South East Bangladeshi Association
Seva Trust
Shelter Housing Aid Centre
Shire Consulting
Sikh Community Centre Crawley & CPT
SIVA
Slaugham Parish Council
Soka Gakkai International – UK
Southern Counties
Southgate Conservation Area Committee
Sport England
Spurgeons
Sri Guru Singh Sabha
Sri Lanka Think Tank UK
Sri Lankan Muslim Welfare Association
St Margaret's C of E Primary School
Stanhope PLC
Stiles Harold Williams Partnership LLP
Strutt and Parker
Sussex Action Traveller Group (STAG)
Sussex Traveller Action Group
Sussex Wildlife Trust
Sustrans
Swadhyay Community Project (SCP)
Talk Bewbush
Taylor Wimpey
Thakeham Homes Ltd
Thales UK
The Clearwater Gypsies
The Gypsy Council
The McLaren Clark Group
The Miller Group
The Palace Street Group
The SIVA Trust
The Theatres Trust
The Vine Christian Fellowship
Three Bridges Forum
Three Bridges Free Church
Tinsley Lane Residents Association
TRY (Plus Chair of Black History Foundation & other orgs)
United Reformed Church
Vision in Youth Collective
West and Partners
West Sussex Access Forum
West Sussex Children and Family Centres
West Sussex Crossroads
West Sussex Youth Support and Development Service
Woodland Trust
Worth Conservation Area Group
Worth Parish Council
WRVS
WS Planning & Architecture
WYG Group
Metrobus
Reside Developments Ltd.
Savills
Land Planning & Development
DevPlan
JWL Associates Limited
HCA
Deloitte
Arora International
Development Securities
Moat Telford Place
Crawley Clinical Comissioning Group
Adur & Worthing
Brighton & Hove City Council
British Telecom
BT Plc
Chichester District Council
Coast to Capital LEP
Epson & Ewell Borough Council
English Heritage
Environment Agency
Highways England
Homes and Communities Agency
Horsham District Council
Lewes District Council
Marine Management Organisation
Mid Sussex District Council
Mole Valley District Council
National Grid
Natural England
Network Rail
NHS Sussex
Reigate and Banstead Borough Council
South Downs National Park
Southern Gas Network
Southern Water
South East Water
Surrey County Council
Sussex Police
Tandridge District Council
Thames Water
The Coal Authority
UK Power Networks
Waverley District Council
West Sussex County Council
Worthing Borough Council
West Sussex County Council
West Sussex Fire and Rescue Service
Guildford District Council
National Landlords Association
Sport England
Travis Perkins
Deloitte
Dev Plan UK
DPDS Planning
Indigo Planning
AMEC Foster Wheeler
WYG Planning
WYG Planning
Holiday Extras
Sussex Wildlife Trust
Sussex Gardens Trust
Historic England
Quod Mayfield Market
Tetlow King
Gatwick Area Conservation Campaign
Stratus Environmental

Zoe Elphick
Miss Z Read
Yvonne Lindsay
Sean
Yvonne Shaw
Yeshwant Patel
Yasmin Church
Y Bosseva
Rosa Pereira
Miss R Nieman
Wendy Bell
Wendy Whittington
W Chorley
Stephen Hayes
Wendy Plaistow
Mr & Mrs Bennett
Z Wilson
Brian Wilkinson
Paul West
Michael-Thor Bateman
Wesley Brazier
Wes Botting
Mrs WJ Paton
W Lovell
Ann Pile
Vivienne Dawson
Vishal Mathur
Vikki-Jade Peters
Vidita Shah
Victoria Martin
Vicky Langham
Victoria Beach
Vicki Wallage
Vicki Mills
Vicky Nixon
Vicki Clare
Verity Eunson-Hickey
Paul Owen
Veronika Novotna
Verity Colbert
Katie Vella
Iryna Varvanina
Mr Vaidya
Mr R S Upton
Patricia Upham-Hill
Charles Jones
T Pawlak
M Wright
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Tracey Gillett
Tracy Jones
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Tracey Leicester
Tracey Coleman
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Toni Smith
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Thomas Carney
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Tina Thrift
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Priscilla Lambert
Emma Thrift
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Mr Terry Wheller
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Chay Sharp
David Sharp
Ellice Sharp
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Terry Stanley
Tracey Bennett
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Tanya Sladovich
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T Pool
Tracey Cox
Sylvia Handy
Angela Heath
Mrs Siyar
Suzanne Davies
Mrs S Knight
Suzannah Guy
Susan Lester
Susan Smyth
Sue Carraher
Sue Arnold
Sunita Singal
Sumra Ahmed
Sumi Patel
Sue Mason
Miss Susan King
Sue Janota
Natacha Wilson
Karla Strudwick
Sarah Dowdall
Sandra Foxton
Stewart Neate
Stevin
Mr Steven Soper
Steve Taylor
Stephen Rivers
Stephanie Cox
Stella Daff
Dtella Makey
Staum Parrett
Charis Atkinson
Stacy Malin
Sharon Spice
Stacey Rose
Nina Spence
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Sophie Airey
Sophie Harding
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Sharon Correa
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Mrs Harrington
Alison Shackell
S. Garvin
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Sally Thorn
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Sally Sanders
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Ryan Jenkinson
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Russell Milton
Russell Sharp
Russ Mitchell
Rukiya Maxwell
Pamela Ruel
Reniece Robinson
Richard Page
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Josie Stannard
Libby Stannard
Roy Stannard
Kay Stannard
Ross Margetts
Rosie Cavedaschi
Ros February
Rosemary Cogdon
Rosemarie Jerome
Rosemary Benwell
Rory Church
Ronnie Armstrong
Rohan Patel
Rod Horton
Robert Rolfe
Robert MacPherson
Roberta Page
Robert Bruins
Robert Bird
Robin Vallins
Yvonne Vallins
Rob Pullinger
Thomas Pullinger
Vicky Pullinger
Robert Paliotta
Rik February
Richard Thorburn
Richard Symonds
Richard Nixon
Rhys Whittle
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Sophie Warren
Benson Kalubi
Rhoda James
Rachel Hillman
Reuben Peters
Aurora Lula
Remo Lula
Aaron Squirrell
Maretta Rees
Reece Church
Mr Reece Tate
Kelly Byworth
Stephen Leake
Rebecca Betteridge
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Petty West
Graham Petschel
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Peter Brooks
Peter Beckley
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Peter Griffiths
George Penfold
Mr. & Mrs. G. Harwood
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Joanne Brown
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Emily Johnson
Paul Oliver
Paul Brown
Pauline February
Paul Hughes
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Paul Berry
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Nick Pashley
Mr P Akhtar
Parmjit Sidhu
Peter Parker
Pam James
Sarah Page
Julie Daly
Patricia Burrett
Nick Price
Christopher Wilkinson
Mandy Wilkinson

Nick Wilkinson
Rachael Wilkinson
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Neena Seeruthun
Andrew Towner
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Mark McKown
Malcolm Woodhead
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Mala Patel
Maja Jasko
Margaret Florey
Mohammad Badshah
Lynsey Woods
Lynn Lowe
Mrs Lynda Morgan
Lee Warner
Luke Grima
Lucy Downie
Lucy Vella
Linda Taylor
Logan Peers
Lauren Parisi
Louise Waugh
Louise Weekes
Louise Brooks
Louise Golding
L Haynes

Lisa Burton
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Lauren O'Sullivan
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Lois Thrift
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Mr Lee Whiting
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Gordon Mitchell
Carina Higson
Jackie Littleton
Lisa Tomkinson
Lisa Powell
Kara-Leigh April Harrison
Lisa Curcher
Lisa Brown
Joan Hoys
Emma Challis
Ian Johnson
Shirley Bettinson
Lisa Bettinson
Linda Dabboussi
Mrs L Burchett-Vass
Master Liam Spriggs
Lewis Holman
Lesley King
Lesley Jacobs
Susan Bevis
Miles Carroll
Julia Hayes
Len Hayes
Lee Sellers
Lee Kabza
Rhys Carney
Jimi Carney
Lee Carney
Leanne Sim
Kyle Sim
Olivia Lindsey
Lewi Lindsey
Leeanne Jones
Mrs Stevens
Sir / Madam
Lauren Judge
Laura Virgo
Laura Fraser
Laura Irvine
Laura Marden
Laura Hamilton
Ms Charlotte Latimer
Pauline
Alena Hobson
Donna Botting
Jayden van de Lagemaat-Bettinson
Andre van de Lagemaat
P Wheeler
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Karen & Phil Smith
Phil Smith
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Peet Boxall

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Joyce McGinty
Kevin McGinty
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Kirsty Browning
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Kerry Powell
Kerry Longmate
Kerry Pearson
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Kerry Allen
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Kenneth Webster
Pamela Webster
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Elizabeth Gardner
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Kaye Handman
Kaya-May
Alfie Turner
Ben Turner
Charlie Turner
Katie Turner
Josh Turner
Katie Lampey
Katherine Randall
Katie Peers
Barbara Deakin
Karen
Karen Hackwell
Karen Pitt
Karen Eales
Karen Randall
Karen Lambert
Karen Burling
Karen Beckett
Kara Bonner
Lotti
Katharine Thompson
Kelly Virgo
Ashad Khan
Janet Gilroy
Julie Brennan
Julie Denman
Barbara Frost
Julia Frost
Julia Lee
Jigar Solanki
Shanaya Solanki
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Jacky Curtis
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Josh Lambert
Josh Collins
Jose Manuel Pereira Sousa
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John Thompson-Balk
John Collisson
Sue Collisson
Nathan Johnston
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Pat Mortimer
John Connelly
John Tite
June Tite
John Mills
John Cooban
Joseph James
Joe Dines
Joe Comper
Joe Doyle
Jody Channell
Jodi Sanderson
Russell Dentith
Wesley Sanderson
Joanne Minihane
Sophie Coward
Billy Coward
Jacob Coward
Jo Coward
Jenny Deacon
Emily Tobin
James MacLean
Jilly Thomspons
Jill Dunster
Jennie Walters
Jennie Parkes
Mrs Jennifer Sweeney
Jennifer Hord
Jenny Lockyer
Jenny Yaglikci
Jean MacLean
John Winter
John Dempsey
John Browning
Jay Whittle
Jay Carson
Jason Miles
Sian Richards
Mrs J Sully
Janna Smith
Janice Judge
Garry Bonner
Jan Bonner
Janet Large
Kieront Hollamby
Janet Lee
Janet Boniface
Janet Armstrong
Jane Schultz
Jane Grimshaw
Jane Edwards
Jane Binmore
Jan Constable
Jamie Lewis
James Woodhead
James Wallace
James Senra
Jake Saul
Jaedon Mulligan
Jacqui Amos
Jacqueline Cogdon
Gemma
Jacquie Ballard
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Sir / Madam
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Mr Dean Whiting
Dean Hollamby
Darren Browning
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Brian Keegan
Eleanor Keegan
Dawn Keegan
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David Margetts
David Ashton
David Spindler
David Newcombe
David Covill
Dave Taylor
Dave Neathey
David Christensen
Dave Carter
Daria Czekajska
Daniel Jones
Danielle Bunn
Dan Gardener
Daniel Furlong
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Donna Ray
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Armin Hartinger
Anita Rice
Georgia Thomas
Jessica Thomas
Louis Thomas
Danny Swain
Olivia Meadows
Charlie Meadows
S Meadows
Finley Meadows
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Amy Young
Amanda Stannard
Mrs A Austin-Way
Amanda Roskilly
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Joe Lavery
Edward Page
A Page
Miss Allanna Dwyer
Allan Lambert
Georgina Allan
Gina Allan
Alan Burgess
Alison Warner
Alicia Haworth
Alicia Cusick
Alison Burke
Mrs Alison Hollman
Alfie Jones
Alexander Thrift
Alex Harris
Alex Petryszyn
A and P Smith
Alan Kenward
Kathleen Kenward
Ishtiaq Ahmed
Alexander Wilbourn
Adam Parker
Adam Foxley
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Aaron Lumley
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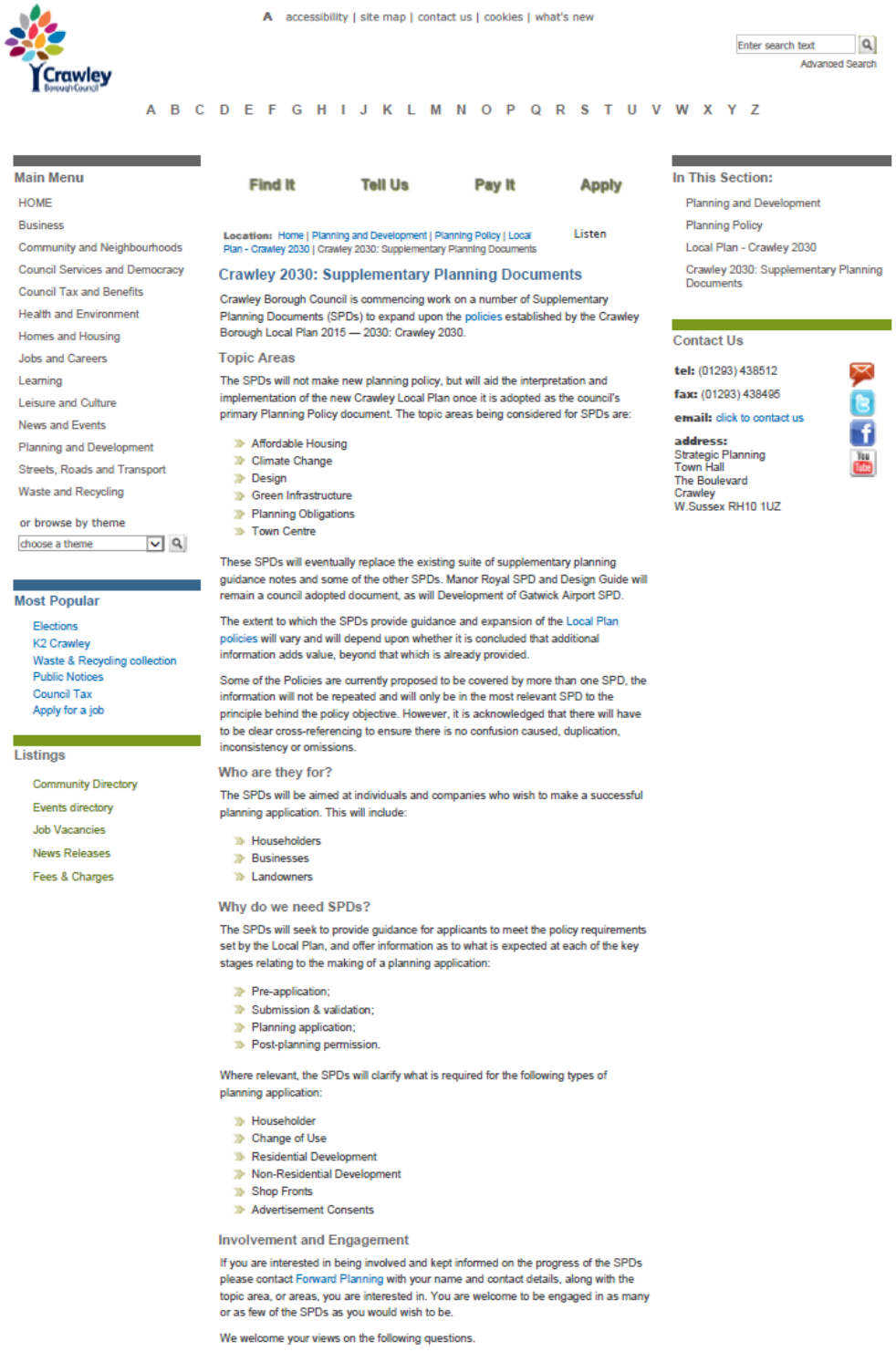
5. CRAWLEY BOROUGH COUNCIL CRAWLEY 2030 SUPPLEMENTARY PLANNING DOCUMENT WEBPAGE



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Crawley 2030: Supplementary Planning Documents

Crawley Borough Council is commencing work on a number of Supplementary Planning Documents (SPDs) to expand upon the policies established by the Crawley Borough Local Plan 2015 — 2030: Crawley 2030.

Topic Areas

The SPDs will not make new planning policy, but will aid the interpretation and implementation of the new Crawley Local Plan once it is adopted as the council's primary Planning Policy document. The topic areas being considered for SPDs are:

- Affordable Housing
- Climate Change
- Design
- Green Infrastructure
- Planning Obligations
- Town Centre

These SPDs will eventually replace the existing suite of supplementary planning guidance notes and some of the other SPDs. Manor Royal SPD and Design Guide will remain a council adopted document, as will Development of Gatwick Airport SPD.

The extent to which the SPDs provide guidance and expansion of the Local Plan policies will vary and will depend upon whether it is concluded that additional information adds value, beyond that which is already provided.

Some of the Policies are currently proposed to be covered by more than one SPD, the information will not be repeated and will only be in the most relevant SPD to the principle behind the policy objective. However, it is acknowledged that there will have to be clear cross-referencing to ensure there is no confusion caused, duplication, inconsistency or omissions.

Who are they for?

The SPDs will be aimed at individuals and companies who wish to make a successful planning application. This will include:

- Householders
- Businesses
- Landowners

Why do we need SPDs?

The SPDs will seek to provide guidance for applicants to meet the policy requirements set by the Local Plan, and offer information as to what is expected at each of the key stages relating to the making of a planning application:

- Pre-application;
- Submission & validation;
- Planning application;
- Post-planning permission.

Where relevant, the SPDs will clarify what is required for the following types of planning application:

- Householder
- Change of Use
- Residential Development
- Non-Residential Development
- Shop Fronts
- Advertisement Consents

Involvement and Engagement

If you are interested in being involved and kept informed on the progress of the SPDs please contact Forward Planning with your name and contact details, along with the topic area, or areas, you are interested in. You are welcome to be engaged in as many or as few of the SPDs as you would wish to be.

We welcome your views on the following questions.

In This Section:

Planning and Development
Planning Policy
Local Plan - Crawley 2030
Crawley 2030: Supplementary Planning Documents

Contact Us

tel: (01293) 438512
fax: (01293) 438495
email: click to contact us
address:
Strategic Planning
Town Hall
The Boulevard
Crawley
W.Sussex RH10 1UZ

General Consultation Questions

Q1: Do the topics identified cover the main areas requiring additional guidance?

Q2: Are any of the topics considered unnecessary?

Q3: Are there any additional topics which haven't been identified as a Supplementary Planning Document which the council should consider?

Q4: Are the policies identified to be covered by the SPDs appropriate?

Q5: Should any of the policies be addressed in a different SPD to that identified in the table?

Q6: Should policies only be covered by one SPD rather than considered by each relevant topic area?

Q7: Are there other policies in the Crawley Borough Local Plan 2015 – 2030 (Crawley 2030) that haven't been identified which should be considered for inclusion in one of the SPDs?

Q8: Should the SPDs focus solely on statutory planning policy guidance or should they offer best practice examples and be used to provide advice and suggestions beyond the remit of planning policy, within the topic area?

Q9: Do you have any other, strategic comments on the scope and remit of the SPDs for consideration at this stage?

Further detailed questions will be asked relating to each of the topic areas in due course.

Next Steps

The Local Plan policies remain subject to modification depending on the outcome of the Planning Inspector's final report into the Crawley Borough Local Plan.

Consultation on the draft SPDs will take place following the receipt of this, and after the Local Plan has been formally adopted by the council by way of a resolution at its Full Council meeting. This is currently anticipated to allow for public consultation on the SPDs to be undertaken early in the New Year (2016).

Crawley Borough Council Town Hall The Boulevard Crawley West Sussex RH10 1UZ
tel: 01293 438000 fax: 01293 511803 email: comments@crawley.gov.uk

APPENDIX B: STATUTORY CONSULTATION MATERIALS

1. URBAN DESIGN SPD CONSULTATION QUESTIONS

Q1. Is the definition of Urban Design clear to you and does it help you in understanding the role urban design can play in different types of development?

Q2. Is more information needed on the principles of sustainable design – do you need more examples of how it has been implemented successfully?

Q3. Are examples needed on the compatibility of a roof design?

Q4. Is more information needed on dormer windows and how to know when a flat roof dormer will be suitable?

Q5. Vehicular access and hardstanding areas sometimes may be paved. Would guidance or examples of acceptable paving be needed?

Q6. Local Plan Policy H3: Housing Mix recommends a specific mix of housing types and sizes. The policy indicates that the appropriate mix, based on a scheme's context and viability, will be different for each development. Housing mix can play an important role in the creation of diverse and adaptable places.

Do you think guidance on this should be included in this SPD?

Q7. Is guidance required for the design of accessible housing and flexible/adaptable housing, as set out in Local Plan Policy CH3(g)?

Q8. Is guidance needed on the use of the footpath (or public realm) for the display of goods and for retail associated seating such as café seating?

Q9. Is design guidance needed for development associated with the night time economy?

Q10. With regards to the Local Plan Policy CH8: Important Views – is more information needed regarding the design of new development in the town centre in general and, in particular, in the Linear Contained View along The Boulevard?

Q11. Is more detailed guidance required for the design of new development outside the Built Up Area boundary that will ensure development reflects the local character and distinctiveness of open areas, in accordance with the requirements of Local Plan Policy CH9: Development Outside the Built-Up Area?

Q12. Is more guidance required for development outside the Built-Up Area boundary - in terms of the protection of open spaces and parks and gardens?

Q13. In accordance with the above details about listed buildings and conservation areas, together with the policy information detailed in the Local Plan Policies

CH12, CH13, CH14, CH15 and CH16, do you require more information regarding development in Conservation Areas or at listed buildings?

Q14. This is the Heritage Impact Checklist.

This checklist is designed to assist applicants for development in:

- Conservation Areas
- Areas of Special Local Character, or at
- A Listed Building
- A Locally Listed Building

Considering that Local Plan Policy CH12 requires a Heritage Impact Assessment for development affecting a heritage asset – do you think this checklist can help in the preparation of a Heritage Impact Assessment?

For smaller developments affecting a heritage asset (for example an extension to single dwelling) – do you think that this checklist makes it easier to carry out a Heritage Impact Assessment?

Q15. Parking Standards: The council welcomes comment on both options individually as well as on their relative merits.

2. EMAIL NOTIFICATION OF COMMENCEMENT OF FORMAL PUBLIC CONSULTATION TO CONSULTEE DATABASE

LOCAL PLAN UPDATE

1 March 20169 September 2016

Dear,

SUPPLEMENTARY PLANNING DOCUMENTS: CONSULTATION

Following the adoption of the Crawley Borough Local Plan: Crawley 2030, on 16 December 2015, Crawley Borough Council are seeking your views on the following Supplementary Planning Documents:

- Planning and Climate Change
- Urban Design (including Parking Standards).

These two documents have been prepared to support the interpretation of some of the Policies set out within the Local Plan, and to provide additional advice and guidance in relation to ensuring planning applications are submitted in accordance with the requirements of the Local Plan.

The documents are available to view on the council's website: www.crawley.gov.uk/crawley2030spd and in hard copy at the Town Hall and the borough's libraries during normal office hours.

Consultation will take place between 1 March and 29 March 2016. All responses must be made in writing, by **5pm 29 March 2016**, and can be submitted either by email to forward.plans@crawley.gov.uk or by post to:

Forward Planning
Crawley Borough Council
Town Hall
The Boulevard
Crawley
RH10 1UZ

Consultation questions are set out within each document for your consideration and assistance. However, comments do not have to be restricted to responses to these.

If you have any questions relating to this public consultation, please contact Elizabeth Brigden, Planning Policy Manager on 01293 438624 or elizabeth.brigden@crawley.gov.uk

Kind Regards,

The Forward Planning Team

More information
For more information, please visit our website www.crawley.gov.uk/crawley2030spd.

Contact us

If you would like to contact the Forward Planning Team, please email us at forward.plans@crawley.gov.uk or you can phone us on 01293 428624.

Subscribe / unsubscribe

You have received this message as you have expressed an interest in being kept up-to-date with progress on Crawley's Local Plan and/or the Supplementary Planning Documents. If you would not like to receive these updates any more, please respond to this email and let us know. If you know anyone that would like to receive these updates please ask them to email us at forward.plans@crawley.gov.uk

3. LETTER NOTIFICATION OF COMMENCEMENT OF FORMAL PUBLIC CONSULTATION TO CONSULTEE DATABASE

Strategic Housing & Planning Services

Contact: Elizabeth Brigden **Date: 01/03/2016**

Direct Line: 01293 438624 **Email: Forward.Plans@crawley.gov.uk**

Lee Harris
Chief Executive Directorate

Dear Sir or Madam,

SUPPLEMENTARY PLANNING DOCUMENTS: CONSULTATION

Following the adoption of the Crawley Borough Local Plan: Crawley 2030, on 16 December 2015, Crawley Borough Council are seeking your views on the following Supplementary Planning Documents:

- Planning and Climate Change
- Urban Design (including Parking Standards).

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Consultation questions are set out within each document for your consideration and assistance. However, comments do not have to be restricted to responses to these.

If you have any questions relating to this public consultation, please contact Elizabeth Brigden, Planning Policy Manager on 01293 438624 or elizabeth.brigden@crawley.gov.uk

Yours Faithfully,

Elizabeth Brigden
Planning Policy Manager

4. EMAIL REMINDER TO CONSULTEE DATABASE

LOCAL PLAN UPDATE

23 March 2016

Dear ,

SUPPLEMENTARY PLANNING DOCUMENTS REMINDER: CONSULTATION DEADLINE 5PM 29 MARCH 2016

Following the adoption of the Crawley Borough Local Plan: Crawley 2030, on 16 December 2015, Crawley Borough Council are seeking your views on the following Supplementary Planning Documents:

- Planning and Climate Change
- Urban Design (including Parking Standards).

These two documents have been prepared to support the interpretation of some of the Policies set out within the Local Plan, and to provide additional advice and guidance in relation to ensuring planning applications are submitted in accordance with the requirements of the Local Plan.

The documents are available to view on the council's website: www.crawley.gov.uk/crawley2030spd and in hard copy at the Town Hall and the borough's libraries during normal office hours.

The consultation period will close at **5pm 29 March 2016**. All responses must be made in writing and can be submitted either by email to forward.plans@crawley.gov.uk or by post to:

Forward Planning
Crawley Borough Council
Town Hall
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Kind Regards,

The Forward Planning Team

More information

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Contact us

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5. CRAWLEY BOROUGH COUNCIL CRAWLEY 2030 SUPPLEMENTARY PLANNING DOCUMENT WEBPAGE

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Crawley 2030: Supplementary Planning Documents

Crawley Borough Council is commencing work on a number of Supplementary Planning Documents (SPDs) to expand upon the policies established by the Crawley Borough Local Plan 2015 — 2030: Crawley 2030.

Update: Public Consultation 1 March 2016

Public consultation has now taken place on the following two Supplementary Planning Documents (SPD):

- Planning and Climate Change
- Urban Design (including Parking Standards)

These two documents have been prepared to support the interpretation of some of the Policies set out within the Local Plan, and to provide additional advice and guidance in relation to ensuring planning applications are submitted in accordance with the requirements of the Local Plan.

The documents are available to view using the links below and in hard copy at the Town Hall and the borough's libraries during normal office hours.

If you have any questions relating to this public consultation, please contact Elizabeth Brigden, Planning Policy Manager on 01293 438624 or email Elizabeth Brigden .

Planning and Climate Change

- Planning and Climate Change SPD
- Guidance Note: Energy and Water Efficiency for Alterations and Extensions to Buildings
- Consultation Statement

The Planning and Climate Change SPD describes how development in Crawley should be designed in order to comply with those policies in Crawley's Local Plan which address the challenge of climate change. It focuses on the following policies:

- Policy ENV6: Sustainable Design and Construction
- Policy ENV7: District Energy Networks
- Policy ENV8: Development and Flood Risk
- Policy ENV9: Tackling Water Stress
- Policy IN3: Development and Requirements for Sustainable Transport

It also provides guidance on the parts of the following policies which contribute to the agenda of addressing climate change:

- Policy CH3: Normal Requirements of all New Development
- Policy ENV1: Green Infrastructure

This document includes guidance on the specific information required to accompany planning proposals in order to demonstrate compliance. Following this consultation, and consideration of the representations received, it will be adopted as Supplementary Planning Document and will be a material consideration in planning decisions taken by the council for developments within the borough.

A guidance note has been prepared to accompany the full SPD to assist in applying the Policies relating to energy and water efficiency for alterations and extensions to buildings (including for householder planning applications).

Urban Design

- Urban Design SPD (4 MB)
- Parking Standards Plans (2 MB)
- Consultation Statement

The Urban Design SPD aims to support applicants in preparing and submitting good quality schemes, which meet national and local planning policy requirements, for planning permission and aid successful navigation through the council's Development Management process. The urban design principles and guidance in the document relate to all development of all scales and uses.

It provides additional guidance in order for applicants to meet the requirements set by the following Local Plan Policies:

In This Section:

Planning and Development
Planning Policy
Local Plan - Crawley 2030
Crawley 2030: Supplementary Planning Documents

Contact Us

tel: (01293) 438512

fax: (01293) 438495

email: click to contact us

address:
Strategic Planning
Town Hall
The Boulevard
Crawley
W.Sussex RH10 1UZ

- Policy CH1: Neighbourhood Principles
- Policy CH2: Principles of Good Urban Design
- Policy CH3: Normal Requirements of All New Development
- Policy CH4: Comprehensive Development and Efficient Use of Land
- Policy CH5: Standards for All New Dwellings (including conversions)
- Policy CH9: Important Views
- Policy CH9: Development outside the Built-Up Area
- Policy IN4: Car and Cycle Parking Standards

The draft Urban Design SPD provides guidance specifically related to development affecting heritage assets: within designated areas, or of buildings and structures. Expanding upon the Policies established in the Crawley Borough Local Plan:

- Policy CH12: Heritage Assets
- Policy CH13: Conservation Areas
- Policy CH14: Areas of Special Local Character
- Policy CH15: Listed Buildings and Structures
- Policy CH16: Locally Listed Buildings
- Policy CH17: Historic Parks and Gardens

Two options are provided in the Annex in relation to the Crawley Borough Parking Standards. Once adopted, the final approach set in the Urban Design SPD will supersede the current approach set out in the adopted Planning Obligations and S106 Agreements SPD.

Topic Areas

The SPDs will not make new planning policy, but will aid the interpretation and implementation of the new Crawley Local Plan once it is adopted as the council's primary Planning Policy document. The topic areas being considered for SPDs are:

- Affordable Housing
- Climate Change
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Involvement and Engagement

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Further detailed questions will be asked relating to each of the topic areas in due course.

APPENDIX C: CONSULTATION REPRESENTATIONS RECEIVED AND COUNCIL RESPONSES*

*****In line with the council's Public Sector Equality Duty, the council will not accept representations, objections or comments that are deemed to be inappropriate, offensive or racist. In general terms, a racist representation is one which includes words, phrases or comments which are likely:

- To be offensive to a particular racial or ethnic group;
- To be racially abusive, insulting or threatening;
- To apply pressure to discriminate on racial grounds;
- To stir up racial hatred or contempt.

Any objections and comments that have deemed to be inappropriate, offensive or racist have been removed.

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Natural England		Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. **Natural England does not consider that the Planning and Climate Change & Urban Design (including Parking Standards) SPD's pose any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation.** The lack of comment from Natural England should not be interpreted as a statement that there are no impacts on the natural environment. Other bodies and individuals may wish to make comments that might help the Local Planning Authority (LPA) to fully take account of any environmental risks and opportunities relating to this document.	Comment noted.

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		If you disagree with our assessment of this proposal as low risk, or should the proposal be amended in a way which significantly affects its impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act 2006, please consult Natural England again.	
A Khan		You have ruined Crawley… Crawley had been turned into concrete jungle. … Crawley Borough Council made mess of Crawley. Crawley had been turned into concrete jungle. Trees had been cut down as there is no tomorrow. … Stop house building untill Arshad Khan is elected. The plan is disaster, do not let it go through.	Noted. Issues are beyond the scope of the SPD.
Gatwick Airport Limited – Aerodrome Safeguarding		Under 'Massing and Materials' Para 2.42, mention has been made of aerodrome safeguarding, which is welcome. We would ask that mention of aerodrome safeguarding is also made under the following paras: **Public Realm Paras 2.4 – 2.6**. This would include landscaping and the formation of public open spaces which have the potential to attract birds.	Aerodrome Safeguarding is a critical issue for development in the Borough. The points raised will be incorporated into the SPD. Specific mention of aerodrome safeguarding in the Public Art section

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		Public Art Paras 2.21 – 2.26. This mentions lighting and could also include lasers. Lighting proposals can be an issue as they could replicate aeronautical ground lighting and/or could cause dazzle or glare to pilots. **Lighting Paras 2.29 – 2.31**. As above **Sustainable Design Paras 2.32 – 2.38.** This includes SUDS and green roofs. Some SUDS schemes and large areas of green roofs can be attractive to birds, as mentioned in the 'Planning & Climate Change' document. Alternatively a new paragraph with regard to aerodrome safeguarding, could be inserted at the beginning of the 'Best Practices Principles & Sustainable Design' section along the lines of: *An important consideration for any scheme is the potential impact on aerodrome safeguarding for Gatwick Airport. For example large landscaping schemes, water bodies, SUDS, lighting, building design, use of cranes and some types of renewable energy schemes all have the potential to impact on airport operations.* **Urban Design Consultation Statement** No aerodrome safeguarding comments **Parking Standards Plans** No aerodrome safeguarding comments	will not be required as this will be addressed under lighting.
Sport England		Sport England believes that being active should be an intrinsic part of everyone's daily life – and the design of where we live and work plays a vital role in keeping us active. Good design should contribute positively to making places better for people and create	Agreed. Active Design for healthy living will be incorporated into the SPD.

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		environments that make the active choice the easy choice for people and communities. Sport England would therefore recommend that its Active Design Guidance http://www.sportengland.org/facilities-planning/planning-for-sport/planning-tools-and-guidance/active-design/ is referenced within this section and would expect to see the principles on Active Design embedded in any subsequent Local Plan policy.	
John Cooban		Similar considerations to the… [comments received for the Climate Change SPD] – an underappreciation of the importance of planning for space for trees / urban forest / tree cover in street scene, as backdrop to, and out of public view within development. Needs recognition of the fact that worthwhile trees have a longer life-cycle / design life than most new buildings.	Noted. However, no changes considered necessary as the SPD addresses trees and vegetation in section 4.27. Furthermore, trees and vegetation are also addressed in the Local Plan – in policies CH6 and CH7 directly and policies CH9, CH10, CH11 and CH17. All policies provide for the safeguarding of trees and vegetation where appropriate and establish mechanisms for controlling development vis-à-vis trees and vegetation. Furthermore, detailed coverage of the issue can be found in the Planning and Climate Change and Green Infrastructure SPDs.
	2.37	Two paragraphs numbered 2.37.	Paragraph numbering has been checked and amended accordingly.

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	Paragraph 4.27 et seq	seems rather inadequate – reference to BS 5837?	This is picked up in far more detail in the Green Infrastructure SPD in relation to trees. It is not considered necessary to repeat here, as each of the SPDs should work together alongside the Local Plan and national policy. However, trees in relation to urban design is important to retain in this SPD, and the link/cross-referencing has been provided to the Green Infrastructure SPD as part of the section heading, to clarify this.
	Para. 4.30	the correct term is arboriculturist not arboriculturalist. You can check with Arboricultural Association –'People able to care for your trees are generally either consultants (*tree advisors* or *arboriculturists*) or contractors (*tree surgeons* or *arborists*).'	Noted, will be amended accordingly.
		I have not checked the SDP bibliography, but it should definitely include TDAG's Trees in the Townscape – A Guide for Decision Makers and its companion Trees in Hard Landscapes – A Guide for Delivery. Parking Standards: within the lifetime of this SPD, should there be some consideration of whether 'urban tree cover standards' might become just as important? Why can't the SPD be used to highlight some of Crawley's townscape disaster areas most in need of improvement through urban design?	Noted. The SPD cannot introduce new requirements which are not in the Local Plan. If a Local Plan review included urban tree cover standards in the future, the SPD would be updated to include. The SPD is not a tool to pinpoint bad or unsuccessful planning, but rather to identify principles and approaches that

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			will positively contribute to placemaking in Crawley. Sites that are identified for public realm improvements are either included in the Town Centre SPD or in the council's Capital Works Strategy.
Environment Agency		The Urban Design SPD doesn't give much weight to the use of native, biodiverse planting schemes in developments, which will not only help achieve local biodiversity ambitions, but will also help with climate change adaptation, as wildlife in the borough are likely to be significantly impacted by climate change, and the policies within the document do not aim to address the impacts of climate change on native wildlife. If these issues are adequately covered in green infrastructure documents, they should be cross referenced within your document.	Noted. Cross-referencing between the documents has been included in the SPD wherever appropriate.
West Sussex County Council	Annex 1: Parking Standards	It is noted that the document sets out two options for interim parking standards which Crawley Borough Council proposes to adopt pending the outcome of WSCC's forthcoming review of countywide parking standards and the Borough Council's response. Whilst Option 2 has merit because it would use the WSCC Parking Demand Calculator as applied across the rest of West Sussex, Crawley is by its nature relatively uniform in terms of accessibility by sustainable modes. In view of this a zone-based standard is considered particularly suitable for Crawley and Option 1 is therefore preferred over Option 2. However because Option 1 does not make any reference to unallocated residents/visitor parking	Noted. Option 1 is proposed for adoption. We do not wish to be too prescriptive about the amount of unallocated/visitor spaces required in new residential developments, so have not included a set standard in the annex. Guidance has however been added to the effect that where allocated parking is proposed, appropriate allowance in terms of

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		spaces it is requested that a standard be included for provision of unallocated spaces within new residential developments. We would also support the ability for a developer to provide a lower than standard parking provision subject to individual circumstances. The evidence required to support this should include information to demonstrate where overflow parking demands can be accommodated (on-street or elsewhere), that there is sufficient capacity for these demands to be met and that mitigation can be provided where necessary to ensure that overflow parking would not create a highway safety issue. This could for example include the funding of additional waiting restrictions.	unallocated parking should be included. Noted. The guidance has been expanded to incorporate these requirements.
Colin Maughan		Thank you for telling me about the forthcoming publication of these two valuable documents on climate change and urban design. The latter is of especial interest to me, as a designer. You may know that I have spent time commenting on the current planning application to redevelop the Crawley Railway Station site, and to improve the rather chaotic bus station. If it goes ahead I hope that its recognition that road traffic in Crawley town centre is still too dominant, with traffic lights, pedestrian crossings and busy long stretches of railing everywhere. And also that the town's Garden City character is being lost, as building densities increase. During most of my working life there has been a trend to change central urban areas, by completely pedestrianising them. This isn't usually altogether satisfactory, and it has been a surprise to find that recently cyclists and pedestrians are less polite, careful and disciplined than drivers.	Noted. Matters of style will be kept under review.

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		One of my jobs was to do "artist impressions" of how architectural projects would look when built – also, I made architectural models. Because we were aware that many built environments are much more attractive when they include mature trees (including pollarded trees in the French tradition), a generous number of trees were usually included in the drawings, paintings and models. However, the reality, when it was built, was much worse for the omission of the trees or unduly fragile trees being vandalised. For many year the management of the town's trees was good, but now many trees have been and are still being butchered. I recently wrote to your colleagues who are responsible for this, but as often the case, I have had no reply, in this case from Russell Spurrell, your Arboricultural Officer.	Noted.
	Page 8	The change to the paving of streets illustrated in Figure 2 isn't altogether satisfactory. The "improved" example is ambiguous because the stone and/or concrete new paving is neither fish nor fowl. Horsham town centre has been repaved with stone setts, which Horsham probably never had. In this part of the world, as can be seen in old photographs of Crawley High Street a surface of finely graded loose stone was probably used. Chichester's pedestrianised streets have had a similar bogus, expensive make-over. This area of Sussex is traditionally a sandstone area, using stout from local quarries – as evident still in Horsham, where the old buildings have "Horsham slate" rooves. If this material was used more it would be all too easy to go over the top, as in the Mayfair example. Dutch practice is worth following, as they often combine pedestrian and wheeled traffic successfully. I agree with your 2.9.	Noted.

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	Page 11	Street furniture. The aggressively "creative" solution to public seating in your Figure 5. Tooley Street reminds me of the annoyingly uncomfortable stainless steel seating that recently appeared in Crawley town centre. The pedestals are too high for anyone under 6 feet high, and its loud visual quality is unduly expensive and vulgar. Crawley needs decent public toilets more than space age street furniture. German firms do much better outdoor benches. I have already sent you one firm's catalogue. Don't specify anything from Marshall's catalogue apart from concrete road curbs.	Noted.
		Public art. Crawley has already had more failures than successes in this field. Since Saatchi Brothers and Goldsmiths College promoted "conceptual art" which is world-wide very big business, hardly any good works of art have been produced. Like any other human activity, skill is required if good work is to be achieved. So-called artists now have not been well trained – for instance no good statues have been done for 50 years. If you feel you must spend money on public art you might be able to sign up to a scheme where work circulates, as on the empty plinth in Trafalgar Square. So far, the work shown there illustrates my point, as it has all been unsuccessful compared with statues done in the past.	Noted.
	Page 25	Dormer windows. I don't agree with this dismissal of all dormers, and it (I mean the concern with the front/façade and "don't worry about the rubbish round the back" approach) reminds me that the real quality of a building or a town could be judged by looking at the backs of buildings. When the New Town was designed the access to shops for delivery vehicles was given careful thought.	Noted.

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	Page 27	Paved gardens. Clearing minor roads of parked vehicles is important, but almost all the brick and concrete paving done on front gardens near me is impermeable, and the example in your Figure 17 is the most unsightly I have seen. The traditional network-like cast pierced concrete blocks, which grass almost hides, has always been satisfactory. Marshall's may list this in their catalogue. In my garden, I have a patio made up of local Warnham bricks laid on soil on their edges, and it blends in well with the concrete blockwork. Brick floors are a traditional (expensive) feature of farmhouses in this area.	Noted.
	Page 31	Shop fronts and fascia board design. Coming from the 1968 generation, I don't like regulations, but knowing that Crawley Council tries to have some control over the appearance of its shops externally, I visited Hatfield and compared its high street at day and at night with Crawley's. The Hatfield shops have evidently been given a freehand, and evidently wish to appear like Las Vegas. As they haven't quite achieved the fairground appearance, the town is simply a chaotic nightmare of poor quality lettering and logos, so CBC is doing a good job in this respect.	Noted.
	Page 36; 4.80	Freestanding signs. In general I agree, but you need to show a better example. Someone could pave it over; the brickwork isn't properly constructed and the oakleaf symbol, and the company name are too small, and feeble. You should always show the best examples you can find. I can show you any number of good ones if you ask me. As with my previous reading list – if you haven't read Lewis Mumford's "The Culture of Cities" you are probably a lost soul. It's no good showing poor examples.	Noted.

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	Page 39	Shrublands is nearly a lost cause as a conservation area – an example of how not to do it. even the CONSERVATION AREA sign is ghastly and an example of bad signing. Please don't let it happen again. Malthouse Road. This remarkable area, which is as you describe it, except that some cottages have been unsympathetically converted into offices. Could they be brought back? It is such a successful Edwardian development that it should be famous. There was a small version that should have been preserved on the present Asda site.	Noted.
		Conclusion As I have said before, this series of documents is a remarkable achievement, but it is being done at a time when most UK town centres are in crisis due to the credit crunch, cuts in county council's budgets, a shortage of skills due to the change from technical colleges to universities, shopping being done on-line instead of in shops, the introduction of shopping malls, too many supermarkets who are allowed to sell everything, and greedy developers enjoying the benefits of new-build being free of VAT. In spite of this you are doing well. PS. I was hoping you would forget to redo Queen's Square. Perhaps it will be the last big mistake CBC makes.	Noted.
	General SPD Comment	In such important, complex documents it would be helpful in the short run, and probably even more so in the long run, if there was a good index. I realise Crawley Borough is only a publisher in a modest way, and indexing is a profession in itself. I expect it delays	Noted, but this is a time-consuming exercise and the advantages therefore need to be weighed against other possible improvements to the

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		publication and it is probably very expensive, but the successful implementation of the policies relies on being able to find the relevant parts fairly easily, and again.	guidance. In general the approach is to try to provide adequate signposting by means of contents, visual aids, and clear formatting.
		Similarly, in a way, it is important to research pictorial examples in such reports very thoroughly. When you think of how very carefully the wording in the report has been edited the pictorial matter is much more hit or miss. I am thinking especially of the examples I mentioned in my comments on "Urban Design" pages 8 and 36. Examples in pictorial guidelines need to be very good examples – almost caricatures – and if in doubt backed up by their own captions, as well as figure numbers. I am thinking particularly about Figure 3 (page 9) and Figure 4 (page 10) showing Hornchurch High Street. After the changes this environment looks as though something has been done to it. The same applies to the changes shown in Figure 2 of London's Mayfair. As the report says, the streets should provide space for vehicles, cyclists and pedestrians to all move comfortably. But while wheeled traffic moves more or less in one direction, people, having legs, that allow them to go directly from A to B, move freely. Visually at least, the insertion of two long, straight pavements into the two lanes previously provided for wheeled traffic form an additional barrier to crossing at right angles made up of two bogus footpaths that nobody would wish to walk down. The waisted treatment and low curbs in Crawley Broadway are more successful. An example of a misjudged visual and physical barrier is the dual carriageway separating the new John Lewis and Waitrose from the central shopping area in Horsham. It is almost a satellite, like County Oak in Crawley. When it first opened, I went to look at it, and people in the town grumbled	Noted.

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		to me about losing the small, more central Waitrose. The new Waitrose has a decent number of customers, nevertheless; the John Lewis shop was nearly empty and wasn't doing well, and the huge car park was nearly empty too. The Ford site was available, so a gamble was taken, and it might work, but I can't see it as skilful urban design. There is what may be a better example on the outskirts of Ipswich, near one of the railway stations, probably Washbrook or Westerfield, although I haven't had the time to explore it yet. There are also schemes in London in Camden, and in Exhibition Road, and in Brighton. You will know more about this. The risk is that with our lazy shoppers, who need the exercise but don't feel inclined to take it, and out of town motorist customers who worry about parking, planners' efforts to improve the urban environment are not always appreciated. I have heard nothing but complaints about Brighton's efforts so far.	
		Somewhere in your reports I think I have read that the council would like to ensure that landlords keep their property well maintained when it is empty. This is only fair to shopkeepers in adjacent properties, but the council's own record isn't as good as it might be, either.	Noted.
		I have grumbled a lot about the proposed Queen's Square regeneration scheme, including moving the bandstand and the Martletts sculpture, but I haven't recommended restoring the town clock. It is still in store somewhere. It was pleasing to see that Morrison's architect incorporated one. I think all villages and towns should have focal points, and both the Old Town and the New Town	Noted.

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		are losing them, partly due to the changes made by traffic engineers to turn them into circuits for motorists.	
		As far as I know, there is no reference in the reports to changing planning regulations to allow a richer mix of uses. I am well aware that having industrial premises and housing adjacent causes problems. I used to stay in Putney in a friend's flat which was over a bakery. It was impossible to sleep at night due to the machinery running and vans and lorries coming and going. However, other European countries make mixed uses work and it results in much livelier and interesting urban scene. This applies of course also to cinemas, pubs and nightclubs. Young people in Horsham tell me there is nothing to do there after the shops close. The same applies to the zoning of housing which results in wealthy people living near lakes and rivers on the warm, sunny side of town, and the proletariat near railway stations on the cold, windy side of towns.	Noted.
	Page 25	I was amazed to read "Dormer's are best kept to the rear of property, and are not acceptable to the front". Sometimes, when householders want to make more use of roof space, and there is a minimum headroom it is evident externally that they are a recent addition, with a appearance. As you know, roof pitches have been reduced since thatch was abandoned, and especially with the introduction of slates and modern concrete tiles at much lower pitches. This obviously reduced the roof spaces. In these circumstances, cast iron flush windows and Scandinavian Velux windows work well and are less obtrusive visually than solar panels. This rash generalisation is likely to lead to a loss of character in the	Noted.

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		urban environment like the removal of chimney stacks when central heating is installed. I will try to find some typical examples of good dormer windows – they are part of the Western architectural vocabulary (enc. Images)	
		Similarly, here in Shrublands, in a conservation area, householders have damaged the architectural appearance by hanging curtains rather than leaving the windows along or using roller blinds or venetian blinds.	Noted.
	General SPD comment	Would it be too late to number all these publications? As some of them have long, complex titles, it might make using them a little easier, a similar rationalisation to the idea of an index perhaps?	Noted, but on balance it is considered simpler not to number them, particularly given that there is a difference in status – i.e. SPDs/Guidance Notes. Also the adopted Manor Royal Design Guide SPD is not numbered.
	General SPD Comment	The typing style of the texts incorporates the ancient American Pitman practice of using two word spaces after full points (stops). This isn't necessary and visually it leaves white holes in a page of text.	Noted. Matters of style will be kept under review.
	General SPD Comment	In structuring your content it is usually unnecessary to use more than one form of emphasis. Thank goodness "all capitals" hasn't been used much. URBAN DESIGN and PLANNING AND CLIMATE CHANGE. Only use "&" on trade names, like G&T incidentally. So	Noted. Matters of style will be kept under review.

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		avoid using large and bold type. Don't underline type it is an annoying aberration introduced with computers. Text lines containing more than 60 characters are difficult to read and best avoided. Setting with close word spacing and left looks better on the page than justified type, which has variations in word spacing. Don't justify short measures – huge word spaces appear. Letter spacing should be closer the larger the type – you have over large, bold type with wide letter spacing, and as a result, the words fall apart visually. Too many capitalised words are used in headings and sub-headings. The rule is "if in doubt use lowercase". Where boxes are used, avoid coloured or grey backgrounds – this is using two methods of emphasis instead of one. Even better avoid using line boxes and use grey or coloured backgrounds instead. Sometimes tabular work with horizontal rules looks better than boxes (enc. example sketch). For the sake of clarity, and visual interest on the page, make pictures larger – without the cut-outs for figure numbers and captions. Make them as large as picture quality and their relative importance in the content justifies (enc. example sketch). Try to specify a hierarchy of type sizes and weights from titles, chapter headings, subheadings and shoulder headings to figure numbers and captions to footnotes. Avoid too large jumps and extremes in sizes of type.	

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		When using pictures as illustrations, as well as making them larger, and therefore more interesting, adjust the perspective on your computers to that buildings/ architectural verticals are correct. It looks better on the page and less amateur. Sometimes, more than one good example is better than a single out. Pictures of bad practice are sometimes difficult to use, unless they have their own explanatory captions. Or the good and bad are obvious (enc. example sketch).	