Statement of Consultation

This statement has been prepared in order to comply with the requirements of the Planning and Compulsory Purchase Act 2004, for the adoption of Supplementary Planning Documents by Local Planning Authorities and under Regulation 12(a) of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Published by

Arun District Council
Planning Policy

May 2020
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1. **Name of Supplementary Planning Document (SPD)**

1.1 The name of the document is **Arun District Design Guide Supplementary Planning Document (SPD)** and is often referred to as the Design Guide SPD.

2. **Purpose and Background of the SPD**

2.1 This consultation statement has been prepared in accordance with Regulation 12(a) of the Town and Country Planning (Local Planning) (England) Regulations 2012, which states that, before a local planning authority adopts a supplementary planning document it must prepare a statement setting out:

   - The persons the local planning authority consulted when preparing the supplementary planning document;
   - A summary of the main issues raised by those persons; and
   - How those issues have been addressed in the supplementary planning document.

2.2 The Council has prepared a Statement of Community Involvement which shows how it will involve the community in its plan and policy-making process. This document can be viewed on the Council’s website.

2.3 The Planning and Compulsory Purchase Act 2004 sets out the requirements for preparing SPDs as part of the planning process. SPDs should build upon and provide more detailed advice or guidance on the policies in the Local Plan.

2.4 The SPD does not create new policy. The adopted Arun Local Plan 2011-2031 sets the planning framework up to 2031 with the Arun District Design Guide SPD providing a further level of detail to guide development proposals.

2.5 The SPD will be a material consideration in the determination of planning applications alongside the Local plan and other planning policies.

2.6 Within the revised NPPF 2019 Government policy places increased emphasis on the importance of good design and within paragraph 126 states that “to provide maximum clarity about design expectations at an early stage, plans or supplementary planning documents should use visual tools such as design guides and codes.”
Policy Context

Arun Local Plan

2.7 The adopted Arun Local Plan 2011-2031 (ALP) contains Chapter 13 specifically relating to aspects of design and contains linkages throughout various other policies to design aspects and the chapter as a whole. The Arun Design Guide is intended to provide further supplementary information to assist landowners, developers and applicants and planners to assess the quality of the designs proposed. It is seen as the key document for delivering high quality, well designed places in Arun.

2.8 Policies D SP1 ‘Design’, D DM1 ‘Aspects of form and design quality’ and D DM4 ‘Extensions and alterations to existing buildings’ provide a framework which sets the principles of good design across the District. Good design is an integral part of good planning, therefore the design policies are in conjunction with all other policies in the Plan including the strategic policies. They also require development to comply with the Arun District Council Design Guide which will be brought forward through the Design Guide SPD.

2.9 It is useful to note Arun’s Local Plan strategic objectives for Design is:

"To plan for climate change and work in harmony with the environment to conserve natural resources and increase biodiversity."

"To create vibrant, attractive, safe and accessible towns and villages that build upon their unique characters to provide a wide range of uses and which are a focus for quality shopping, entertainment, leisure, tourism and cultural activities."

"To plan and deliver a range of housing mix and types in locations with good access to employment, services and facilities to meet the District’s housing requirements and the needs of Arun’s residents and communities both urban and rural, ensuring that issues of affordability and the provision of appropriate levels of affordable housing are addressed while supporting the creation of integrated communities."

National Planning Policy Framework

2.10 Good quality design is an integral part of sustainable development. The National Planning Policy Framework recognises that design quality matters and that planning should drive up standards across all forms of development. As a core planning principle, plan-makers and decision takers should always seek to secure high quality design.

2.11 Planning has a critical role to play in the delivery of good design. The Government’s recent reforms (e.g. National Planning Policy Framework (NPPF 2019)) have ensured that good design and good planning should be indivisible and have set a policy framework that facilitates the delivery of good quality places on the ground. The NPPF
2019 promotes the principles of good design throughout the framework but it is particularly addressed in Chapter 12 – Achieving well-designed places.

Paragraph 126 is of significance to producing the Design Guide SPD ‘To provide maximum clarity about design expectations at an early stage, plans or supplementary planning documents should use visual tools such as design guides and codes. These provide a framework for creating distinctive places, with a consistent and high quality standard of design. However their level of detail and degree of prescription should be tailored to the circumstances in each place, and should allow a suitable degree of variety where this would be justified.’

2.12 The SPD is aimed at all those involved in the planning, design and development of the built environment. It is likely to be useful to practitioners of differing levels of interest and skills – ranging from those with a general interest and without a design or development background, to those considering, or actively involved in, the preparation and use of the documents. Its audience however is wider than the specialist professions, and it will also be of interest to local communities and local authority elected Members.

Strategic Environmental Assessment Screening

2.13 Prior to producing the SPD a Strategic Environmental Assessment Screening Report in line with European Directive 2001/42/EC and Part 9 of the Environmental Assessment of Plans and Programmes 2004, as to the need for an environmental assessment of the SPD, was produced. This highlighted the Council’s intentions and described the scope of the Screening to be carried out for the SPD.

2.14 The screening process is based upon consideration of standard criteria to determine whether the plan or programme (in this case the Design Guide SPD) is likely to have “significant environmental effects”. This has been split down into 2 stages, the first in terms of determining the need and the second in terms of the significance.

2.15 This Report was circulated to the 3 statutory environmental bodies – Environment Agency, Natural England and Historic England – from 2nd December 2019 until 6th January 2020. They agreed with the determination that no “significant environmental effects” may be triggered and therefore there is no requirement for a full SEA. These responses can be viewed in Appendix 9.
3. Consultation overview

3.1 Consultation undertaken during the preparation of the Draft SPD

Details of key consultations undertaken during the development of the draft Arun District Design Guide SPD are provided below:

3.2 Town and Parish Stakeholder Consultation – July and August 2019

Comments were invited from all 21 town and parish councils in the District, with Littlehampton, Bognor Regis and Arundel invited to a meeting and all others invited to compete a questionnaire and/or phone interview. Refer to Appendix 3 and 4 for these documents.

3.3 Member and Officer Workshop – October 2019

A workshop was held for all Members and Planning Team Leaders on 3rd October 2019 to explain the key findings to date, discuss the structure and content of the Guide and to get feedback of any areas of guidance which should be included in the document. Appendix 5 provides more detail about this workshop. Following this workshop, Members and Officers provided comments on the working draft prior to the document being refined to be taken to Planning Policy Sub Committee.

3.4 Planning Policy Sub Committee (PPSC)

The Consultation draft document was taken to PPSC on 17th December 2019. This report updated members on the preparation of the Arun Design Guide Supplementary Planning Document (Design Guide SPD) – which will then be subject to a four-week consultation in the new year and then subsequent adoption by Full Council.

The Subcommittee

RESOLVED – That

(1) the proposed approach and timetable for the public consultation on the Consultation Draft version of the Design Guide Supplementary Planning Document, which will be published for public consultation from 9 January 2020 to 21 February 2020, be agreed;

(2) the Group Head of Planning, in consultation with the Planning Portfolio Holder and the Chairman, be granted delegated authority to finalise the Design Guide SPD Consultation document for publication; and

(3) following consultation, any responses be reported back to the Subcommittee to agree any further changes prior to the Design Guide being referred to Full Council for adoption.

Further details can be found on the Council website
https://democracy.arun.gov.uk/ieListDocuments.aspx?CId=182&MId=671&Ver=4
3.5 Strategic Environmental Assessment Screening

The SEA screening report was sent to the 3 statutory environmental bodies – Environment Agency, Natural England and Historic England – from 2nd December 2019 until 6th January 2020. They agreed with the determination that no “significant environmental effects” may be triggered and therefore there is no requirement for a full SEA. This can be viewed in the Appendix 9.

3.6 Formal Public Consultation on the Draft SPD – January / February 2020

Formal public consultation on the draft SPD was undertaken from 9th January to 21st February 2020.

3.7 Consultees

The following people/bodies were consulted:
- The general public
- All ADC Members
- ADC Town and Parish Councils
- Neighbourhood planning groups
- All consultees on the ADC Planning Policy consultation database
- Environment Agency, Natural England and Historic England
- Planning Agents
- ADC Planning Officers and other key service areas of the Council

3.8 Representations

Consultees were strongly encouraged to respond using the Council’s consultation portal as the most efficient and accurate way to capture your representation:
http://arun.objective.co.uk/portal
If this was not possible, we also accepted written responses by post using a response form ADDG Consultation Response Form.pdf [pdf] 147KB, or email responses using the response form submitted to: localplan@arun.gov.uk

3.9 Consultation methods

A number of methods was used to seek responses as follows:

- The documents were available for viewing throughout the consultation period between 9am and 4pm at the Council Offices in Arun Civic Centre (Littlehampton) and Bognor Regis Town Hall. Consultation boards were displayed at both venues throughout the consultation period, see Appendix 10 for the consultation boards.
Available at the libraries within Arun District

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<th>Library &amp; Opening Times</th>
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<td>Monday to Wednesday 1pm – 5pm and Thursday to Saturday 9am – 1pm</td>
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<td>Arundel</td>
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<td>Monday to Wednesday 1pm – 5pm and Thursday to Saturday 9am – 1pm</td>
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<td>Bognor Regis</td>
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<td>Monday 9.30am – 7pm, Tuesday to Thursday 9.30am – 6pm and Friday to Saturday 9.30am – 5pm</td>
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<td>East Preston</td>
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<td>Monday to Wednesday 1pm – 5pm and Thursday to Saturday 10am – 2pm</td>
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<td>Ferring</td>
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<td>Monday, Tuesday, Thursday and Saturday – 9am – 1pm and Wednesday and Friday 1pm – 5pm</td>
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<td>Littlehampton</td>
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<tr>
<td>Monday 10am – 7pm, Tuesday to Thursday 10am – 6pm, Friday 10am 5pm and Saturday 10am – 4pm</td>
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<td>Rustington</td>
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<td>Willowhale Aldwick</td>
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<td>Monday to Friday 10am – 5pm and Saturday 10am – 2pm</td>
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Two drop-in consultation events were held so the public could speak to officers about the Design Guide on Monday 13th January 2020 between 3:30 and 5:30pm at Bognor Regis Council Chamber and on Saturday 25th January 2020 between 10am and 12:30pm at Bizspace Littlehampton, Courtwick Lane, BN17 7TL. Along with the copies of the actual document, there were consultation boards displayed and copies of these can be found in Appendix 10.

3.10 Notices were also placed in the Gazette and on the Council website and social media. Statistics of online usage are below:

3.11 Statistics of the consultation on Arun District Social Media

Posted on:
Facebook 9 times
Twitter 9 times
Instagram grid 3 times
Instagram stories 6 times

Posted to:
Facebook 2,730 followers
Twitter 4,747 followers
Instagram 400 followers
Facebook posts were reached by an average of 1000 people over the duration of the consultation. Instagram stories were viewed by an average of 70 people each time.

3.12 **Website traffic data during the Design Guide consultation**
Due to the size of the document it was split into sections on the Arun District Council web page and was accessed as follows:

- Part 1 207 times
- Part 2 153
- Part 3 119
- Part 4 110

A full PDF of the document was uploaded on the objective consultation portal.

3.13 **Consultation Representations and Modifications**
A total of 29 people/bodies made representations on the SPD, with 19 in general support of the document, 9 in neither agreement nor disagreement but providing useful suggestions and clarifications to help strengthen the document and 1 objection from East Preston and Kingston Preservation Society. There were also internal comments from Officers who were all supportive of the Guide. **A summary of all the representations received during the consultation and the proposed modifications can be viewed in Appendix 1.**

3.14 The Arun Design Guide SPD – Final Draft April 2020 incorporates all the proposed changes as identified in Appendix 1 and is now interactive. This means that when you pass your cursor over a button it changes colour, before you press it to go to the actual location.

Buttons can be found at the following locations:
- Table of Contents: Buttons before each section and letters-buttons before each chapter.
- Cover of each section: Letter-buttons before each chapter title and round button next to the section title bringing you to the beginning of the document.
- At each page at the top right corner: Section indication leading you to the beginning of the section and chapter-letter buttons getting you to the beginning of each additional chapter.
- Round icons at the beginning of the abbreviation table, the reference list and the glossary linking you to the beginning of the document.
- At the reference list all document titles are linking to the additional resources.
4. **Appendices**

- **Appendix 1**: Modification Table
- **Appendix 2**: Parish and Town Council Questionnaire
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Appendix 1 - Table of Modifications
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<thead>
<tr>
<th>Comment reference</th>
<th>Date received</th>
<th>Consultee</th>
<th>Method of response</th>
<th>Comment/Objection/Support</th>
<th>Summarised Comments</th>
<th>ADC response</th>
<th>Proposed changes - new text in red</th>
</tr>
</thead>
<tbody>
<tr>
<td>DG 001</td>
<td>10/01/2020</td>
<td>W Corney</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>Generally supportive of the document but concerned that it will not be effectively used.</td>
<td>There are no suggested changes but we note the concerns made.</td>
<td>No change required</td>
</tr>
<tr>
<td>DG 002</td>
<td>12/01/2020</td>
<td>R Blott</td>
<td>Objective</td>
<td>Neither agree nor disagree.</td>
<td>Generally supportive of the document but concerned that it will not be effectively used.</td>
<td>There are no suggested changes but we note the concerns made.</td>
<td>No change required</td>
</tr>
<tr>
<td>DG 003</td>
<td>16/01/2020</td>
<td>D Chester</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>In the section 'materials and design' use of traditional materials and design details such as flint 'will be supported where this reflects the vernacular of the local area'. The requirement for private amenity space in new build houses should be maintained. Concern about the section on 'backland' development and suggest that a definition should be given of what is deemed an 'unacceptably small garden'. The requirements of the guide could add significant cost to development and although generally supported, it would be good if it is added as policy in the Local Plan as part of the Review.</td>
<td>We note your concerns and have made proposed changes accordingly. In regards to your concern about reflecting local character in terms of scale, height and density limiting the Council's ability to achieve its housing target; it is important to note that reflecting local character is consistent with National Planning policy and local policy so this is always the starting point. The document is set out in chapters and Section 3 has specific chapters for household extensions and building conversions but it is one SPD. The final output will be interactive to aid navigation of the document. The 3 sqm useable space for balconies is a minimum and in line with what can be used as a guide. This document is to provide guidance so it is not intended to propose specific areas for high rise blocks. The concern about the validity of the document as an SPD and the possibility of it being additional cost to developers is noted but it is important to note that the guide does not introduce any new policies but adds clarity to the existing policies of the Local Plan which is what an SPD does.</td>
<td>In the section 'materials and design' use of traditional materials and design details such as flint 'will be supported actively encouraged where this reflects the vernacular of the local area'. In section P.01 Infill Development under section: Backland Development- page 130 Include a definition for 'unacceptably small gardens'.</td>
</tr>
<tr>
<td>DG 004</td>
<td>13/01/2020</td>
<td>Arun District Bridleways Group Letter</td>
<td>Email</td>
<td>Comment / Support</td>
<td>In summary, the Bridleways Group thinks that Arun District Council could be using this Guide to both resolve and satisfy various policy issues and defects already identified in respect of the coastal plain, but there needs to be greater clarity and determination within the Guide in order to achieve this objective.</td>
<td>The document is guidance on design and is not a policy document for multi user routes on the Coastal Plain but recognises that further emphasis is required in regards to provision of bridleways or multi modal access routes as a priority with new developments. Further clarity is required where multi modal access is mentioned to include horse riders, walkers, cyclists, joggers and disabled people.</td>
<td>The need for bridleway provision is included in the checklist in the Movement Framework but not in the actual guidance section. The text in F.01 page 51 is to be revised as follows: Pedestrian and cycle routes may be provided alongside (but separated from) those for traffic, or through dedicated cycle ways, footpaths, bridleways and multi-user tracks, linked with surrounding strategic networks (eg. Public Rights of Way, National Cycle Network). Include the West Sussex Rights of Way Management Plan 2018-2028 in the reference section and add new paragraph to the text as follows: Most villages on the coastal plain within Arun District have horse paddocks and stables on the urban fringe. It is encouraged that bridleways are provided to link with the coastal plain as identified within the West Sussex Rights of Way Management Plan 2018-2028. Where multi modal access is mentioned, clarity</td>
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<td>DG 005</td>
<td>31/01/2020</td>
<td>L Monchuk</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>I am pleased to see that the importance of crime prevention is considered throughout this Guide. Perhaps it would be useful to specifically refer to the principles of Crime Prevention through Environmental Design and cite the research to evidence its importance /inclusion. Whilst I acknowledge the importance of ensuring places and spaces are well connected (and the benefits of this), I highly advise that you review this section to ensure that applicants are reminded of the importance movement in facilitating opportunities for crime and disorder. I did wonder whether you Design Guide may benefit from an inclusion referring to the principles of Crime Prevention through Environmental Design (CPTED) which include: Surveillance, Movement Control, Physical Security, Defensible Space and Management and Maintenance. I was pleased to see the section on 'Corner Houses' and the importance of ensuring that there's adequate natural surveillance. Surveillance is a key principle of Crime Prevention through Environmental Design and blank gable ends should be avoided.</td>
<td>The guide addresses the importance of movement while highlighting that security and crime prevention measures are proportionate but could further include the principles of crime prevention. The checklist for Corner buildings include avoiding entirely blind gable ends on corners.</td>
<td>should be provided to include all users including horse riders, walkers, cyclists, joggers and disabled people. Include reference to the principles of Crime Prevention through Environmental Design (CPTED) which include: Surveillance, Movement Control, Physical Security, Defensible Space and Management and Maintenance.</td>
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<td>DG006</td>
<td>31/01/2020</td>
<td>Aldwick Parish Council</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>Members gave an overall positive response to the Design Guide but for clarity, they would have liked the sections to have been laid out in the manner of the Arun Local Plan.</td>
<td>There are no suggested changes but we note the concerns made. However, the two documents are very different so their formats are set out accordingly.</td>
<td>No change required</td>
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<td>DG007</td>
<td>31/01/2020</td>
<td>Anonymous</td>
<td>Hard copy</td>
<td>Comment / Support</td>
<td>I generally agree with all the comments, however mixing cars and bicycles in ever increasing busy roads is a recipe for disaster! We need to separate the two, wherever possible, with associated cycle lanes / routes. These can also be used by mobility scooters and other such devices. Would suggest there should be provision for electric/ hybrid car charging points for both on and off street parking? (I note references to this in 1.02) There are concerns in regards to 1. More emphasis on flooding is required here (i.e. Building on Flood Plains). 2. More use of 'Built-in' Photo electric cells might be warranted. It is vital that infrastructure is in place before developments occur as we in Arun are nearly in gridlock on our roads already. Delay after delay due to infrastructure improvements (i.e. bypasses) are crucifying our area. More schools / GP's and other services have to be in place before move into new</td>
<td>This document is not a policy document but a supplementary planning document which adds further detail to the Design policies in the Local Plan and therefore does not deal with provision of infrastructure and employment. The concerns on there being more emphasis on flooding is noted but the guide's remit is limited to the depth it can include a topic. In terms of movement framework this talks about incorporating a range of routes in order to offer people a choice over how to move and follow a clear street hierarchy.</td>
<td>No change required</td>
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<td>DG008</td>
<td>11/02/2020</td>
<td>Arun District Conservation Area Advisory Panel</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>The Arun District Conservation Area Advisory Panel welcome Arun’s initiative to commission this important SPD. The Design Guide is comprehensive and in keeping with current best practice. It will assist Arun DC in ensuring that new development is of high quality and, importantly, that it is also sympathetic to local character and distinctiveness. It will also assist local communities in preparing neighbourhood plans and forms a sound framework for the production of more detailed design guidance. Given the importance of design at all levels, it is suggested that Arun DC might wish to ensure that applicants are required to address how their proposed development complies with the design principles and advice given in the Guide. This could be achieved through the Local Validation requirements and would ensure that applicants for development at all levels, from major housing proposals to domestic extensions, give early and proper consideration to the quality of the design of their proposals.</td>
<td>Once the SPD is adopted by the Council, it will be part of the Local validation requirements.</td>
<td>No change required</td>
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<td>DG009</td>
<td>11/02/2020</td>
<td>WSCC Waste Management Services</td>
<td>Objective</td>
<td>Neither agree nor disagree</td>
<td>Neither agree nor disagree. Page 75 - H.07 Waste/Recycling storage Facilities &amp; Utilities Consideration should be given to providing extra capacity over and above what is considered the current arrangement for bin storage to take into account future recycling requirements. Space should be adequate for more bins should the need arise in the future, and should be secure and rodent proof. The collection of additional recycling waste types should be taken into account, such as the collection of food waste, and consideration for this impact on bin storage capacity/quality.</td>
<td>The concern in regards to recycling waste capacity is noted and the checklist text will be amended to address this.</td>
<td>Amend the first checklist point on page 75 - H.07 as follows: Provides sufficient space to store the volume of bins and extra capacity for all recycling waste types necessary to meet the needs of the building’s occupants and in a convenient and safe location.</td>
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<td>DG010</td>
<td>11/02/2020</td>
<td>Historic England</td>
<td>Letter</td>
<td>Comment / Support</td>
<td>Historic England fully endorses the SPD and considers it appropriate to provide a sound basis for the consideration of design matters in relation to planning and development in Arun district. Historic England would strongly advise that the Council’s own conservation staff are closely involved throughout the preparation of the SPD, as they are often best placed to advise on local historic environment issues and priorities, sources</td>
<td>Historic England’s full endorsement is noted with thanks.</td>
<td>No change required</td>
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<td>DG011</td>
<td>17/02/2020</td>
<td>Middleton on Sea Association</td>
<td>Comment / Support</td>
<td>Representations of Middleton-on-Sea Association (MOSA) in response to the Consultation draft of the Arun District Design Guide SPD MOSA are fully supportive of the initiative by Arun District Council to produce a District wide Design Guide and support the recognition within the guide of the development pressures that have been felt across the District and the need for focussed Design Guidance to ensure that future development better reflects the character of the local area and enhances rather than detracts from the built environment. MOSA considers that this dovetails with and is complementary to the Governments' National Design Guide (October 2019) and relevant statements within the NPPF. MOSA also fully supports the recognition afforded within the Design Guide to the need to adopt rigorous control over development within Areas of Character. However, it would be helpful to also recognise and reference within the SPD the Middleton-on-Sea Village Design Statement, which was adopted by Arun District Council as Supplementary Planning Guidance in December 2000 and which continues to provide strong local and relevant design guidance for new development within the area.</td>
<td>The concern about referencing the Middleton-on-Sea Village Design is noted. However, none of the other village design statement are referenced by name but is included on pg 23 as an aide memoir for users to access any existing statements for the area of the district that their proposal falls under. The final document will be interactive so that the user can click on the village design statements in the reference list and would be able to access it that way.</td>
<td>No change required</td>
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<td>DG012</td>
<td>19/02/2020</td>
<td>Pagham Parish Council</td>
<td>Objective</td>
<td>Neither agree nor disagree.</td>
<td>We would like to see more requirement for engagement with the Parish Councils on masterplanning for strategic and larger sites. The level of density should be relative to the density of surrounding existing development, not prescribed by a table in the code. No mention is made of bungalows, which are a key feature of housing in Pagham. There is a requirement for new estates to include bungalows to encourage downsizing to free up other housing stock. Council are supportive of ensuring a gap of at least 1m is left between extensions and boundary to ensure maintenance can be carried out. Section 3 O - Strategic housing and major development - no mention of consultation with parish council or local residents regarding a masterplan. This should be a requirement to</td>
<td>We note your comments in regards to requiring engagement with the Parish Council, however, Section B.02 outlines the design process and consultation including consultation with Town and Parish Councils from householder extensions to major applications. Bungalows are mentioned in C.05 which sets out the settlement character of the District. Bungalows are also mentioned in Section J in regards to accommodation for older people and downsizers. Section G.02 of the guide provides guidance on density.</td>
<td>No change required</td>
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<td>DG013</td>
<td>19/02/2020</td>
<td>C Hamilton</td>
<td>Objective</td>
<td>Neither agree nor disagree.</td>
<td>Chapters D and E, on pages 42-49 is not nearly demanding enough. 'Retains all trees and hedgerows of value...' Who is the arbiter of this? 'Re-provides for any loss of trees and incorporates further new planting of a range of species wherever possible...'. This far too bland, undemanding and non-enforceable. ADC should be specific for each application that e.g., one large/medium broad leaf English tree be planted for each residence - or similar demand. Ideally each large estate should have an area of parkland/woods. This is a major factor in the battle to achieve carbon capture. The whole Design Code is far too soft on climate change/carbon capture measures. I can find no DIRECTION with respect to tree planting. Not only for the visual improvement of new estates, it is vital as part of the battle against climate change that we insist on a specific level of tree planting. The information on electric vehicle charging points has to be in accordance with the adopted ADC Parking Standards SPD. The Design Guide is not a policy document, it sets guidance based on best practice to add more detail to the Local Plan. Whilst we note the suggestion of stipulating the number and type of tree to be planted, there is no remit or evidence by which the guide could do this. Section H.03 on Open Spaces includes Tree planting and landscaping is included throughout the text and in the checklists. It also ensures that developers do not reduce areas of planting by more than 30% and that they provide tree planting in lieu of any loss.</td>
<td>The Design Guide is not a policy document, it sets guidance based on best practice to add more detail to the Local Plan. Whilst we note the suggestion of stipulating the number and type of tree to be planted, there is no remit or evidence by which the guide could do this. Section H.03 on Open Spaces includes Tree planting and landscaping is included throughout the text and in the checklists. It also ensures that developers do not reduce areas of planting by more than 30% and that they provide tree planting in lieu of any loss. The information on electric vehicle charging points has to be in accordance with the adopted ADC Parking Standards SPD.</td>
<td>No change required</td>
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<td>DG014</td>
<td>20/02/2020</td>
<td>Barnham &amp; Eastergate Parish Council</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>These mirror closely the policies and views in our own Neighbourhood Plan Design Guide Draft. In particular the avoidance of 'anonymous' design and generic developer estates. The emphasis on local character, vernacular and materials is very welcome. The Neighbourhood Plan Team strongly believe that developers do not provide enough 1-2 bedroom accommodation or single storey (bungalows etc) for elderly/disabled. There should be more emphasis on links from new estates to the wider village and community. Car parking can blight the street scenes of estates but recent developments seem to have addressed this. What is not covered is the serious growing problem of commuter parking in residential areas. This needs to be included in the Design Guide. K.04 SUDS - needs to be stronger. 1. New section required: Street naming - should be driven by Parish Council/Neighbourhood Plan Team - names should be relevant to location. 2. ADC should require developers to consult the</td>
<td>It is recognised by the Guide that links that are important and this is covered in various parts of the guide including Section F which looks at the movement framework and G which looks at neighbourhoods. The parking information in the guide has to be in accordance with the adopted ADC Parking Standards SPD. The guidance given on levels of parking for all types of development should address commuter parking and prevent anti-social parking. The suggestions on other roof forms is noted but the guide makes it clear that new developments should not simply form an exact replica of their surroundings, particularly where existing design quality is poor. The examples given in the guide are not exhaustive. Whilst we note that it is felt that SUDS needs to be stronger, this is a guide and it needs to be proportionate. The incorporation of Sustainable Urban Drainage Systems (SUDS) can take a variety of forms and the easier ones are mentioned in the guide.</td>
<td>No change required</td>
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<td>Neighbourhood Planning Teams/Parish Councils on detailed design and materials to avoid the imposition of 'anonymous' design on our villages. 3. ADC should require developers to move to fabric-first standards and renewables in advance of national building control regs. 4. Drainage, sewage, SUDS - We would encourage stronger requirements and standards on new estates. Pollards Nursery (Ashdown Vale in Lake Lane) is an example of SUDS bad practice. 1. Add into roof forms: traditional half-hipped roofs 2. Disagree with statements on 'uninterrupted roof planes' strongly approve of complex roofscapes with hips, valleys, dormers, chimneys 3. UPVC windows - agree about standard (storm) plastic windows, but alternative style (casements in frames) are far more suitable as they look like traditional joinery. 4. Add in detail on glazing bars, leaded lights (if done well) and Victorian/arts and crafts style coloured glass</td>
<td>However, there is also the requirement to Prepare a plan identifying existing and proposed SUDs and flood defences, and how these have been integrated into the existing environment and scheme. The process of street naming is not part of the remit of this guide. Section B.02 outlines the design process and consultation including consultation with Town and Parish Councils from householder extensions to major applications.</td>
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<td>DG015</td>
<td>20/02/2020</td>
<td>S Vos</td>
<td>Objective</td>
<td>While one can only applaud the work that has been done to provide such a comprehensive guide, I have noted (2b) that there are technical reasons for the difficulty in navigating the text. The content is also so overwhelmingly dense that many who need to use it might give up, or do not succeed in finding the help needed. Many local householder applications seem to follow no guidance at all, in spite of the existence of a village design statement and Neighbourhood Plan. Fashionable colour schemes are proposed, especially those monochrome ones which look elegant on a page, but produce a lifeless structure. I do not think this Guide would be used by such applicants. It has been frustrating to have produced a local design statement and Neighbourhood Plan; to have Areas of Character and Buildings of Character in our village - and not always to have had these taken into account in the consideration of planning applications. The existence of a District Design Guide should support these local documents. It is also to be hoped that some consideration be made to the alterations that are inevitably going to be made to properties, however well designed in the first place. I have mentioned (3f and 4b)</td>
<td>The final document will be interactive which will aid the user to more easily navigate the document but there will also be a Non technical summary to accompany the guide so that users can quickly identify the sections of the guide they need to get to.</td>
<td>No change required</td>
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<td>DGO16</td>
<td>21/02/2020</td>
<td>C R Self</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>The documentation is far too long and complicated for normal residents to take in. Perhaps a shorter, more simplified version would be helpful in order to gain better responses. This is a great area to live and work. People are generally very courteous and polite, usually having time to say 'hello' or have a chat. Security is important as a large part of the population are retirees. Flood defences are important. Please make sure the road signs are cleaned and the verges kept neat/tidy, as this is so important for locals as well as visitors. Potholes continue to be an issue. Still lorries are allowed to travel up and down Long Furlong, this has to be dealt with. Good to see more restaurants popping up along the coastline offering wonderful seaviews, which in turn attract more tourists /income. The carpark near TK Max in Worthing should be better lit, especially by the payment machines.</td>
<td>It is recognised that the document is big but unfortunately there is a lot of information to address. The final document will be interactive which will aid the user to more easily navigate the document but there will also be a Non technical summary to accompany the guide so that users can quickly identify the sections of the guide they need to get to.</td>
<td>No change required</td>
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<td>DGO17</td>
<td>21/02/2020</td>
<td>East Preston and Kingston Preservation Society</td>
<td>Objective</td>
<td>Objection</td>
<td>This draft should be abandoned. A new draft should be prepared which follows from the National Design Guide. It should translate the objectives of that Guide into design features that can be used by local architects and designers. Where the National Guide says that good designs reflect local character, the Arun Design Guide should describe the local character in sufficient detail for a designer to incorporate this character into designs. The Arun Design Guide need be no longer than the National Design Guide. The length and complexity of the present draft would ensure that it was not used. It is a fundamentally mistaken and product that has no value.</td>
<td>The aim of the Design Guide is to provide detailed information that supplements the design policies of the Arun Local Plan, raising the design standard across the District and setting out Arun District Council’s expectations on how the distinctive character and qualities of the District should be respectfully improved and enhanced through development. The guide has been prepared in accordance with both the National Planning Policy Framework and the National Design Guide. It reflects all the ten characteristics of the National Design Guide. It is important to note that the design guide is a guidance document on how development can be carried out in accordance with good design practice and provided further detail to the design policies of the Local Plan. Comments were invited from all 21 Town and Parish Councils in the District, over half of whom provided a response.</td>
<td>No change required</td>
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<td>DGO18</td>
<td>19/02/2020</td>
<td>Angmering PC</td>
<td>Email</td>
<td>Comment / Support</td>
<td>A very clear document that has been well produced in clear sections and, on the whole, easily understood. The majority of the points made are concise and will be useful for Parish Councils to use when assessing applications. Page 15 is a quick glance flow chart which shows which sections are relevant for the different types of development. The numbers alongside the chapter boxes will be removed. Figure 12 cannot be made bigger as this is just an</td>
<td>Remove the black numbers along the blocks of chapters.</td>
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<td>15 is of questionable use and not as clear and other pages. Unclear which boxes refer to which headings. Page 13 - handy section guide Page 16 - Key section to be made bigger - took a while to find. Checklists - great - can see these being really handy. Great use of clear diagrams. p44 - great that all the items are being linked. p46 - great that SUDs have been included. Angmering has seen a positive use of these in the past (Bramley Green) This needed to be explained to people who are unaware of their use. Clear diagrams. p48 Section - Structures and Trees - Make sure that the scheme - paragraph 3, can this be made bolder or highlighted in any way - most important part of the page. Policies and further reading documents located at the bottom are extremely useful. Great to have extensive climate change section. p107 - Flooding is a particular issue at the moment for this area, especially Angmering. This section we believe needs to be made stronger. The need for a Flood Risk Assessment to an appropriate level needs to be highlighted more. It has to take into account a lengthy monitoring and information gathering process - rather than ad-hoc testing on dry days. It says ‘Future development must seek to integrate with and not adversely affect these assets, or increase the risk of flooding.’ Future development should not just not increase flood risk but should contribute to reducing flood risk overall. This is covered in the checklist on K.04 Flood risk &amp; Drainage: Does not increase flood risk and decreases risk wherever possible, providing appropriate protection throughout the lifetime of the development.</td>
<td>example to show what the pages look like but the document is a PDF so can be zoomed in on the screen. We note the concern about flood risk and the need to ensure Future development should not just not increase flood risk but should contribute to reducing flood risk overall. This is covered in the checklist on K.04 Flood risk &amp; Drainage: Does not increase flood risk and decreases risk wherever possible, providing appropriate protection throughout the lifetime of the development.</td>
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DG019 | 19/02/2020 | Highways England | Email | Comment / Support | 1. P19 - For clarity and the avoidance of doubt, Highways England should be included in the list of statutory consultees. This is on the basis that various proposed developments by virtue of their location and/or traffic generation may impact on the safety and/or operation of the Strategic Road Networks. Therefore applicants are encouraged | The list on page 19 was in addition to the statutory consultees but Highways England will be added here as well. Pages 22 and 51 have been amended to include some additional reference documents. Additional site appraisal and checklists text have also been amended. | Add Highways England to the list on page 19. Add the following documents to pg 22 and 51: Design Manual for Roads and Bridges, Department for Transport Circular 2/13 The Strategic Road Network And The Delivery Of Sustainable Development and Highways England’s The strategic road network Planning for the future. On the checklist on pg 43 for |
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<td>to have pre-application engagement with us, ahead of any statutory consultation via the Council 2. P22 - For clarity and the avoidance of doubt, the documents shown should include the Design Manual for Roads and Bridges that must be used for any developments/ mitigations associated with either roads with a speed limit of 40mph and above and/or all Highways England roads. It should also include Department for Transport Circular 2/13 The Strategic Road Network And The Delivery Of Sustainable Development and Highways England’s The strategic road network Planning for the future A guide to working with Highways England on planning matters. This is on the basis that each contains guidance to applicants on our requirements and ways of working, including aspects that will impact on design. 3. P43 - Site appraisal should include assessing the connectivity of the site into the wider transport network, considering how end users or visitors might route to/from and access the site. This may include consideration of how the Strategic Road Network may be used and/or affected by the proposed site use, including by non-motorised users. 4. P50 - Transport Assessments/ Statements should ensure that they cover the Strategic Road Network where appropriate. 5. P51 - List of relevant documents – see comment 2 above. 6. P76 - Parking provision (quantity and layout) should ensure there is no risk to blocking back to the Strategic Road Network. 7. P92 - Consideration should be had to the location of the Strategic Road Network in order to avoid likely future occupants seeking to restrict the SRN on the basis of any noise or other effects. Boundary treatment (soft &amp; hard landscaping) should not affect the safety or operation of the Strategic Road Network during installation, in normal use and must be fully maintainable from within the site (ie no requirement to have workers or machinery within Highways England land)</td>
<td>ADC response</td>
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Site Appraisal include the following text: Site appraisal should include assessing the connectivity of the site into the wider transport network, considering how end users or visitors might route to/from and access the site. This may include consideration of how the Strategic Road Network may be used and/or affected by the proposed site use, including by non-motorised users. Amend text on page 50 as follows: Transport Assessments, Statements and Travel Plans should ensure that they cover the Strategic Road Network where appropriate incorporating appropriate traffic modelling and analysis must be provided for certain types of development as per Arun District Council’s Local Validation Checklist. Amend the text on pg76 as follows: Parking provision must be accessible to all, ensure there is no risk to blocking back to the Strategic Road Network and include accessible bays as per guidance in the Manual for Streets, to a minimum of ... On page 92 add a new bullet point to the checklist: Consideration should be had to the location of the Strategic Road Network in order to avoid likely future occupants seeking to restrict the Strategic Road Network on the basis of any noise or other effects. Include the following text on page 92 : Boundary treatment (soft & hard landscaping) should not affect the safety or operation of the Strategic Road Network during installation, in normal use and must be fully maintainable from within the site (ie no requirement to have workers or machinery within Highways England land)
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<td>DG020</td>
<td>20/02/2020</td>
<td>G Gibbs</td>
<td>Email</td>
<td>Neither agree nor disagree.</td>
<td>I do wonder why this document is being issued now and whether it is necessary. I make this observation since the document seems to be a combination of general information and specific locality information gained from elsewhere and thus, in both cases, risks duplicating and conflicting with what is already available. I have a particular interest in flood risk and my response contains detailed observations. I sense that in the Arun Local Plan flood risk is an inconvenience. New development must be located where it will be inherently safe from flooding for its lifetime and, more importantly, new development must be located where it will not increase the risk of flooding to others. This is particularly important in the Civil Parish of Angmering where I live. Flood risk is a material planning consideration and it is probably the only material consideration, which, if got wrong, can kill people. I feel you should very clearly communicate to the public in documents the particular consequences of an administrative District like Arun and a Civil Parish such as Angmering being subject to two separate LPAs with quite different aims. If your guide is to be published an early useful ‘constraints map’ would be one of Arun’s entire administrative area showing its land boundary and the boundary between the part Arun is LPA for and the part the National Park is LPA for. With a little annotation, this can convey the particular constraint about where Arun’s new development can go and will not go in a powerful way.</td>
<td>The final document will be interactive which will aid the user to more easily navigate the document but there will also be a Non technical summary to accompany the guide so that users can quickly identify the sections of the guide they need to get to. The guide is not a tool for the delivery of infrastructure but gives guidance on the design and placemaking of the communities in the district. The car parking information in the guide is in accordance with the adopted ADC Parking Standards SPD. We note the concern about flood risk and the need to ensure Future development should to contribute to reducing flood risk overall. This is covered in the checklist on K.04 Flood risk &amp; Drainage: Does not increase flood risk and decreases risk wherever possible, providing appropriate protection throughout the lifetime of the development. The flooding map will be reviewed and amended accordingly.</td>
<td>Investigate making the flood map clearer to include: Probability of fluvial and tidal flooding, Probability of groundwater flooding and Probability of flooding from surface water flooding, as well as the boundary where SDNP is the planning authority. In text on pg 29 amend the title as follows: The existing Strategic Flood Risk Assessment Zones 2, 3a and 3b are overlain by the potential future Strategic Flood Risk Assessment Zones for 2031, 2061 and 2091 indicating all. On page 39, annotate Angmering on the map. Revise the document to refer to Sustainable Drainage Systems (SuDS) and not the old-fashioned term of Sustainable Urban Drainage Systems (SUDS).</td>
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<td>DG021</td>
<td>21/02/2020</td>
<td>West Sussex Local Access Forum</td>
<td>Email</td>
<td>Comment/Support</td>
<td>The Forum welcomes the opportunity to comment on this Guide and Members are supportive of its aims within our remit to create and improve access to the countryside for recreation and leisure; to demonstrate the importance of inclusivity and how good design should impact equally on all users; and although the Guide refers to ‘the importance of walking and cycling for health and well-being,’ this should be extended to include all informal exercise, not just walking and cycling. New development provides a unique opportunity to begin the creation of a strategic bridleway network available to all NMUs (walkers, cyclists, horse riders, disabled) and this should be a priority. The inclusion of a bridleway (green corridor) built into</td>
<td>Concerns about inclusivity of non motorised users noted and amendments made to be inclusive of all non motorised users. The guide references the Active Design principles.</td>
<td>On page 44 - include all non-motorised users. On page 45 amend bullet point 5: Includes spaces for people to meet, play and interact and creates a user friendly layout for all non-motorised users, pedestrians and cyclists. Amend text on Figures 59 and 60 the paths from ‘cycle and pedestrian priority’ to all non-motorised users. on page 42 - Figure 55 should be amended to also show multi user paths e.g. bridleways. On page 51 - Bullet point 1, add public rights of way to the list. Amend the Glossary of Terms to include footpath and cycleway including which routes are PRoW and which are not. Page 51 - Bullet point 5 to be amended as follows “Considers Incorporates the provision...” On page 51 Add West Sussex County Council’s Rights of Way Management Plan (2018-2028) to the reference section.</td>
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<td>DG022</td>
<td>21/02/2020</td>
<td>Bourne Leisure</td>
<td>Email</td>
<td>The clear emphasis on these types of development suggests that the SPD does not apply to new tourism development in the District, with the assessment of tourism development applications instead relying on the policy requirements of the Local Plan. For the avoidance of doubt, we request this point is clearly set out in the document. Bourne Leisure requests that the draft SPD document clearly acknowledges that tourism is a distinct use and the SPD design standards do not apply. Accordingly, we request the following introductory sentences are added to Section 3 'Development &amp; Intervention Types': &quot;This section provides guidance on the design requirements for planning applications and listed building consents for residential and mixed use development within Arun District. Other uses, such as tourism development, will be considered on a case by case basis in accordance with the Local Plan. This SPD is not intended as a guide for these other uses.&quot;</td>
<td>The guide provides design principles for both residential and commercial buildings and whilst certain commercial types may have additional requirements, there are still applicable design requirements within the guide which they need to consider. Tourism development falls under commercial and good design ensures that the users and occupants of both residential and commercial developments have access to functional buildings and spaces which encourage a sense of belonging, feel safe, and offer opportunities to improve their health and well-being. This can be achieved through approaches including the incorporation of natural surveillance; careful positioning of features such as car and cycle parking and refuse bins; and the provision of multifunctional usable green space.</td>
<td>No change required</td>
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<td>DG023</td>
<td>21/02/2020</td>
<td>CPRE Sussex</td>
<td>Email</td>
<td>We fully support the intentions of the Design Guide in driving up standards of design to achieve better outcomes from development. There is much to applaud in this document so we are reserving detailed comments to areas where we think improvements could be made. The Design Guide is proposed as a Supplementary Planning Document. We would prefer design policies to have the full weight of development plan documents, although we recognise that there is probably too much detail in the Design Guide for it to be included as part of the normal development plan. Future versions or revisions to the Local Plan should refer to the Design Guide. Although household extensions and building conversions are probably too small for the ‘Natural Environment’ element, we would like to see some sort of smaller scale requirements for these schemes. Simple measures, such as planting, bird and bat boxes could be achieved as a minimum and it would be helpful for sections M</td>
<td>We note your point that future versions or revisions to the Local Plan should refer to the Design Guide. Whilst the comment regarding targets for energy and carbon reductions is noted, the Council does not have any evidence to specify targets levels and at this stage needs to accord with reference to Part L. Amendments made to provide clarity on net gain in biodiversity and tree planting. The point about community led housing is also noted but is not the remit of the guide as there are many different mechanisms which can be used to deliver housing. §0.1 is clear that New homes must seek to meet the diverse needs of the District’s population, incorporating a mixture of housing types and tenures as appropriate to their setting and potential residents.</td>
<td>On page 126, add a new bullet point Provides evidence of effective engagement with neighbours and the general public that has been addressed. Amend the checklist on pg 49 - bullet point 5 as follows: • Provides increased and enhanced a net gain in biodiversity, which may include enhancement of existing or creation of new habitats through measures such as planting, bird and bat boxes or provision of nesting locations. Amend the checklist on page 69 - bullet point 4: • Does not reduce areas of planting by more than 30%, provides tree planting in lieu of any loss and a net increase in tree planting. Add a new bullet point to checklists on page 117 and 125 as follows: Incorporates appropriate planting and biodiversity improvements.</td>
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<td>DG024</td>
<td>21/02/2020</td>
<td>A Allison</td>
<td>Email</td>
<td>Neither agree nor disagree.</td>
<td>and N to incorporate this. In section B.02 we would like the policy requirements for engagement with neighbours and the general public to be strengthened. Section E.03 Biodiversity needs to be more ambitious in requiring a ‘net gain’ in biodiversity, not merely ‘increased and enhanced biodiversity wherever possible.’ In section H.03 we would like to see a requirement for a net increase in tree planting, instead of replacing lost trees, in order to support the council’s declaration of a ‘climate emergency.’ Section K.01 should also be strengthened in order to support the council’s declaration of a ‘climate emergency’ – for example the requirement to ‘Set targets for energy and carbon reductions beyond the relevant Part L Building Regulations’ is far too vague. A minimum level for targets should be given. It would be helpful if section 5.01 gave more support to community-led housing. There are a number of emerging Community Land Trusts in the district.</td>
<td>The map on Figure 28 shows the flood zones but will be reviewed to ensure it is as clear as possible. We note your concern about the villages but the term used in the document is consistent with the Local Plan. Your point that Developments should be in an area where there is no risk of flooding unless it is unavoidable is noted. This section also talks about new development in general should seek to reduce flood risk as well as a drainage strategy and flood risk assessment, these requirements all ensure that a sequential approach is taken in regards to flood risk. The Local Plan has been through Sustainability Appraisal so the Guide has to take its lead from the Local Plan.</td>
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<td>Fig 28 Environmental Designations p28 This map like many others is not easy to read because of method used. Inland Arun: The villages p36 and Countryside Development p37. It is clear that the “settlements” in paragraph 1 will no longer be villages but will become conurbations and that should be stated. As to Countryside Development I do hope that the Planning Authority does what it says. Natural Environment p49 I wholeheartedly agree with much of what is stated. However The Planning Authority gives Approval at Outline stage without such backing which leads to much controversy. Climate Change and Sustainability p107 The middle box starts with a premise that there is a risk of flooding. Developments should be in an area where there is no risk of flooding UNLESS it is unavoidable. It must be demonstrated there is no other area exists where the development can be built before it is built in an area with a risk of flooding. Rural Development p132</td>
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</table>
| DG025             | 21/02/2020    | H Stamp   | Email              | Neither agree nor disagree. | While the Guide references the National Design Guide for England, it only mentions NPPG in general: "various dates", so not the September 2019 PPG for Beautiful, Enduring and Successful Places specifically. One thing the Draft Guide misses is the identification of, and guidance for, any character areas. From research carried out by ADC in the past, and views of local people e.g. as expressed in local papers, it is clear that people’s views (visitors and locals) accord with the Create Streets & MORI research referred to in (A) above. So these ought to be included in the Design Guide. Two examples that should be included in the Guide, as appendices, follow.  
   i) Arun DC has a policy for the design of structures, buildings, street furniture etc, along Bognor’s promenade.  
   ii) There is an area at the core of Bognor town, that apart from the Fitzleet Multi-Storey Car Park, Fitzleet House tower and Queensway, still largely retains a distinct and harmonious historic character: a combination of areas and buildings that are mainly Edwardian, with Victorian and Regency parts that sit well together and are beautiful.  
   1) The Guide says (page 9) that it is concise: at 158 pages it just isn’t. It could be slimmed-down, and is more likely to be read thoroughly if it was.  
   2) No Bognor Regis image, to go with others on page 9: the one on the title page is, like others on page 1, unfortunately cropped. There are many good Bognor ones to choose from, after all.  
   3) "Littlehampton and Bognor Regis" on page 8 should be in alphabetical, and settlement size, order; as done on pages 20, 34 and 150-151.  
   4) Text on page 10 doesn’t mention public involvement nor what the public will like (see (A) above), although the diagram does show the public. Neither does the last box on page 12 (A.06 - "Well Designed Buildings"). | All national references will be updated to the most recent iteration. The guide has been developed in consultation with all the Town and Parish Councils and the neighbourhood plans reference documents which applicants are pointed towards. The guide covers design principles of form and character to ensure it reflects the qualities of that community, however the guide does not categorise various character areas. The Guide will be reviewed to reduce any repeated information including the national minimum space standard. Bognor Regis image will be reviewed and the settlements put in size and alphabetical order. The guide will be amended accordingly to provide greater clarity where required as per the detailed proposed changes to respond to queries raised in this representation. | In Section 2.1.08 reduce the information on nationally described space standard and reference the requirement for schemes to meet nationally set space standards without stating what those requirements are. Page 8: put Littlehampton and Bognor Regis in alphabetical, and settlement size, order. Page 10: include reference to NPPF on design requirements:  
   Add a ‘tick’ next to 5.New Homes for Infill Development  
   Page 29 amend text as follows: ... Strategic Flood Risk Assessment Zones for 2031, 2061 and 2091, indicating ...  
   Page 31: Add SD4 to figure 25 and correct spelling error to ‘fringes’  
   Figure 42 to be replaced.  
   Page 34: amend text in the Landform section as follows: ... The less urbanised areas of the coastal settlements ...  
   Page 81: replace the photo for figure 193 with a clearer example.  
   Page 85: Amend to Grade 11 Listed Building  
   Page 89: Amend second para as follows: Contemporary schemes are encouraged to reflect should not exactly replicate traditional designs, but rather use these ...  
   Page 92: Amend the second bullet point in the checklist as follows: ... to mitigate noise pollution including which may include recessed balconies ...  
   Page 95: Delete Figure 237  
   Page 109: Second sentence to be revised in more simple language.  
   Page 117: Figure 290 - explanatory text to be revised  
   Page 119: Figure 295 – bullet points to be added  
   Page 120: Figure 297 – add the word ‘fence’ next to 2m  
   Page 132: Amend text to be clearer about sloping development as illustrated  
   Page 134: add some explanatory text next to the illustration to explain that these are just typology examples  
   Page 138: add explanatory text next to the illustration  
   Page 142: replace figure 375  
   Glossary: review the glossary and add the follow to it, mycelium and hemp-crete |
<table>
<thead>
<tr>
<th>Comment reference</th>
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<th>Method of response</th>
<th>Comment/Objection/Support</th>
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<td></td>
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<td>Nor does the Useful Guidance and Additional Information panel on page 10 mention NPPF on design (only NPPF re. Plan Making).</td>
<td>5) Figure 9, page 11, purports to show examples of good design: in what way does the - reverse cave -machine sliced and reassembled- do that? E.g. Voysey’s Bognor Town Hall would better do so, or many others which are listed or conservation areas. 6) The Design Guide Matrix (page 14) is confusing: better to put S2 next to D, and S3 next to M. Also, development type would be more understandable, plain English, than &quot;Intervention Type&quot; in that Matrix. The 'ticks' for Infill Development should include section S (New Homes) and arguably section T (Mixed Use). 7) The years within page 29 text are wrong: 2031 twice. 8) Figure 35 on page 31 misses off SD4 (which is referred to on page 30) 9) Remove Figure 42, Townscape - Bognor Regis: Hothamton Linear Park and adjacent proposed (and unwanted) development. 10) Page 34: it is not just the less urbanised areas that have twittens; urbanised Bognor has many (e.g. Church Path, Bognor). 11) How will the end bit of Public Realm (page 34) happen (further off-street parking)? Any examples of where it has been done? 12) Is Littlehampton really a BUASD - page 39, rather than a BUA? 13) Page 81: Figure 192 doesn’t show the cycles meant to be stored, and Figure 193 shows cycles out in the open, not what the bullet text on that page says about providing cycle shelters. 14) What is “Gradell” (Bognor Station) in the caption of Figure 204 on page 85? 15) No text should be smaller than 10 point size: it is not inclusive and the ability of people (even those without sight impairments) to read small print after about the age of 50 or 55 decreases. 16) Page 89, second paragraph, is wrong to exclude exact replication of traditional designs: and there may be cases where authentic exact replication is desirable. 17) Page 90, Figure 223 shows flush windows, but not with a red X next to it; although from the text</td>
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<td>It ought to be, as the text says they “can appear flat and uninteresting”. Page 90 also mentions large areas of glazed elevations, as if that is appropriate. Large areas of glazing can cause over-heating, beyond what is needed for solar gain; and large areas of glazing, without masonry providing thermal mass and breaking this up, are inappropriate for sustainability. Page 92 also says Arun has more sunny days, and a map/figure elsewhere in the Guide shows southern coastal areas are most likely to have solar gain. In these ways, avoiding large areas of glazing would be locally distinctive. So large expanses of glass should be discouraged, although not banned. 18) The second bullet of “Make sure that the scheme” on page 92 demands recessed balconies. These may help in very dense schemes, but aren't always required. 19) Parts of page 95 are unreadable, even though there is space for larger type size. See also point 15 above regarding text size. 20) Page 100 doesn't say what overly-deep rooms are: it should usefully give an indication; perhaps relating to window heights (and perhaps window area) and how these relate to the depth that natural light will penetrate into the furthest parts of a room. 21) “vibrant, collaborative sound-scapes” in the target on page 109 needs expressing in plain English, or at least explanation. Likewise “redlist” materials on the same page (109) needs explanation/definition, with a reference source provided. 22) Figure 290 on page 117 is unclear as to meaning. 23) Figure 295 on page 119 is also unclear in its meaning. 24) In Figures 296 and 297 on page 210, the 2 metre high element is unclear: what it is and what it does. Might the figures relate to semi-s rather than detached houses? 25) Delete last bullet point of rear extensions checklist, page 120. The Target of P.01 (Infill) on page 126, as well as much of the text in that section, shows a considerate approach: which starkly contrasts with the last bullet on page 120. 26) Page 132, Figure 327 is unclear as to meaning.</td>
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<tr>
<td>DG026</td>
<td>21/02/2020</td>
<td>Church Commissioners</td>
<td>Letter</td>
<td>Neither agree nor disagree</td>
<td>27) Page 134 shows tower buildings, square and thick. Rather than slimmer and longer buildings which should be more sustainable. The Guide does helpfully show diagrams of thinner perimeter/courtyard blocks, and images e.g. in Figure 359 on page 138. 28) Figure 375 on page 142 is a poor example of public frontage: having limited overlooking of the street (few windows and garage doors) compared to other images in the Guide: e.g. Figure 367 on page 141 and Figure 355 on page 138. 29) The Glossary could usefully include Mycelium, referred to earlier in the Guide without explanation. Possibly also hemp-crete, though that is better known.</td>
<td>SEE COMMENTS AT THE END OF THIS TABLE DUE TO THE LENGTH OF THIS REP</td>
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</tr>
<tr>
<td>DG027</td>
<td>21/02/2020</td>
<td>Wates Development Ltd and Redrow Homes Ltd</td>
<td>Letter</td>
<td>Comment / Support</td>
<td>The Draft SPD is clearly the outcome of a great deal of research, time and effort and this has resulted in the production of a very clear, well-written and detailed Design Guide that sets out high quality design standards. While we generally support the Draft SPD, we wish to clarify and respond to certain elements, especially in relation to the work that has been taking place as part of the preparation of the masterplan for Ford Airfield. However, as explained throughout these representations, it is important to recognise that the proposals for Ford are the outcome of numerous engagement and consultation events over the last seven years, fundamentally led by the community and the Ford Neighbourhood Plan Group, which has helped foster significant community buy-in for the proposed development. This should be recognised in any future planning decisions, with the Design Guide used to inform as opposed to dictate or set rigid requirements. The failure to apply flexibility when implementing the Design Guide could potentially hinder the successful delivery of the development and / or restrict opportunities for innovation or better outcomes, as well as limit the ability to deliver much needed high quality new housing in a timely manner.</td>
<td>Concerns regarding the flexibility of the document so that requirements are not too rigid is noted, however, the aim of the Design Guide is to provide detailed information that supplements the design policies of the Arun Local Plan, raising the design standard across the District and setting out Arun District Council's expectations on how the distinctive character and qualities of the District should be respectfully improved and enhanced through development. The guide will be a material consideration and it encourages a range of design solutions and standards and as with everything in planning will require a degree of judgement when being implemented. The document as drafted provides the balance of guidance and flexibility but some amendments are proposed.</td>
<td></td>
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<tr>
<td>DG028</td>
<td>20/02/2020</td>
<td>Rustington Parish Council</td>
<td>Objective</td>
<td>Comment / Support</td>
<td>Having responded in detail to the Consultation by BDP in July 2019, Rustington Parish Council feels that is has little more to add other than to say</td>
<td>Rustington Parish Council's full endorsement is noted with thanks.</td>
<td>Amend the first paragraph on page 58 as follows: ... the following dimensions:  • Housing Block Typologies: minimum width of 45m and maximum length of 90m  • Apartment Block Typologies: minimum width of 55m and maximum length of 120m However, narrower solutions that demonstrate sufficient design quality may be accepted in specific circumstances, where justified. Amend R.01 to include traditional apartment blocks. Amend text on page 70 as follows: Buildings frontages should be set back at least 2 metres from the plot boundary to mark defensible space.</td>
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<tr>
<td>Comment reference</td>
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<tr>
<td>DG029</td>
<td>20/02/2020</td>
<td>Anonymous</td>
<td>Comment/Support</td>
<td>This is obviously a thorough document, a blueprint for ADC to follow for overall betterment of Littlehampton in the future. Of course this is welcome and a worthy aim. As a layperson I can comprehend the document overall as a plan for the future however much of the text is written in jargon and clichés which I find irritating, annoying and incomprehensible. I can only assume that from the CEO downward the relevant staff fully understand every word of it! Finally I hope as projects develop residents are kept informed of proposals and that ADC actively engage with LTC, Littlehampton Society, TLA Student parliament, business, societies and clubs within and adjoining the town.</td>
<td>that the Document is very comprehensive, detailed, and excellently presented, and would, therefore, see no reason why it should be changed in any major way.</td>
<td>We have aimed to develop the document with as little jargon as possible and where planning terms are used then this has been included in the glossary of terms. However, the whole document will be reviewed to reduce jargon/technical terms.</td>
<td>No change required.</td>
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### Church Commissioners

CCE are supportive of a document which promotes high standards of design and encourages design that is sustainable for communities. However, as currently drafted, CCE do not consider the document meets these objectives and we have identified a number of areas where it could be significantly improved.

<table>
<thead>
<tr>
<th>Summarised Comments</th>
<th>ADC response</th>
<th>Proposed changes - new text in red</th>
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<tbody>
<tr>
<td>Very detailed and prescriptive guidance but in many cases is repetitive. Back to back distances are stated in Section 2 G.03, Section 2 H.04 and again in Section 2 J.02. The document could also be shortened by removing any design guidance or requirements secured in other policy documents. For example, Section 2 J.08 includes a large amount of information taken from the Nationally Described Space Standards (2015).</td>
<td>The information on nationally described space standards will be reduced. However, one of the effectiveness of a guide is having all the guidance in one document so that the user does not need to refer to several other documents when using it so there are times when information is replicated.</td>
<td>In Section 2 J.08 delete figure 237 on nationally described space standard and reference the requirement for schemes to meet nationally set space standards without stating what those requirements are.</td>
</tr>
<tr>
<td>The document is currently split into four separate sections on Arun’s website. This increases the risk of sections and guidance being missed and reduces the usefulness of the guide for users. In this respect it does not meet the Planning Practice Guidance for good local design guides to be &quot;concise, positive documents which are accessible&quot;. The Guide also fails in this respect to meet its own objectives to be ‘concise, succinct, &amp; focused’ and ‘user friendly’ (page 9). It is strongly requested that the document is heavily edited to cut down on repeated guidance and reviewed carefully for consistency. It should form a single downloadable document which is concise and easy to view.</td>
<td>The final document will be one file and will be interactive which will aid the user to more easily navigate the document but there will also be a Non technical summary to accompany the guide so that users can quickly identify the sections of the guide they need to get to.</td>
<td>No changes.</td>
</tr>
<tr>
<td>The draft Design Guide is highly prescriptive with a lot of rigid ‘design rules’ throughout the document for new development to accord with. For example, specific distances in relation to block sizes, back-to-back and back-to-side distances (page 58). Our concern is that they will significantly limit future flexibility in</td>
<td>The aim of the Design Guide is to provide detailed information that supplements the design policies of the Arun Local Plan, raising the design standard across the District and setting out Arun District Council’s expectations on how the distinctive character and qualities of the District</td>
<td>The text is modified accordingly to allow some flexibility.</td>
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The aim of the Design Guide is to provide detailed information that supplements the design policies of the Arun Local Plan, raising the design standard across the District and setting out Arun District Council’s expectations on how the distinctive character and qualities of the District.

The information on nationally described space standards will be reduced. However, one of the effectiveness of a guide is having all the guidance in one document so that the user does not need to refer to several other documents when using it so there are times when information is replicated. The final document will be one file and will be interactive which will aid the user to more easily navigate the document but there will also be a Non technical summary to accompany the guide so that users can quickly identify the sections of the guide they need to get to. The text is modified accordingly to allow some flexibility.
<table>
<thead>
<tr>
<th>Section</th>
<th>Change Description</th>
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<tbody>
<tr>
<td>H.01</td>
<td>The guide has been prepared in accordance with both the National Planning Policy Framework and the National Design Guide. It reflects all the ten characteristics of the National Design Guide. It is important to note that the design guide is a guidance document on how development can be carried out in accordance with good design practice and provided further detail to the design policies of the Local Plan.</td>
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<tr>
<td>A.04</td>
<td>A paragraph to explain the role of the guide in Section A.04 will be included.</td>
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<tr>
<td>2</td>
<td>Add a brief description to pages 42, 45, 46, 50, 52, 56, 60, 66, 76, 82, 86 to give clarity of what is being portrayed.</td>
</tr>
<tr>
<td>2</td>
<td>It is not possible for the notional scheme to show every scenario, it is used to give a general visual example of the type of communities that we want to see being developed.</td>
</tr>
<tr>
<td>E</td>
<td>The aim should always be to retain and incorporate all trees as much as possible but agree that this should say wherever possible.</td>
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</table>

Currently the overly prescriptive nature of the guidance does not reflect the NPPF requirements in relation to local design guidance secured in supplementary planning documents (para. 126) which states that the “degree of prescription should be tailored to the circumstances in each place and should allow a suitable degree of variety where this would be justified”. There is limited flexibility in the application of many of these design rules which do not allow for site-specific constraints and opportunities. The images represent the context within which they are included so should be read in the context of the text. Some of the images have been amended as per the more specific comments below. Some of the images have been amended as per the more specific comments below. It is not possible for the notional scheme to show every scenario, it is used to give a general visual example of the type of communities that we want to see being developed. Add a brief description to pages 42, 45, 46, 50, 52, 56, 60, 66, 76, 82, 86 to give clarity of what is being portrayed.

In Section A.04 include a caveat which explains the role as a guide, and the ability for the masterplanners to display innovation in relation to the context of the site should be emphasised within the document.

A paragraph to explain the role of the guide in Section A.04 will be included.

The images represent the context within which they are included so should be read in the context of the text. Some of the images have been amended as per the more specific comments below.

In Section A.04 include a caveat which explains the role as a guide, and the ability for the masterplanners to display innovation in relation to the context of the site should be emphasised within the document.

Add the following note to section 2: It should be noted that these requirements are guidance and the level of information should be relevant and proportionate to the nature of the application being sought.

Page 17 - text for the symbols amended to make it clearer that the checklist is not a list of compulsory documents but is a guide on the type of information to be considered.

Add a brief description to pages 42, 45, 46, 50, 52, 56, 60, 66, 76, 82, 86 to give clarity of what is being portrayed.
<table>
<thead>
<tr>
<th>Section F: Movement Framework</th>
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<tbody>
<tr>
<td>F.01 Creating a Network of Streets, Footpaths, Cycleways &amp; Access Arrangements</td>
</tr>
<tr>
<td>Notional scheme – does not illustrate cycle routes along primary routes.</td>
</tr>
<tr>
<td>With regard to residential speeds; the quoted figures are ‘design speeds’, which may need to be emphasised on the Shared Spaces example as 10mph is not an enforceable speed limit.</td>
</tr>
<tr>
<td>Notional scheme amended to provide clarity.</td>
</tr>
<tr>
<td>Figure 66 to be amended to provide clarity on cycle routes</td>
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<thead>
<tr>
<th>Section G: Built-Up Structure &amp; Development Plots</th>
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</thead>
<tbody>
<tr>
<td>G.01 Neighbourhoods, Centres &amp; Development Plots</td>
</tr>
<tr>
<td>- Figure 75: The Settlement / Centre Types should be clearly defined, or reference made to the Local Plan to avoid confusion.</td>
</tr>
<tr>
<td>- Figure 76: Illustrates a Local Centre centrally located within a scheme, however typically, successful centres rely on accessibility and footfall generated by being located on a primary or secondary road. This figure does not reflect the principle set out in the text opposite ‘centres… forming a well located, safe and accessible focal point</td>
</tr>
<tr>
<td>Amendment made to Figures 75 and 76 to provide clarity and consistency with the text.</td>
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<tr>
<td>Figure 75: Add reference to the Local Plan</td>
</tr>
<tr>
<td>Figure 76: Amend to reflect the principles set out in the text</td>
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<tr>
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<tr>
<td>G.02 Density &amp; Uses</td>
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<tr>
<td>PS4</td>
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<tr>
<td>- We question whether a reduced density is necessarily appropriate next to a Settlement Gap.</td>
</tr>
<tr>
<td>- Fig. 80: The Settlement / Centre Types should be clearly defined to avoid confusion. The chart of densities against Settlement Centre Types is not appropriate. For example: The suggestion that a detached and semi-detached house at 30-40 dph would occur in a Town Centre. We suggest this table is deleted.</td>
</tr>
<tr>
<td>- Fig. 81, images 1-3: these images do not demonstrate appropriate design for residential neighbourhoods, and we suggest should be deleted:</td>
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<td>- Image 1 appears to illustrate a characterless post-war suburb with houses presenting flanks to a primary route and backs to public open space.</td>
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<tr>
<td>- Image 2 shows dwellings fronting directly on to the backs of other properties and a peculiar arrangement of private or possibly communal gardens, without explanation as to how 50dph could be achieved.</td>
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<tr>
<td>- Image 3 is a shows a confusion of routes and spaces with fronts of properties facing sides and backs of other properties, and long, narrow back-to-back arrangements. There is no explanation of the typologies appropriate to achieving 50-70 dph. In all three images there is no illustration of the ‘varied dwelling types’ advocated in the text.</td>
</tr>
<tr>
<td>PS5</td>
</tr>
<tr>
<td>- A figure-ground diagram is useful for illustrating urban form and grain, and provides a graphic representation of</td>
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<tr>
<td>The text is amended to provide clarity that these should be read as approximate density ranges and each scheme is to be assessed based on the context, accessibility, the proposed building type, form and character of the development of the individual site. As a result, the density of a proposed scheme may be outside of the indicative ranges shown in Figure 80.</td>
</tr>
<tr>
<td>Page 54: Figure 80 – amend title to say – Figure 80: Indicative density ranges within Arun District. Amend the title of the header of the table to say Approximate Residential Density Ranges .. Add the following note: These should be read as approximate density ranges and each scheme is to be assessed based on the context, accessibility, the proposed building type, form and character of the development of the individual site. As a result, the density of a proposed scheme may be outside of the indicative ranges shown in Figure 80.</td>
</tr>
<tr>
<td>Figure 81: Amend titles to say Indicative low density, Indicative medium density, Indicative high density and add approximate to the density ranges in the titles.</td>
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</tbody>
</table>
density of built footprint. However, it is not particularly useful in analysing dwellings per hectare.

- The glossary describes density as mass or floor space of buildings in relation to an area of land, which is more of a plot ratio definition than it is a dwellings/habitable rooms per hectare definition.

Section G: Built-Up Structure & Development Plots

G.03 Layout & Plot Size

Page 56

PS6

- We suggest that buildings and spaces should take priority over roads, rather than ‘streets’.
- We note that it is not always appropriate to reflect the surrounding pattern of buildings if they represent an unsuccessful development form, layout or density. We suggest that the text should acknowledge this.
- Fig. 83: it would be useful to include guidance as to what is/is not advocated by the guide. For example, the Radburn and ‘Tree Network’ patterns would rarely if ever be appropriate in achieving the headline objective of ‘Clarity of layout should be achieved through the careful arrangement of buildings and spaces... so that highways do not dominate.’
- Fig. 82: We would suggest that this theoretical/example layout not is included. It demonstrates a number of characteristics that we would say should be strongly discouraged such as:
  - limited street hierarchy, and no focal points along main routes
  - properties backing on to apparently public open space
  - properties backing on to the route to the north
  - public open space against the boundaries of existing properties
  - incidental community greens at the intersection of primary and secondary roads

PS7-PS8

- Fig. 84 - it would be useful to include guidance as to what is/is not advocated by the guide.
- The text on perimeter blocks rightly advocates variety around frontages of differing order, but the illustrations in Fig. 85 show uniformity on all frontages and shows a 120mx55m perimeter block formed entirely of largely contiguous, low-rise apartment blocks. This may cause confusion and it should be clarified as to what is advocated.
- Back-to-back distances: requiring minimum back-to-back and garden dimensions suits suburban density but stifles alternative arrangements, for example of courtyard housing, dwellings providing upper level terraces in lieu of conventional gardens, or small terraced/mews houses for which a 10.5m garden may be unnecessary or inappropriate. The text should be expanded to allow for occasional more innovative solutions to compact housing layouts that can enrich housing mix, make more efficient use of land, and through appropriate dwelling design, ensure that appropriate levels of privacy and natural light are maintained. Without this, new neighbourhoods can be

Amendments made to provide clarity on centre characteristics and types of Grain.

Figure 82 to be amended to be clearer on the centre characteristics.
Figure 83 amended – Radburn and tree network to be deleted and clarification text added to say that it depends on the context as to which would be the most appropriate.
Figure 83 – amend title as follows: Patterns of Development – Some examples of typical types of ‘Grain’

Page 58 – delete figure 85 and all the text on Block size
polarised in comprising conventional suburban housing plus apartments, missing a ‘middle density’ range.

- The above point is also relevant to the 25 and 45 degree rules: clever and innovative design can create successful neighbourhoods that do not necessarily comply with these rules.

- Fig. 89: shows a positive edge to open space / countryside but then assumes a southern orientation: the solar gain point should be omitted from this particular illustration.

- Final point of Layout & Plot Size rightly states that schemes should avoid ‘placing side or back boundaries of the development in prominent locations’ – but this is contradicted in multiple illustrations, for example Figs. 81, 82, 94, 206, 234.

### Section H: Welcoming Streets & Spaces

**H.01 Definition and Enclosure**

- Close boarded or panel fences seem to be prohibited as inappropriate, whereas this solution between adjoining back gardens, and where not visible from the public realm, should be acceptable.

- Fig. 95 – it would be useful to include guidance as to what is / is not advocated by the guide.

- Fig. 96 – we would support 3 storeys development in Local Centres.

- Figs. 98 and 100: ‘strong frontage’ and ‘short frontage’. To determine what is being advocated here, it would be useful to include definitions. It is unclear as both show driveways to the front of the dwelling and are in fact identical other than in the detail of the boundary treatment.

- Fig. 101: We would recommend that this should be deleted as it shows poor definition between plots, non-existent boundary treatment, prominent utilities meters, poor quality footpath / road interface.

- The illustrations of height to width ratios are confusing and we would seek clarification.

- Fig. 102 shows a 1.3 ratio but with a significant proportion of the corridor occupied by front gardens, suggesting a suburban housing character that may not always be appropriate. The road appears to include three lanes.

- Fig. 104: the 1:1 ratio illustrates a tight mews street or similar that is contradictory to the Residential Mews example set out on p64, Fig.118.

- Fig. 103: ‘Square’ – it is unclear what sort of environment is being illustrated here and why. It would be useful to include an explanation.

- The requirement for a plan showing ‘all building frontages, main entrances and front doors’ would not be appropriate at Outline Planning Application stage. We would seek clarification of this in the text.

### Amendments made to provide further clarity

- Page 60 – amend text as follows: Close board or panel fencing may not be an appropriate boundary treatment, especially …

- Page 61: amend the title for figure 95 as follows: Examples of some levels of Enclosure

- Figures 98 and 100 – include definitions for clarity

- Page 62: add clarification text for height to width ratios
- 'Definition and Enclosure' is rightly listed as important but again this is utterly contradicted in multiple Figs. 81, 82, 94, 206, 234.

<table>
<thead>
<tr>
<th>Section H: Welcoming Streets &amp; Spaces</th>
<th>Amendments made to provide further clarity</th>
<th>Amend figures 112 to 118 to better reflect the text and principles described in H.02</th>
</tr>
</thead>
<tbody>
<tr>
<td>P63 - 'Streets to Rest, Meet and Gather': the text and Figs. 106-111 describe and show pleasant and well-designed public realm, however this does not translate to p64 and the 'Road examples' set out in Figs. 112, 114, 116 and 118: we suggest that these drawings must be revisited / reworked. - Fig. 105: it is unclear what these illustrations are conveying. We would suggest deletion of this figure.</td>
<td>P64 - We have significant concerns over the plans and sections on this page. In all cases, from 'Primary Road' through to 'Residential Mews' the vehicular corridor is central, and segregated from footpaths / cycle lanes by planted verges and/or on-street parking. This configuration may be appropriate for higher order streets but is at odds with creating places to 'rest, meet and gather'. This is not what is shown in the photos in Figs. 106, 109, 111, and 119. It would be useful to indicate how the routes would provide vehicular access to plots, as this would be necessary at least on the lower order routes. - Fig 112 is the Primary Road example which suggests a corridor slightly narrower than the Secondary Road shown in Fig. 114 and, unlike the Secondary Road, does not provide segregated cycleways. The plan shows a lot of on-street parking, which may not be appropriate on all primary routes. - Fig. 114: on a Secondary Road it is likely that frequent accesses to plots / shared drives / parking areas will be required, resulting in frequent crossovers to the footway / cycleway. We do not think that the segregation of cyclists is therefore appropriate. Pedestrian crossing points should also be more frequent than the plan suggests. - Fig. 116: Separation of the carriageway from the footway is not necessarily appropriate on a tertiary street, where frequent plot access will be required. - Fig. 118: The plan and section do not show a Mews street nor a successful 'shared space' given that footways are segregated. They are also contradicted by the first photo at Fig. 119, which illustrates a shared space.</td>
<td>P65 - Fig. 120: illustrates a 'low density' suburban street through which cars are prioritised. This figure does not show provision of plot access. The caption notes 'sociable public realm' however this is not clearly displayed. - 'Streets' in which 'people can rest, meet and gather'. It would be useful to show plans or sections that show how this can be positively achieved. Likewise for 'opportunities for play appropriate to the order of the street', it would be useful to include how this can be achieved.</td>
</tr>
</tbody>
</table>

P63 - delete figure 120 and use precedent images
### Section H: Welcoming Streets & Spaces

#### H.03 Open Spaces

Page 66-69

- "Does not reduce areas of planting by more than 30%, and provides tree planting in lieu of any loss." – We suggest that this statement should be added to, noting that where possible existing trees of high quality should be incorporated within the masterplanning of the scheme, however this will be dependant on the quality of trees as indicated in the tree survey report.

**Amendments made to provide further clarity**

- "Does not reduce areas of planting by more than 30%, and provides tree planting in lieu of any loss and a net increase in tree planting."

### Section H: Welcoming Streets & Spaces

#### H.04 Residential Outdoor Amenity & External Space Standards

Page 70-71

- The 25 and 45 degree rules are quoted again, and the caveat that allows for more innovative / sophisticated design solutions should be added.
- The minimum garden depth of 10.5m is stated again, and is overly prescriptive. The adjacent diagrams immediately show layouts where this is not always achieved (Figs. 144 and 146) and the earlier text advocates a variety of types of amenity space. We suggest that where, for example, communal gardens are provided (as in Fig. 146) a private garden could be provided at much reduced depth.
- Figs. 150-155: The separation distances shown will, if rigidly enforced, lead to suburban forms of residential neighbourhood with a homogenous character. ‘Suburban sprawl’ would be compliant.
- Fig. 153: It would be useful to note what the non-private strip between the garden fence and the boundary is.
- The minimum 2m front garden may not be appropriate in mews streets.
- We would seek an explanation as to why a 2-bed house should have a minimum 50sqm garden and a 3-bed house 60sqm. Homes that feature compact gardens or courtyards, in combination with nearby communal amenity space should be allowed and mentioned.
- Fig. 151 shows a minimum front to front distance of 16m, contradicting text on p62 stating a minimum of 12m. Residential Amenity: One principle rightly states that amenity should not be compromised by proximity to parking or busy roads, but the example scheme in Fig. 94 shows ‘communal greens’ bounded by primary and secondary roads.

**Amendments made to provide further clarity**

- P70
  - Fig. 150-155: The separation distances shown will, if rigidly enforced, lead to suburban forms of residential neighbourhood with a homogenous character. ‘Suburban sprawl’ would be compliant.
  - Fig. 153: It would be useful to note what the non-private strip between the garden fence and the boundary is.

**Amendments made to provide further clarity**

- Page 70: text to be revised regarding 10.5m gardens for flexibility
- Page 71: delete Figure 155

### Section I: Parking Strategy

#### I.02 Electric Vehicles

Page 80

- The requirement that 100% of car parking spaces to be electric parking spaces by 2033 goes above the local plan requirements and is very onerous. Local plan policy T SP1 supports development that “incorporates facilities for electric and plug-in hybrid vehicles” and “where charging facilities are omitted, evidence of market demand and viability must be provided”. The SPD should be updated to reflect the Local Plan requirements.

**No change**
### Section J: Building Design
#### J.01 Form & Character

Page 82-85

<table>
<thead>
<tr>
<th>Amendments made to provide further clarity</th>
</tr>
</thead>
<tbody>
<tr>
<td>- P84: the description of Detached Houses states that a private front garden may include on-plot parking: this leads to poor enclosure of streets and the dominance of cars and should be discouraged.</td>
</tr>
<tr>
<td>- P85: The requirement to demonstrate how traditional / pre-dominant features have been incorporated or referenced in the design should be applicable at detailed application / RMA stage.</td>
</tr>
</tbody>
</table>

#### P84
- Fig. 200: It would be useful to include some explanation of why these example typologies are included. The range is peculiar in that the only 2 storey example is a detached 4-bed family house, whereas there are four 3-storey examples and two 4-storey examples (each with a workshop at top floor level, an unusual configuration). The range should be added to, to include other 2-storey examples, or deleted if not setting out a particular requirement.
- The requirement to demonstrate how traditional / pre-dominant features have been incorporated or referenced in the design should be applicable at detailed application / RMA stage.

### Amendments made to provide further clarity

#### P85
- P85: The requirement to demonstrate how traditional / pre-dominant features have been incorporated or referenced in the design should be applicable at detailed application / RMA stage.

### Section J: Building Design
#### J.02 Scale & Massing

Page 86-87

<table>
<thead>
<tr>
<th>Amendments made to provide further clarity</th>
</tr>
</thead>
<tbody>
<tr>
<td>- P86: Scale and massing: 'buildings which face on to open landscape should generally be smaller scale'. This is not always appropriate, depending on the type and character of 'open landscape': in some instances, a strongly defined edge with taller buildings may be more successful.</td>
</tr>
<tr>
<td>- Privacy measures restated again, but differently this time, with suggestions that distances between habitable rooms of between 16-20m can be dealt with in certain ways, and that distances of less than 15m also can be with ‘multiple design initiatives’. These allow for more variety and innovation and should therefore be consistently mentioned such as on pages 58 and 70/71.</td>
</tr>
<tr>
<td>- The example plan features again, this time highlighting 5-6 storey buildings in four locations. Embedded with a neighbourhood of prevailing 2 and 3 storey housing these could appear incongruous. They would also be likely to require significant land take in the provision of car parking. The layout also highlights instances of on-plot parking at the rear of properties abutting open spaces which should be discouraged.</td>
</tr>
</tbody>
</table>

#### P87
- Fig 207: images are peculiar, especially the wide-fronted town house. If these are to be included they should be illustrations of the ‘main housing categories’ shown on P84, if those are to be expanded to give a fuller representation of likely types. Currently the only plan that correlated with a ‘Main scale and massing example’ is the 4-bed detached house. |
- Figs. 208-210: These figures may cause confusion as they do not benefit from any explanation in the main text. |
- Figs. 211 - 214: It would be useful to note what the positive qualities are that these diagrams are displaying. |
- The requirement for 3D illustrations showing ‘everything within a 100m radius’ is onerous for a strategic site at outline planning application stage. |

### Amendments made to provide further clarity

#### Figures 207, 208, 209 and 210 are to be deleted. |

### Site 87 – delete figures 207, 208, 209 and 210 and replace with an example photo.
### Section J: Building Design

#### J.03 Corner Buildings

Some housebuilders do have standard house types designed specifically to turn corners so the text should acknowledge this.

- Figs. 216 and 218: again, the text makes no mention of the 'pocket space' and 'convex' corners being illustrated and seemingly advocated. We suggest that neither is especially successful, resulting in green space that is unlikely to be appealing or used.

Amendments made to provide further clarity.

Page 88 – include explanatory text for the ‘pocket space’ and ‘convex’ corners into the text for J.03 to reflect the illustrations. This should include flexibility to use these.

#### J.04 Building Frontages & Facades

- Figs. 220 and 221 don’t seem to correlate and none of the images are referenced in the main text.
- The requirement for the Design and Access Statements to demonstrate relationships between existing and proposed facades should be specific to detail or reserved matters applications.

Amendments made to provide further clarity.

Page 89 – amend text for J.04 to reflect figures 220 and 221

#### J.05 Roofs, Openings & Articulation

- We strongly disagree with the principle that ‘when using pitched roofs, the ridge should run roughly parallel to the line of the street’. This is overly prescriptive, encourages homogeneity, and restricts variety on housing typologies.

Amendments made to provide flexibility.

Page 90 – amend text as follows: ... when using pitched roofs, the ridge should run roughly parallel to the line of the street *wherever possible*.

#### J.06 Noise & Overshadowing

- Figure 233 does not relate to the main text, this image shows garages in front of the primary building line, dominant in the street scene, it is therefore not deemed a good example of a successful street.
- The requirement for a plan showing orientation of buildings and design features should be specific to detailed or reserved matters applications.

Amendments made to provide further clarity.

Page 92 – replace figure 233

#### J.07 Building Edge

- The text states that ‘When development interfaces with open landscape...Countryside and/or Gaps between Settlements’ the appropriate response is a softer edge through a decrease in scale and density. This is overly prescriptive; the design of development interfaces should be site specific and relate to their context/setting.
- The main body text states that ‘Dwellings should be outward looking, avoiding back fences abutting the countryside’. Figure 234 appears to illustrate housing backing onto the countryside edge, with long sections of close boarded fences bounding public amenity space (page

Amendments made to provide further clarity.

Page 93 – Delete Figure 234
60 contradicts this image stating close boarded or panel fences as prohibited. This illustrates poor design and does not provide frontage onto open space.

<table>
<thead>
<tr>
<th>Section J: Building Design</th>
<th>Reference to DDA compliance removed and nationally described space standards information removed with reference made to it.</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.08 Internal Space Standards Page 94-100</td>
<td>Page 95 – Delete Figure 237 but make reference to the nationally described space standards. Page 101 – delete reference to DDA compliance but ensure that any principles not covered in Part M that the guide recommends are included.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section K: Climate Change &amp; Sustainability</th>
<th>Amendments made to provide further clarity. The guide seeks to improve standards and needs to also reflect current day conditions of which flood risk and climate change has a big impact on Arun.</th>
</tr>
</thead>
<tbody>
<tr>
<td>K.01 Energy &amp; Carbon Page 102-103</td>
<td>Page 102 – amend text on the bottom of this page as follows: Prepare a plan that considers the maintenance of low and zero energy technologies, adaptive capacity and flexibility to integrate more efficient systems and new technologies in future.”</td>
</tr>
<tr>
<td>K.02 Water &amp; Material Management Page 104-106</td>
<td>Amend text on the bottom of this page as follows: Prepare a plan that considers the maintenance of low and zero energy technologies, adaptive capacity and flexibility to integrate more efficient systems and new technologies in future.”</td>
</tr>
<tr>
<td>K.03 Adapting to Climate Change Page 106</td>
<td>Amend text on the bottom of this page as follows: Prepare a plan that considers the maintenance of low and zero energy technologies, adaptive capacity and flexibility to integrate more efficient systems and new technologies in future.”</td>
</tr>
<tr>
<td>K.04 Flood Risk &amp; Drainage Page 107</td>
<td>Amend text on the bottom of this page as follows: Prepare a plan that considers the maintenance of low and zero energy technologies, adaptive capacity and flexibility to integrate more efficient systems and new technologies in future.”</td>
</tr>
<tr>
<td>K.05 P107</td>
<td>Amend text on the bottom of this page as follows: Prepare a plan that considers the maintenance of low and zero energy technologies, adaptive capacity and flexibility to integrate more efficient systems and new technologies in future.”</td>
</tr>
<tr>
<td>Quality of the Environment Page 108 K.06 Health &amp; Well-being Page 109</td>
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<td>-----------------------------------------------------------</td>
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<tr>
<td>- The requirement to &quot;demonstrate flood resilience for 1/100 year event, in line with BREEAM 2018 Pol 03&quot; does not reflect the approach to flood risk advocated in the local plan or the national planning policy guidance on flood risk. These specify the requirements for development at risk of flooding and the Design Guide should reflect these instead.</td>
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<tr>
<td>P 108 and 109</td>
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<tr>
<td>- We consider that the WELL standard is highly prescriptive and has not yet been rolled out fully for residential developments. As such, we suggest this requirement should be removed for residential developments as it has not been fully adopted or tested.</td>
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<tr>
<td>Section S: New Homes S.01 New Homes Page 140-143</td>
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<tr>
<td>- &quot;Schemes should ensure consistency in the design of front façades, building line and skyline across plots&quot; – good design should allow variation and interest in the street scene rather than prescribing homogeneity.</td>
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<tr>
<td>P140</td>
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<tr>
<td>- This section is repetitive of the sustainability requirements outlined earlier in the document pages 102 -109</td>
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<tr>
<td>P141</td>
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<tr>
<td>- Passive design – the requirement for new developments to provide detailed analysis following CIBSE TM52 guidance goes beyond local and national planning requirements and therefore should be removed.</td>
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<tr>
<td>- The requirement to assess the risks against 30,50 and 80 year future weather files also goes above the requirement of the local plan. We would seek for this requirement to be removed.</td>
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<tr>
<td></td>
<td>The guide allows for innovation but also needs to set out standard requirements as well. The guide seeks to improves standards and needs to also reflect current day conditions of which flood risk and climate change has a big impact on Arun so a requirement to assess the risks against 30,50 and 80 year future weather files is appropriate.</td>
</tr>
<tr>
<td>No change</td>
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</tbody>
</table>
Local Character Assessment – Arun District

1. How would you define the built and/or landscape character of Arun District? What are the key features that contribute to this?
2. Which elements of local character do you believe to make a positive contribution to the district and/or could be enhanced to do so?
3. What are your favourite places, spaces and/or buildings in Arun District?
4. Which elements do you believe detract from the local character of the district?

Local Character Assessment – Towns/Parishes

5. How would you define the built and/or landscape character of your town/parish? What are the key features that contribute to this?
6. Which elements of local character do you believe to make a positive contribution to the area and/or could be enhanced to do so?
7. Which elements do you believe detract from the local character of the area?

Built Design and Development

8. What do you consider to be the main design strengths of your local area (e.g. In terms of scale, massing, height, form, materials, architectural features, uses and landscape)?
9. What do you consider to be the traditional methods of design in your area (e.g. in terms of vernacular or local materials)?
10. What do you believe to be the main design weaknesses or issues with your town/parish area today?
11. What do you believe to be examples of successful new development in your area, and why?
12. What do you believe to be examples of unsuccessful new development in your area, and why?

Streets and Spaces

13. Do the streets and public spaces in your local area create an attractive place? How could these aspects be enhanced?
14. Do the public spaces provide opportunities for people to meet and is there seating for those who need it?
15. Do features and routes help people find their way around?

Movement and Accessibility

16. Do you think that the way people move around your area, or the connections between your area and the wider Arun District/further afield could be improved?
17. How can we ensure that development in Arun is inclusive and accessible for all people?
18. Do traffic and parking arrangements allow pedestrians to move around safely and meet the community's needs?
19. Are there enough routes for walking and cycling?
20. Are walking and cycling given priority over cars and other traffic as much as possible?
21. How can priority for walking and cycling be improved in your parish?

Safety measures and crime prevention

22. What makes your parish and its streets and public spaces safe and pleasant?
23. What can be done to make the parish safer and more pleasant?
24. Are routes that connect the parish safe and accessible at all times of the day?

Climate Change

25. Could design do more to address issues such as climate change? If so, how?
26. What makes your parish environmentally friendly?
27. What can be done to make the parish more environmentally friendly?
28. Are there any existing community renewable energy schemes? Are there any renewable energy schemes which your community would benefit from?
29. Are you satisfied with the design of the waste/recycling storage facilities within the parish? How could this be improved?
30. Are you satisfied that the houses in the parish incorporate renewable energy (both passive & active)? Do you want to see more renewable energy in homes and what do you think these should be?
Arun Design Guide – questionnaire responses, neighbourhood plans and village design guides (material planning consideration)
<table>
<thead>
<tr>
<th>Topic</th>
<th>Coastal Towns and Villages</th>
<th>Inland Arun: Arundel</th>
<th>Inland Arun: the Villages</th>
<th>Countryside</th>
</tr>
</thead>
<tbody>
<tr>
<td>Built Character/ settlement pattern</td>
<td>Little evidence of successful development in the suburban sprawls emerging around Littlehampton, Felpham and Bognor Regis. These appear to be poorly laid out, dense developments of little architectural merit with limited consideration for the parking of cars or for access and lack of focus on community. There is a lack of continuity in many areas, E.G. Bognor Regis seafront had old town houses, similar to Worthing and Brighton seafrons. These were redeveloped with a mixture of blocks of flats, some traditional, some modern glass look and 70’s design. No thought seems to have gone into the overall look. Landscape pattern along the seafront is framed by staggered and set back building blocks and linear parks of different scales. Bognor: Investments planned for the future to increase hotel capacity and improve Butlin’s “relationship” with the seafront and town. A diverse mixture – dense housing development, to suburban character. Contains private estates laid out as garden estates. Development has followed a random pattern, containing many buildings of many different styles from different periods. Space and openness created by relatively low density of development, low building height, attractive front gardens and public open spaces. This should be maintained (Middleton on Sea) Development should be targeted to previously used sites within the town centre to accommodate development and change without undermining the natural beauty of the landscape. Development Proposals in the town centre and concerned with extensions/alterations to the exterior of designated/undesignated heritage assets must adhere to a ‘secure, restore and boost our environment character and setting (Bognor Regis 2) New buildings should complement neighbouring in terms of density - should not be significantly greater than existing, or so high to prevent provision of enough soft landscaping around new buildings to preserve character of the area. New or enlarged buildings should not be significantly higher than those in a road. Bulky rectangular and large flat roofed buildings should be avoided.</td>
<td>Conservation Area Pattern of building largely determined by shape of hill. Streets lined by buildings/high walls with few forecourts or gardens. Open spaces are not a significant part of the street scene. Outside Conservation Area Pattern determined by 20th century development. Buildings are linear and follow road patterns. Buildings, gardens and walls are set back from roads – the feeling of space is a major characteristic.</td>
<td>Post-war building programme and housing pressure in following decades has led to erection of council and large private housing estates Ad hoc, disjointed development Industrial areas in close proximity to residential properties Retention of countryside areas between individual villages has maintained separate identities The density of new development should be appropriate to its location by virtue of size, siting and relationship to existing properties (Walberton HP11) New development should follow established plot widths in streets and the character of existing built form. No new buildings will be permitted over 2.5 storeys, based on typical heights of existing buildings in the surrounding area, unless it can be demonstrated that the proposal would be in keeping with its surroundings (Angmering HD3)</td>
<td>New modern housing estates are of poor design, having a stark contrast with open fields at the boundary Many past smallholdings and nurseries are disused, in decline or redeveloped for housing. Agricultural buildings also converted for smaller business units Sense of place provided by visual separation of traditional and more modern areas, and separation of the villages. The density of new development should be appropriate to its location by virtue of size, siting and relationship to existing properties (Aldingbourne H3)</td>
</tr>
<tr>
<td>House types</td>
<td>Majority of respondents to Ferring NDP consultation identified bungalows as the type of housing most needed in the plan period No high blocks of flats, small developments blend in better Need to ensure there is a variety of development – not just 3 and 4 plus bedroom homes Higher proportion of detached and terraced homes Lower proportion of semi-detached homes and flats compared to national average</td>
<td>Higher proportion of detached and terraced homes Lower proportion of semi-detached homes and flats compared to national average Proposals must deliver a range of housing types and tenures including bungalows, sheltered accommodation, self build and shared equity (Ford H2) Delivery of more smaller and less larger dwellings is encouraged (Angmering HD3) Within 400m of a village centre at least 50% of units should have 1-2 bedrooms, and beyond no more than 25% of units – older/younger without access to private transport therefore closer to village centre (Barnham and Eastergate H3)</td>
<td>Higher proportion of detached dwellings Lower proportion of semi-detached and terraced compared to the national average Proposals for new housing should deliver a range of housing types, sizes and tenures (Aldingbourne H2)</td>
<td>Higher proportion of detached, semi-detached and caravans than national average. Lower proportion of terraced homes and flats</td>
</tr>
<tr>
<td>Older people’s housing</td>
<td>Must provide a better mixture of properties, bungalows, starter homes, lifetime homes for the elderly down sizing</td>
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<td></td>
<td>New, converted and extended independent living and care homes will be supported provided that the design and scale of development are in keeping with the character of the location and impact on amenity of surrounding residential properties is minimised (Felpham CLW1)</td>
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<td>At least 25% of housing should meet Lifetime Homes standards (Angmering HD3)</td>
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<td>Proposals for 3+ units should have 12/12 in Building for Life 12 (Barnham and Eastergate H4)</td>
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<td>Developments of five or more dwellings must ensure that a minimum of 25% of the 1-, 2-, and 3-bed dwellings provided are delivered to Lifetime Homes standards (Yapton H3)</td>
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<tr>
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<td>New, converted and extended independent living and care homes will be supported provided that the design and scale of development are in keeping with the character of the location and impact on amenity of surrounding residential properties is acceptable. (B+E CLW1, Ford LC1, Walberton CLS)</td>
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<tr>
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<td>25% of new homes must meet Lifetime Homes standards (Aldingbourne Policy H2)</td>
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<td>Proposals for new, converted and extended independent living and care homes will be supported provided that design and scale of development are in keeping with character of the location, and impact of amenity is acceptable (Aldingbourne LC1)</td>
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<tr>
<td>Materials</td>
<td>Flint/rendered walls and buildings with slate or thatched roofs. Flint walls should not be painted.</td>
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<tr>
<td></td>
<td>Red brick and tiled roofs</td>
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<tr>
<td></td>
<td>Tudor reps</td>
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<td></td>
<td>Timber weatherboarding should be retained - white PVC not encouraged</td>
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<tr>
<td></td>
<td>Exterior walls should be rendered and painted in traditional pastel colours</td>
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<td></td>
<td>Use of traditional timber/metal window frames is encouraged.</td>
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<tr>
<td></td>
<td>Brick, flint (unknapped seastone, knapped and square knapped), occasional sandstone</td>
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<tr>
<td></td>
<td>Variety of brick colours including red (most common) and blue (often used in geometric patterns)</td>
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<tr>
<td></td>
<td>Roofs are pitched and hipped, covered in hand made tiles or slate</td>
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<tr>
<td></td>
<td>Windows painted sash timber or timber casements, with glazing bars used to divide glass areas into smaller panes</td>
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</tr>
<tr>
<td></td>
<td>Use traditional timber/metal window frames is encouraged.</td>
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<td>Flint, brick, thatch and slate roofs</td>
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<td>Materials must be harmonious with surrounding area and new developments must seek to reflect materials and features in immediate surrounding area where appropriate (Angmering HD4)</td>
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<td></td>
<td>Support for tile hanging, splayed bays, sussex half hipped roofs with feature quoins and architraves on residential development (Angmering HD6)</td>
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<td>Flint walls should not be removed or replaced, and should be provided and incorporated into new development where appropriate (Aldingbourne EH11)</td>
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<td>Roof</td>
<td>Original roofline should not be changed in a manner which would be detrimental to the street scene.</td>
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<td>Dormer windows must be small enough to be subordinate to the appearance of the roof as a whole, with ridge of the dormer appreciably lower than the main roof. Should be at the back of the building where possible and use materials that match the rest of the roof. Should have pitched roofs</td>
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<td>Skylights should be flush with the roof and be avoided in front elevations. Inclusion of chimneys in new designs and retention of existing chimneys is encouraged.</td>
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<td>Significant roof alterations should be avoided.</td>
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<td>Highly visible alterations should not be permitted unless demonstrated that it complements/is in keeping with original design of the building</td>
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<td></td>
<td>Stone and flint walls, pastel renders</td>
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<td>Thatched and slate roofs</td>
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<td>Materials used must complement existing palette (Clymping CPN11). Flint walls should not be removed or replaced, and should be provided and incorporated into new development where appropriate (Aldingbourne EH11)</td>
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<td>Extensions/ alterations</td>
<td>Extensions should be designed as an integral part of the original design of the house. Those at the front should be avoided if they would be visually obtrusive and incongruous. Side extensions should be distinguished from original by a step in roofline and possibly outer wall. Semi-detached pairs of buildings have distinctive proportions that should not be spoiled by insensitive alterations and additions. Must ensure that orientation maintains the privacy enjoyed by neighbouring properties and seek to avoid overshadowing.</td>
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<td>Should remain possible to appreciate the structure/character of the original building, including plan layout for original building</td>
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<td>Should be in keeping with original features and the immediate environment</td>
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<td>Materials should reflect, and be sympathetic with appropriate surrounding buildings in terms of materials, fabric and colour schemes</td>
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<td></td>
<td>Contemporary UVPC and glazing not permitted on buildings in CA</td>
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<td>Plumbing should be located in the most inconspicuous place and not on the front elevation of buildings in the CA. External plumbing/pipes should be painted black on brick buildings and a colour to match the rest of the building where stuccoed or rendered.</td>
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<td>Satellite dishes not permitted on front elevations and extreme care should be exercised when placing elsewhere in the CA.</td>
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<td>Meter boxes, lighting, fluxes and ventilation ducts, gutters and pipes, satellite dishes and telephone lines must be considered early in design and integrated into development. Use good quality materials and minimise visual impact through design/positioning (Ford H1, Barnham and Eastergate H6)</td>
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<td>Meter boxes, lighting, fluxes and ventilation ducts, gutters and pipes, satellite dishes and telephone lines must be considered early in design and integrated into development. Use good quality materials and minimise visual impact through design/positioning (Angmering HD3)</td>
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<td>External features</td>
<td>New windows and doors should resemble original fittings and those of other houses in the road</td>
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<td>Design of new housing should give full consideration to meter boxes, lighting, fluxes and ventilation ducts, gutters and pipes and satellite dishes and telephone lines. Must be considered early in design and integrated into development. Use good quality materials and minimise visual impact through design/positioning (Felpham ESD10)</td>
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<td>Meter boxes, lighting, fluxes and ventilation ducts, gutters and pipes, satellite dishes and telephone lines must be considered early in design and integrated into development. Use good quality materials and minimise visual impact through design/positioning (Aldingbourne H9, Clymping CPN11)</td>
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<td>Conversion/adaptation</td>
<td>Redevelopment of under-used, redundant or derelict farm buildings will be permitted where the new use supports development/diversification of agricultural activities (Kingston KPNP6)</td>
<td>Re-use, conversion and adaptation of rural redundant buildings, with the exception of glasshouses, for small businesses, recreation or tourism purposes will be supported in principle if the building is capable of conversion without substantial reconstruction, the works will not have an adverse impact on any archaeological, architectural historic or environmental features, and adequate parking can be accommodated within the site (Walberton VE9, Ford EE9)</td>
<td>The re-use, conversion and adaptation of rural buildings for small businesses, recreation or tourism purposes will be supported subject to conversion/adaptation works that respect the local character of the surrounding area and/or buildings, use will not have an adverse impact on any archaeological, architectural, historic or environmental features. (Aldingbourne EE7)</td>
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<td>Heritage</td>
<td>Lack of care and radical investment over the last decades should be seen as an opportunity to preserve 1960s and 1970s features much valued by a growing number of people and often lost for other English seaside towns Bognor Regis – support for preservation of the Grade II listed pier, extension to its original length, provision of a step-free viewing point, clear distinction between the pier’s Victorian heritage and any 21st century additions The effect of proposals on non-designated heritage assets will be taken into account when determining the application in order to avoid or minimise conflict between the heritage asset’s conservation and any aspect of the proposal (Littlehampton 17) Buildings and structures of character (defined) must be retained or enhanced and the removal of part/all of them will not be permitted unless it can be demonstrated that they cannot be put to a beneficial or viable use (Felpham ESD6) Design of new buildings should reflect design principles of their time so that richness of varied character continues and is extended into the future; but quality must also ensure that new buildings contribute positively to historic areas/assets (Felpham ESD8)</td>
<td>Refer to extensions/alterations above New buildings should reflect design principles of their time to extend richness of varied character into the future – but must also contribute positively to historic areas/assets. If a traditional design approach is used, historically correct materials must be used so as not to debase historic style (Angmering EH1, Barnham and Eastergate E56) Development must preserve and enhance heritage assets (Barnham and Eastergate ES7) Buildings should be designed to reflect the three-dimensional qualities of traditional buildings rather than ‘bolting on’ elements such as bay windows at the end. Windows and doors should be set back from the external surface of buildings to introduce depth to the facade. Changes in material must be related to the design of the building – e.g. a setback or projection - rather than a random approach. (Barnham and Eastergate ES8)</td>
<td>Preserve and enhance Conservation Areas (Aldingbourne EE7) Protect key view lines, and contribute to sustaining or enhancing the visual connections between settlements and their rural hinterland including views to the SDNP. (Aldingbourne EE7) Must retain/enhance significance of buildings of local character unless they cannot be put to an alternative use or harm is unavoidable to secure significant public benefits (Aldingbourne EHB, Clymping CPN13)</td>
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<td>Lighting</td>
<td>Private security lighting should be muted and carefully sited to light the required area without reducing the ‘rural’ character of private unlit roads</td>
<td>Major development must demonstrate that this has been designed to minimise impact on night sky (Ford EHB) Proposals which detract from unlit environs will not be supported - must conform to the highest standard of light pollution restrictions. Outside lighting must be neighbourly in its use (Walberton VEB)</td>
<td>Proposals which detract from unlit environs will not be supported - must conform to the highest standard of light pollution restrictions (Policy EH10)</td>
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<tr>
<td>Landscape character</td>
<td>Roads lined with greenery Views of open countryside at the edge of settlements. Spacious feel – unspoilt, beautiful surroundings. Development must take account of the intrinsic character and beauty of the countryside outside the built up area (Kingston KPNP3) Arable farming – fertile brick clay soil provides some of richest arable land in the country The Greensward – one of the finest areas of green space adjoining the sea Must protect ancient trees and trees/hedgerows of arboricultural/amenity value (Felpham ESD9, Kingston KPNP4). Development must not encroach upon any roadway or twitten so as to alter the outstanding landscape, coastline, historic build and archaeological environment (Policy KPNP7)</td>
<td>Policy support for conserving landscape character - direct all development to town (Arun Policy 2) Abundant flora, fauna and open spaces with plenty of trees and fields in view. Relatively flat coastal plain. Woodland, pasture, open arable land and horticulture Many recent developments not sympathetic with the surrounding environment Proposals must retain well-established landscape features. Most net damage/lose trees of arboricultural/amenity value, ancient trees or hedgerows – only permitted where needs and benefits clearly outweigh the loss (Ford E1H, Walberton VE3, Angmering HD6, Barnham and Eastergate ES10). If there is significant loss of trees/shrubs as part of development, must re-provide elsewhere on site (Yapton E4) Development must protect rural/open character and sustain/enhance visual connection between core of villages and rural hinterland (Walberton VE4)</td>
<td>Rural and coastal. High quality soil on the coastal plain means that much of the area is used for arable and pastoral horticulture and some past and current horticultural uses. Large sections of hedgerows survive. Trees and hedgerows of good arboricultural/amenity value must be safeguarded (Clymping CPN8, Aldingbourne EHE) Views to the Downs are valued. Open landscape character of countryside and beach must be protected (Clymping CPN7, Aldingbourne EH9)</td>
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</table>
| Character: general | New development which would have an effect on the appearance or character of the surrounding area must be of a high quality of design and must contribute to local character by creating a sense of place appropriate to its location (Felpham ESD1)
Proposals should respond to and integrate with local surroundings, landscape and context as well as the built environment through materials, planting, safe access, high quality spaces and light (Bognor Regis)
New homes must be well connected to the surrounding area and visually integrated with their surroundings (Ford H6)
New development which would have an effect on the appearance/character of the surrounding area must be of a high quality of design and contribute to local character by creating a sense of place appropriate to its location (Walberton HP13) |
| Streets and spaces: use | Streets and spaces create an attractive place, provide opportunities to meet including seating, and help people find their way around (Kingston)
There is an opportunity to emphasise the importance of the town centre and seafront as a different, much more social, interactive, entertaining place by providing spaces that attract people of all means and ages. Visitors should be allowed to enjoy the town centre and seafront during the day as well as evening hours, and all year round (Bognor)
Policy 3 designates Bognor’s Old Town as a restaurant, cafe, bar and cultural quarter - A3, A4 and D2 applications are welcomed that include outdoor seating, increased number of all-weather seating provision, and facades and spaces between buildings that support a more pedestrian-friendly street environment during the day or in evening hours. |
| Streets and spaces: street furniture | Bognor Regis: funding from the Coastal Committees Fund given for town centre (“station to sea”) enhancements to lay new paving and install lighting, seating and street furniture - work was scheduled to finish 2016
Functional features such as railings and lamps are decorative and make a positive contribution to the street scene
Use of bollards to prevent vehicles parking on pavements should be limited to essential areas to protect overall street scene.
Street furniture should be of high quality to match/reinforce current elements (Angmering HD4)
Should retain existing red postboxes/telephone boxes |
| Streets and spaces: Signage | Not enough signage to promote facilities. Improved signage into and out of Bersted will promote the attractions, facilities and methods of access.
Street signs and post boxes of individual design should be preserved
Directional signs, traffic information and parking signs add to paraphernalia cluttering street scene.
Number of posts used should be minimised by combining uses and removing those with no signs on them.
Support for improvements to signage to promote local facilities, providing that this enhances surroundings (Barnham and Eastergate EE6)
Support for improvement of signage around local facilities provided that this is appropriate to its surroundings |
| Streets and spaces: Surfaces | Move away from use of tarmac and concrete slabs
Improvements to road surfaces are necessary |
### Movement: walking, cycling and horse riding

<table>
<thead>
<tr>
<th>Movement: walking, cycling and horse riding</th>
<th>Promotion of walking and cycling (Arundel Policy 6)</th>
<th>Network of footpaths provides access to country walks between neighbouring villages, all the way to the Downs and the coast; access to new housing, village centres and green spaces - support for proposals which increase/improve this network and loss of existing will be restricted (Angmering TM2, Barnham &amp; Eastergate, GA2, Ford GA1, Walberton GA2)</th>
<th>Rural paths provide access to open countryside – reasonably well provided for although limited signage in places</th>
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<tr>
<td>Some existing estates badly designed with not enough footpaths for residents to walk freely to other locations</td>
<td>Protection and maintenance of local footpath and cycle network to encourage walking and cycling for leisure (Arundel Policy 6)</td>
<td>Cycle paths should join with National Cycle Ways where possible (Angmering TM2)</td>
<td>Streets and spaces lack walkways, cycleways or safe crossing points – including from main areas of housing</td>
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<td>Many private estates built before planning laws with narrow roads, many without pavements</td>
<td>Support for local people and visitors to engage regularly in healthy, affordable and environmentally-friendly ways of getting about and being active during the day and after dark.</td>
<td>Design of new housing and commercial developments should give full consideration to provision of cycle stores (Barnham and Eastergate H6, Ford E7, H1)</td>
<td>Cycling for commuting limited by unfavourable conditions on roads – heavy traffic, narrow carriageways and numerous junctions and accesses</td>
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<td>Some parishes well served by footpaths, including ‘twittens’ as well as more modern paths</td>
<td>Proposals must maintain and extend emerging networks of rights of way, cycle routes and pedestrian facilities in the town (Bognor 6)</td>
<td>New streets/access ways must have appropriate emphasis on all modes of transport – pedestrians and cyclists as well as vehicles. 20mph is generally the maximum speed that is considered appropriate for new streets within residential development.</td>
<td>Development proposals that increase travel demand should extend and improve walking and cycling routes, be located in places accessible to public and community transport or make provisions for this and not result in loss of any existing footpaths/cycle paths (Aldingbourne GA1) – to provide safe alternatives to private car use (Policy CPN14)</td>
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<td>Village at the centre is walkable and compact with a distinct heart</td>
<td>Support for step-free access walkways to the foreshore, esplanade and beyond (Bognor 7, East Preston 10)</td>
<td>Cycle stores must be considered early in the design process and integrated into the overall scheme (Policy H9)</td>
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<td>Bognor: Walking and cycling between the seafront, town centre and wider urban area is not as easy as it should be for a 21st century seaside town, particularly given the large numbers of households with no car.</td>
<td>Improved streets and spaces with pedestrian/cyclist priority will attract more returning visitors and make moving around more pleasant.</td>
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<td>Pavements uneven making it difficult for mobility scooters, prams and wheelchairs.</td>
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<td>Some routes are inaccessible due to overgrown vegetation and fly tipping</td>
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<td>Cyclists frequently on pavements</td>
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### Movement: roads and car use

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<tr>
<th>Movement: roads and car use</th>
<th>Volume of cars, parking and general traffic flow is a negative feature</th>
<th>Significant traffic problems (congestion) in the town</th>
<th>Centres are compact and walkable but further out residents are reliant on car use</th>
<th>Poor highways infrastructure</th>
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<td>Outside centres there are poor transport links except by car</td>
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<td>Significant traffic problems (congestion) in the town</td>
<td>Centres are compact and walkable but further out residents are reliant on car use</td>
<td>Significant congestion at peak time</td>
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<td>New developments should allow bus routes to run through them to increase public transport use</td>
<td>Due to narrow roads, priority could be improved by one-way systems or car-free areas</td>
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<td>High car dependency to access services, amenities and workplaces. This contributes to low provision and use of local bus services.</td>
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<td>Due to narrow roads, priority could be improved by one-way systems or car-free areas</td>
<td>Road widths must be adequate for safe access by service and emergency vehicles at all times having regard for existing/projected on-street car parking (Rustington Policy 2)</td>
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<td>Movement: Car Parking</td>
<td>Support for development of a Parking Strategy to manage car parking spaces for residents and visitors (Arundel Policy 6)</td>
<td>Car parking detracts from appearance of housing Convenient access to short stay parking Issues with parking on new developments – must be provided over and above ADC guidance unless it can be demonstrated that more residents will travel by other means Parking at Angmering station is an issue - adjoining roads clogged up on a long and short term basis. Policy supports expansion of affordable parking, which must provide an increase in cycle parking facilities. (Angmering TM3) Parking in village centre is an issue (Angmering TM4) In Barnham and Ford, commuters avoiding parking fees at the station blocks up village centre parking for those using the shops/residents – proposals to expand affordable commuter parking will be supported (GA5) Proposals must include maximum levels of offstreet parking and replace any parking which is lost. Must be available in perpetuity (Barnham and Eastergate GA4). Parking to be provided within curtilage of dwelling wherever possible (Ford GA2) Must not remove existing available parking – will be resisted (Walberton GA3) Minimum standards of off-road parking: 1 bed (1 off-road parking space), 2 bed (2 off-road parking space), 3 bed (2 off road parking space), 4 bed (3 off road parking space), 5+ bed (4 off road parking space) (Yapton)</td>
<td>Must provide adequate parking spaces - those that result in a loss of parking spaces will be resisted. Cars parked on the street/in front of dwellings can seriously detract from the character and quality of the place - should instead allow buildings and landscape to dominate. At the same time, residents must have safe and convenient access to cars and able to see their parked car from their home (Aldingbourne GA3) Change of use of existing public car parking areas will not be permitted unless equivalent and equally accessible parking can be provided as a replacement (CPN6)</td>
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<td>Communal parking areas provided but residents prefer to park on the road, in front of their house. Causes problems for emergency services unable to get past parked cars Single properties turned into multiple dwellings has an adverse impact on car parking Older developments did not consider parking at the time but now as most households have at least two cars this is becoming a problem. Not enough car parking at local shops. Cars park on the street to avoid paying fees, causing congestion and road hazards Support for proposals for housing developments provided that scheme layout and plot configurations are able to properly accommodate the forecast requirement for off-street and on-street car parking, and that it is possible to effectively manage the consequences of under provision of car parking spaces once the scheme is fully occupied, and that the carriageway width of roads that may support existing and future local bus routes are capable of doing so (Littlehampton 22) All development proposals must meet the adopted car parking standards, where the amount and method of parking provision should not adversely affect road safety or result in unacceptable levels of on-road parking (East Preston 1, Kingston KPNP7)</td>
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<td>Safety</td>
<td>Area is made safe by street lighting Need to introduce calming measures on artery roads Where pedestrian walkways are provided alongside roads these should be wide enough to allow for safe passage of pedestrians without recourse to use of the roadway (Rustington Policy 2) Need connecting bridleways so that horse riders can ride safely</td>
<td>Many roads have restricted pavements. Cyclists, pedestrians and horses are in close proximity to heavy lorries and fast moving traffic. Proposals to upgrade A27 and A29 seen to be in conflict with those to increase leisure cycling/walking/horse-riding, and concern that new developments will worsen danger from traffic Building fronts should overlook streets and other routes to provide <code>eyes on the street</code> and so that pedestrians/cyclists feel safe (Ford GA3)</td>
<td>Must cross major roads to access amenities – inadequate crossing points make this difficult and unsafe especially for young people. This is perceived as likely to increase due to the impact of large commercial and housing developments in neighbouring towns and villages Routes must have safe crossing points for the disabled/those with poor mobility as well as cyclists, pedestrians and equestrians in general (Clymping CPN14) Support for traffic calming measures on roads while maintaining their essentially rural character (Clymping CPN14) Absence of suitable pathways along many roads</td>
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<td>Energy</td>
<td>Waste/ storage</td>
<td>Amenity/ green space</td>
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| Plenty of sun and wind for alternative power sources  
Only current renewable energy is individual solar panel arrays  
People should be encouraged to incorporate renewable energy (solar panels), upgrading their gas boilers and triple glazing  
Respondents to Kingston NDP consultation disagreed with installation of domestic wind turbines but agreed with solar panel provision  
Development must mitigate and adapt to climate change and meet national targets to reduce carbon emissions through incorporating measures which are strongly linked to those set out in the Code for Sustainable Homes, with regard given to achieving level 4. All new housing developments (except conversion of historic buildings) should have minimum energy efficiency standard equivalent to Level 3 of CSH (Felpham ESD11)  
Support for energy generating infrastructure using renewable or low carbon-energy sources to serve individual properties or groups of properties, provided that infrastructure is located as close as practicable and is in proportion to development it will serve; siting, scale and design does not compromise public safety and allows continued safe use of public rights of way (Felpham ESD12, Kingston EKNP7)  
Walberton contains 42 acre solar panel site  
Age of many properties does not lend itself to inclusion of modern renewable energy options. All new builds to incorporate active and passive options where appropriate.  
All new housing (except conversion of listed buildings) should have minimum level 3 code for sustainable homes. Should include high quality, thermally efficient building materials, double glazing and cavity walls and loft insulation wherever possible/relevant (Barnham and Eastergate ES11). All extensions/refurbishments should follow this where possible, consider upgrading the whole property and increase SAP rating by at least a grade (ES12)  
If increasing residential development site by more than 30%, on-site renewables should be included where feasible (Barnham and Eastergate ES12)  
Proposals for renewable energy infrastructure should be supported. Must be as close as practicable to development; proportionate to scale and appropriate to location. Must not compromise public safety or continued safe use of public rights of way (Barnham and Eastergate ES12, Ford EH2)  
All new commercial buildings must provide energy generating infrastructure using low-carbon/renewable sources  
No knowledge of existing renewableschemes.  
High rates of wind and sunshine should be better utilised.  
Support for low carbon/renewable energy infrastructure, provided that this:  
- Is located as close as practicable to development it will serve  
- Is in proportion with the development it will serve  
- Minimises Impacts on heritage assets, wildlife and views  
- Preserves safe use of public rights of way  
- Does not adversely affect adjoining properties in terms of noise, vibration or electromagnetic interference (Aldingbourne) |
| Proposals should provide adequate refuse and recycling storage incorporated into the scheme to minimise visual impact (Bognor 8a)  
Fly tipping is a problem  
Bin stores and recycling facilities should be designed to screen bins from public view while being easily accessible for residents (Barnham and Eastergate H6, Ford H4) |
| Hotham Park at Bognor Regis provides a countryside feel in the middle of the town  
Public open spaces should be preserved and where possible enhanced - protected from tall and intrusive development near their boundaries. Views to and from the beach should be preserved.  
Proposals must retain amenity land, incidental open spaces and roadside verges (East Preston 1)  
The Greensward must be retained for the public to enjoy walking and viewing the sea and foreshore  
Development that results in the loss of local green spaces or results in adversely affecting their character, setting, accessibility, appearance, general quality or amenity value will not be supported. (Angmering CLW2)  
Proposals for new housing development should include good quality outdoor amenity space - either private gardens or a shared amenity area - which should be commensurate with the size and type of dwelling and character of the area, of appropriate utility and quality having regard to topography, shadowing and privacy (Barnham and Eastergate H5, Ford H4)  
Proposals seeking to improve connectivity between wildlife areas and green spaces will be encouraged in order to enhance green infrastructure of the parish (Yapton E6)  
Good design will provide for sufficient external amenity space, either private gardens or shared amenity areas Should be commensurate with size and type of dwelling and character of the area, and appropriate utility and quality including tree cover and biodiversity (Climping CPN11, Aldingbourne HB) |
### Flooding

- Must ensure the ditches, drains and Aldingbourne Rife, that runs through the parish, are maintained to cope with storms and freak weather that are becoming more frequent.
- Ditches should not be filled or piped. Hard landscaping should be minimised and permeable materials used for drives.
- Development must plan for rises in sea level. Proposals for coast protection and sea defence works must reflect the visual character of the area, and must be undertaken without detriment to the amenities of the seafront and without harm to the SSIs/setting of the village (Felpham ESD3)
- All developments in flood sensitive areas must be designed and constructed to reduce the level of flood risk when compared to current use. Must include increased water capture, storage and harvesting facilities, SUDS (permeable driveways and parking areas, water harvesting and storage features, green roofs, and soakaways) or managed water quality. Must retain existing open drainage ditches and gullies in their current form. Should not adversely affect flooding caused by tidal, coastal or surface water. Any local flood defences in the form of ditches, lagoons, meadows, runoffs, coastal groynes and shingle beaches should be improved or modified as appropriate (Felpham ESD2, Kingston KPNP5, Rustington 4)
- All development proposals other than minor household/commercial subdivisions. Large expanses of plain glass can sometimes be appropriate but not if they are covered in brightly coloured stickers and signs. Awnings are a traditional shop feature, but should not be too elaborate or bulky. Where possible, new awnings should use a similar mechanism to the original for the building concerned, or use a surviving one nearby.

### Retail frontages

- Development changing ground floor uses from retail to non-retail will only be permitted where it can be shown this will not harm the vitality of local shopping facilities or amenities of the area. Important that retail frontages are retained and enhanced - shop window display frontage in keeping with the character of the area would therefore normally be required (Felpham BT4)
- Practice of shop signs being painted by sign writers in traditional style and colour should be continued.
- Change of use from class A1 retail to A2, A3, A4, A5 will be supported provided this meets an identified community need and a shop window display frontage in keeping with the character of the area is maintained. Vitality of Barnham is dependent on primary retail frontages (Barnham and Eastergate, EE4)
<table>
<thead>
<tr>
<th>Recreational buildings</th>
<th>Glasshouses/ horticulture</th>
<th>Equine/shepherding development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposals for recreational and tourism activities and facilities will be supported provided that siting, scale and design have strong regard to local character, historic and natural assets of the surrounding area, and design and materials are in keeping with local style and reinforce local distinctiveness and strong sense of place (Felpham BT6)</td>
<td>Construction of new glasshouse, polytunnels and associated packhouse development will only be permitted where it is of a height and bulk that it will not significantly damage the character/appearance of the surrounding landscape, and relates sympathetically to the natural, built and historic environment (Kingston KPNP6)</td>
<td>Equine/shepherding development will be permitted where it does not detract from the landscape quality of the area or harm an area of nature conservation; makes use of existing buildings where possible and any new buildings/structures blend into the landscape in terms of siting, design and materials, cumulative appearance of development will not adversely affect the character, appearance and amenities of the area and sufficient land (1-1.5 acres per horse) is available for grazing and exercise where necessary to prevent overuse of land, and it is well related to an existing bridleway network which is able to accommodate the scale of use from the proposed development (Kingston KPNP6)</td>
</tr>
<tr>
<td>Provision of recreational buildings will be supported provided design and scale are in keeping with local character and amenity of surrounding residential properties is acceptable (B+E CLW3, Walberton CL7) proposals for recreational and tourism activities and facilities will be supported providing that the siting, scale and design has strong regard to local character, historic and natural assets of the surrounding area; and design and materials are in keeping with local style and reinforce local distinctiveness/sense of place (B+E EE7, Ford EE5)</td>
<td>Horticulture very apparent in the form of glasshouses. New glasshouses, polytunnel and packhouse development will only be permitted where it is of a height and bulk that it will not significantly damage the character/appearance of the surrounding landscape, and relates sympathetically to the natural, built and historic environment. Replacement/renewal of an existing glasshouse structure will be permitted where it is in the same position on the site as the existing structure, and broadly of the same height and bulk (Walberton VE2)</td>
<td></td>
</tr>
<tr>
<td>Siting, scale and design must have strong regard to local character, historic and natural assets. Design and materials must be in keeping with local style, reinforcing local distinctiveness and a strong sense of place.</td>
<td></td>
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</table>
Appendix 4: Parish and Town Council
Stakeholder Consultation Summary
Arun District Design Guide SPD

Stakeholder Consultation Summary

Issue: A
Rev: A
Date: 21/08/2019
Introduction

This note provides an overview of the key themes emerging from the Stakeholder Consultation with town and parish councils in Arun District. Comments were invited from all 21 town and parish councils in the District, with Littlehampton, Bognor Regis and Arundel invited to a meeting and all others invited to compete a questionnaire and/or phone interview.

Questionnaire responses

The majority of parish councils were invited to complete a questionnaire seeking to understand the key qualities, strengths and weaknesses of design in Arun District. Responses were received from:

- Barnham and Eastergate PC
- Bersted PC
- Clymping PC
- Felpham PC
- Kingston PC
- Rustington PC
- Walberton PC
- Middleton-on-Sea PC
- Pagham PC

The key messages of this consultation included:

Character

- The coastline, South Downs, greensward and abundant flora, fauna and open fields make a positive contribution to the landscape character of the District. Retention of countryside areas between developments is valued.
- Traditional character provided by listed buildings and Sussex flint walls.
- Traditional seaside character is spoilt by run-down towns and economic malaise.
- Modern housing estates seen to be of poor design with inadequate infrastructure and services.
- New development should be sympathetic to existing character.

Good examples

- Generally, successful development seen to be smaller schemes with community involvement.
- Commercial enterprises e.g. cafes and restaurants, which attract people from outside.
- Royal Oak Public House known as the ‘pink pub’ (Bersted).

Bad examples

- Densely packed and anonymous estates presenting a stark contrast at the boundaries with open fields.
- Suburban sprawls emerging around Littlehampton, Felpham and Bognor Regis which are poorly laid out and of little architectural merit.
- Single properties turned into multiple dwellings.
- New houses built without infrastructure and access to support them (Walberton).
- Housing development along Horsemere Green Lane (Clymping).
- Accommodation block at Bersted Green Court needs updating and repair; a number of developments constructed of grey blocks and cladding (Bersted).

Housing types

- Need to ensure a variety of development, not just three and four bedroom homes.

Streets and spaces

- Many examples of attractive, well-kept streets and spaces with multiple floral displays.
Transport and movement

- Reliance on car use beyond the main towns.
- Congestion and highly visible car parking are common issues, with a fear that this will be worsened by the impact of new development.
- Increased traffic load leads to safety concerns on roads which lack walkways, cycleways or safe crossing points – access is difficult, particularly for the young and elderly.

Energy and environment

- Support for solar arrays (and some support for wind power) on homes to take advantage of high rates of sunshine and wind in the District.
- The age of many properties does not lend itself to inclusion of energy efficiency measures.

Ageing population

- Need to ensure that new developments are suitable for the older population and that appropriate provision is made for the elderly and infirm.

Interviews

In addition to the above, BDP arranged meetings with the two largest town councils of Littlehampton and Bognor Regis. Two representatives from each of the town councils participated in the consultation, which took the form of an interview based upon the questionnaire provided in advance. BDP presented an outline of the project background, and stakeholders were asked to discuss any design issues and opportunities that they have witnessed in their respective towns. A summary of each of the topics discussed is provided for both towns below.

Littlehampton

Character

- Preference for local flint materials, or an element of this to showcase historic character.
- Conservation Areas: prefer that flint is preserved, however, there is an element of practicality and understanding in that not all buildings can accommodate this material. Welcome the attempt to be in-keeping with character, but also open to new materials.
- Overall approach to heritage, is to preserve, but with some rationality/practicality.
- Happy for modern styles to be included, but they need to be integrated/synchronize with the existing character.
- A lot of overdevelopment in town centre
- (Too many flats above retail development in town centre?)

Good examples

- Kingly Gate (next to Tesco on A259 towards Bognor): Mixed housing/flats. Design was better than previous due to layout, roadspace etc. parking provision was planned into development. Streets, spacing and environment – good examples. Dovecot designs show innovative ways of preserving heritage aspects. It had fallen in to disrepair, but the materials were retained and incorporated into a war memorial.
- North Littlehampton: development underway, flats.
- East bank: old wharves, estate was cleared. Due to proximity to sea, designs include more colour and clapboard.
Bad examples
- Avon Road (former Waitrose site): mixed use commercial and flat. Bordering on to Conservation Area, but decimates the character. Density is too high, would have preferred terraced housing in this location. In this location, the preference would be for lower density housing to fit scale of existing surrounding environment to alleviate feelings of over development.

Streets/ Spaces
- There is a mix of street widths in LH.
- Would like to see street furniture that is in keeping with existing character
- Would like to see mature trees.
- There is an antisocial behaviour problem, LH Council trying to discourage loitering in streets. They don’t want people to stop and sit down as they think this encourages anti-social behaviour.
- Parking – could consider undercroft parking.

Inclusivity
- Housing needs to reflect need for social/ affordable housing and family housing.

Climate
- Flooding is more of an issue, had to raise the river wall.
- Solar panels – preference for tiles over panels.
- Shoreham – example of reclaimed land, solar panels, water reclamation, energy efficiency etc.
- Central Wetland development – back ditch with natural drains, designed efficiently.

Bognor Regis
- Town is defined by seasonal coastal town, but it’s primarily a place where people live.
- It is not an affluent town and there’s not a lot of land left to be developed. Land needs to be used efficiently.
- Residents of the town are split into two camps: those who remember the seaside resort of the past and want to uphold this character; and those who think that the town needs to move away from being based on its role as a seaside resort as this is not futureproofing.
- There is an understanding that apartments are required in BR due to the lack of developable land remaining.
- Noted that there is quite a transient population, with a lot of students, too many HMO properties, and also a large retirement community.
- Need more B&B accommodation
- Need more family dwellings with 2/3 bedroom houses, small gardens and green spaces.

Character
- Flint
- Historic buildings are quite rundown
- Lack of continuity in character of town
**Good examples**

- The former Wilico block (London Road precinct): accommodates student housing on 5/6 storeys above. Activates town centre.
- New builds with historic features have generally had quite a positive response, for example Esplanade Grande.
- Royal Hotel: conversion to apartments and destination restaurant. Council almost considered having it listed at one point. The development is now permitted, and the designs were quite well perceived.
- Norfolk Mews: Looks attractive (Might be a gated community though?)

**Bad examples**

- Regis Centre/ Alexandra Centre: out of place with the character and appearance.
- Applegate Close: residential area near school. Designed poorly as it’s the easiest route for school children to get dropped off, however, the road is too narrow and it’s a residential area. Parking/ route layout was not addressed well in this development.

**Streets/ Spaces**

- Lack of greenspace, lack of greenspace heart.
- Lack of seating
- Lack of seaside facilities in terms of changing etc.
- Town centre seating includes concrete blocks which are not comfortable/ attractive and do not make people want to make use of them.
- More planting and external lighting would be beneficial
- Heavily used road blocks the town centre from the seaside.

**Parking**

- Multi-storey car park at Morrison’s supermarket, which lays empty due to crime/ safety concerns, and difficulties with accessing.
- Town enforces parking restrictions where people see it as unnecessary.

**Inclusivity/ accessibility**

- Accessibility to the beach is an issue
- New developments should include pavement widths that accommodate wheelchairs, scooters etc.
Appendix 5: Member and Officer Workshop
Arun District Design Guide SPD
Working Draft Presentation

October 2019
Agenda

• Introductions

• Draft Arun Design Guide
  • Background Analysis / Arun Characteristics
  • Parish Council Engagement
  • Purpose of the Guide
  • Key Design Objectives
  • Structure & Understanding of the Guide
  • Section 1 - Make it Arun
  • Section 2 - Masterplanning & Working with the Guide
  • Section 3 - Development & Intervention Types
  • Sustainability Design Guidance

• Questions

• Next Steps
**Background Analysis Conclusions - 1**

- **Location & Population:**
  south coast, covers 12,090ha, has a 147,000 people

- **Ageing Population:**
  Need for property adaptations and provision of specialist accommodation and “lifetime homes”

- **Rich Historic Environment:**
  3.15% of the District - 2.2% national average,
  8.5% of the total built-up environment

- **Multiple Landscape Characterisations, Environmental Designations & Settlement Gaps:**
  landscape characterisations 29 % of the District
  existing settlement gaps 23% of the District
Background Analysis Conclusions - 2

- Flooding
- Climate Change Mitigation
- Built-Up Area & Future Expansion:

  built-up environment 32% of the District
  upcoming strategic site allocations 6.5%
  20% increase in built-up dwelling provision
- Significant Growth & Densification:
  20,000 new homes on the existing 70,190
  86% of the future development to occur within the strategic site allocation sites
- Adaptations to Existing Homes
Parish Council Engagement - Meetings & Questionnaires

[Map with Neighbourhood Development Plans]

Key:
- Local Planning Authority Boundary of Arun District Council
- Arun District Boundary
- South Downs National Park
- Made Neighbourhood Development Plan by Arun District Council
- Area Designated but Plan not made to date
- Area not Designated
- Area not preparing a Neighbourhood Plan

Source: 1:10,000 OS A4

Parish Council Engagement - Meetings & Questionnaires

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Arun Design Guide SPD Working Draft Presentation | October 2019
Parish Council Engagement - Stakeholder Engagement

Key Messages

- **Landscape Character**: Distinctive landscape character and retention of countryside areas valued
- **Built Character**: Traditional character valued but eroded by modern housing estates of poor design with inadequate infrastructure and services
- **Successful Development**: Generally ‘one-off’ smaller scale schemes with community involvement and potential to attract outside trade
- **Unsuccessful Development**: Densely packed estates or suburban sprawls which do not respect landscape character; single properties converted to multiple dwellings
- **Transport & Movement**: Reliance on car use beyond main towns. Fear that issues such as congestion and highly visible car parking will be worsened by new development
- **Energy & Environment**: Support for small-scale renewables and upgrades to existing homes provided this does not harm character
- **Ageing Population**: Need to ensure that new developments make appropriate provision for the older population including the infirm

- 21 Town & Parish Councils
- 2 Meetings - Littlehampton & Bognor Regis
- 9 Completed Questionnaires
Purpose of the Guide

- Address past and current challenges, providing for future needs;
- Enhance the Arun’s character and qualities
- Set out the design process to be followed

- Create design principles and criteria to be met and follow;
- Provide an effective tool
- Set out ADC expectations upon future development
### Structure & Understanding of the Guide - 1

#### Section 1: Introduction

**A** What to Be Achieved?
- Opportunity, Purpose of the Guide, Users, Status, Good Design & Key Design Objectives

**B** How to Be Achieved?

**C** Make it Arun District
- District’s Profile, Planning Context & Guidance, Heritage & Conservation Environment, Landscape Character & Natural Environment, Built Environment & Settlements Character

#### Section 2: Masterplanning & Working with the Guide

**D** Responding to the Site & its Setting

**E** Natural Environment

**F** Movement Framework

**G** Urban Structure & Development Blocks

**H** Welcoming Streets & Spaces

**I** Parking Strategy

**J** Building Design

**K** Climate Change & Sustainability

**L** Ensuring Quality

#### Section 3: Development & Intervention Types

**M** Household Extensions

**N** Building Conversions

**O** Strategic Housing & Major Development

**P** Infill Development

**Q** Apartment Buildings

**R** New Homes

**S** Mixed Use Schemes

- Glossary
- References
- Appendices
Urban Development Blocks
H.01 Neighbourhoods, Centres & Local Facilities

Create a “heart” of a neighbourhood by defining the centre of new development.

It is important that new development either connects to, adds to or incorporates an identifiable centre. This can take the shape of a focal public space or feature of the built or natural environment. A centre can also comprise a range and number of services and facilities relevant to the scale of development.

A neighbourhood centre can consist of a ‘generalist’ retail offering (e.g. a post office, newsagent or convenience store). These smaller centres providing everyday services should be a short walk from people’s homes; and combined with residential development at higher storeys to create a vibrant place that is active from morning to evening, while avoiding disturbance for occupants. Larger neighbourhood centres may accommodate a greater number and wider range of uses, including specialist shops and community facilities e.g. schools, healthcare provision, cafes and pubs. Depending on the area’s context, a public or feature space that acts as a local gathering space may be a more suitable centre, rather than focusing on facilities.

Centres can perform a functional role but should also be nice places to be, forming a well-located, safe and accessible focal point for a community. Provision of facilities around high quality public realm (a green, square, widened street) with hard and soft landscaping could be utilised to achieve this, further guidance is given in section H.

Centres - Make sure that the scheme:
• Incorporates or provides access to a neighbourhood centre or focal point within an appropriate distance of residential development, ensuring access to everyday local facilities.
• Provides access to appropriate services and facilities at larger scales, connecting to existing centres or incorporating these into the design of the scheme.
• Integrates community facilities and services with residential development to create vibrancy and activity, while ensuring residential amenity.
• Incorporates public realm elements to make centres attractive, safe, welcoming, easily navigable and accessible for all.

The residential amenity of occupants of mixed-use developments should be demonstrated through technical assessments including consideration of noise and lighting.

The role of individual neighbourhood centre(s) within a wider hierarchy of centres may be illustrated on a concept plan, including travel times to each centre by various transport modes.

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The role of individual neighbourhood centre(s) within a wider hierarchy of centres may be illustrated on a concept plan, including travel times to each centre by various transport modes.
Introduction
1. District’s Profile
2. Planning Context & Guidance
3. Heritage & Conservation Environment
4. Landscape Character & Natural Environment
5. Built Environment & Settlements Character
1. Site Appraisal

- Site understanding
- Identify constraints and opportunities
- Define unique characteristics
- Highlight existing relations
- Promote imaginative, creative and flexible design solutions
- Produce technical assessments
- EIAs
2. Developing a Design Rationale

- Develop a clear identity for the site’s upcoming development
- Draw upon the findings of the site appraisal
- Develop an initial, visionary concept for the site
- Combine and integrate design ideas, bringing together the existing characteristics of the site together with the proposed structures, features and spaces
3. Using Site’s Features & Natural Resources

SUDS within the Network of Streets & Open Spaces

Retained hedge provides a soft boundary to the proposed development

Houses facing towards the fields, maximising views

Retained trees incorporated into a Pocket Park

Retained trees incorporated into a Pocket Park

SUDS within the Network of Streets & Open Spaces
4. Creating a Network of Streets, Footpath, Cycleways & Access Arrangements

Hierarchy & enclosure

- Clear hierarchy of streets, public spaces & courts
- Cul-de-sac provide no hierarchy & legibility

Illegible & awkward plot layout with lots of left over space

Shared surfaces & sign reduction highlight pedestrian priority

Excessive signage creates car dominated environments
5. Defining Centres, Densities & Uses

<table>
<thead>
<tr>
<th>Settlement/ Centre Type</th>
<th>Residential Density Ranges</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Detached &amp; Semi Detached Houses</td>
</tr>
<tr>
<td>Town Centres</td>
<td>30-40 dw./ha</td>
</tr>
<tr>
<td>Local Service Centres</td>
<td>20-30 dw./ha</td>
</tr>
<tr>
<td>Villages</td>
<td>15-25 dw./ha</td>
</tr>
<tr>
<td>Suburban Centres</td>
<td>10-20 dw./ha</td>
</tr>
<tr>
<td>Rural Settlements</td>
<td>5-15 dw./ha</td>
</tr>
</tbody>
</table>

Density Variations:
- 20-30 dwellings/ha
- 30-40 dwellings/ha
- 40-50 dwellings/ha

Density Ascending:
- Density Variations
- Density Ascending

Map showing urban gateway, green community cores, edge development, urban spine, local centre, and green development areas.
6. Layout & Plot Size

Block Formation

1. Consider site’s surrounding connections
2. Adopt a pedestrian-friendly approach
3. Perimeter blocks that contribute to public realm

25 Degree Rule

45 Degree Rule

Block Sizes & Densities

- Housing Block Typologies: min. 45m - max. 90m
- Apartment Block Typologies: min. 55m - max. 120m
7. Definition & Enclosure

Enclosure Levels

- Semi-Enclosed Space
- Courtyard
- Square
- Residential Street

Local Centre Frontage

- Strong Frontage

Soft Frontage

High to Width Ratios

- Residential Street - 1:3
- Minor Street - 1:1
- Square - 1:6
8. Streets to Meet, Rest & Gather

Primary Road Example Typology

Tertiary Road Example Typology

Planting & Parking Integration

Generous Green Buffer to Ground Floor Unit

Secondary Green Road Example Typology

Residential Mews Example Typology

Planting Bordering a Main Residential Route

Shared Space Leading to Green Spine Park

Streets for All
9. Open Spaces

Green Spine

Communal Space

Fully accessible pedestrian paths

Green spine

Permeable surface

Water feature

Integrated in SUDs

Local Green Centre

Available palm trees

Adjacent lanes

Street furniture

Pedestrian priority

Retained TPOs

Retained Hedgerow

Retention basin

Green Spine

Green Buffer Zone

Local Green Centre

Civic Space

Community Space

Wetland Creation

River Enhancement

Pedestrian Priority
10. Residential Amenity Space & External Space Standards

**Back to Back Gardens**
- Generously sized private amenity space
- Minimum separation distance between facing habitable rooms
- Screening with planting and appropriate material plot boundary

**Terraced House Courtyard**
- Example of Appropriately Sized Back Garden, Ensuring Suitable Amenity Area
- Example of Terraced Houses Semi-Private Courtyard for the Use of Surrounding Residents
- Example of Semi-Private Block Courtyard for the Use of Residents

**Separation Distances**
- Front to Front: 
  - Private Front Garden ≥ 2 m
  - Private Front Garden ≥ 2 m
- Back to Side: 
  - Private Rear Garden ≥ 10.5 m
- Back to Boundary: 
  - Private Rear Garden ≥ 10.5 m

**Private Front & Rear Garden**
- ≥ 2 m Private Front Garden
- ≥ 10.5 m Private Rear Garden
11. Parking Strategy

- Garages
- On-Built Garages
- On-Plot Parking
- Dedicated Courts
- On Street Parking
12. Building Development

Corner Treatments

Facade Treatments

Building Edges

3 Bed Terraced Typology
### 13. Internal Space Standards & Inclusive, Adaptable Design

<table>
<thead>
<tr>
<th></th>
<th>Kitchen</th>
<th>Dining</th>
<th>Living</th>
<th>Double</th>
<th>Twin</th>
<th>Single</th>
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<td></td>
<td>4.0 x 3.0</td>
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<td>6.5 x 7.1</td>
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<td>4.0 x 3.0</td>
<td>3.2 x 2.5</td>
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14. Materials, Maintenance & Future Proofing

When designing new streets consider the following:

Figure 55: Add shade, texture, colour & scent through planting

- Brown/Red Clay Tiles
- Stone Cladding
- Vertical Wood Cladding
- Decorative Wood Cladding
- Horizontal Wood Cladding

Figure 56: Ensure residential entrances are clear

- Pastel Render Wall
- Light Framing (studs) with Brick
- Brickwork Details
- Multi Cladding
- Light Framing (studs) with Render

Figure 57: Generate a uniform surface treatment

- Red/Brown Brick Wall
- Light Framing (studs) with Brick

Figure 58: Create subtle distinction to aid pedestrians & vehicles

- Local Materials Used in a Traditional Way
  - Pastel Render Wall
  - Brown/Red Clay Tiles
  - Flint & Brick Wall

- Local Materials Used in a Contemporary Way
  - Red/Brown Brick Wall
  - Light Framing (studs) with Brick
  - Brickwork Details
  - Multi Cladding
  - Light Framing (studs) with Render

- Local Materials Used in a Traditional Way
  - Pastel Render Wall
  - Brown/Red Clay Tiles
  - Flint & Brick Wall

- Local Materials Used in a Contemporary Way
  - Red/Brown Brick Wall
  - Light Framing (studs) with Brick
  - Brickwork Details
  - Multi Cladding
  - Light Framing (studs) with Render
Development & Intervention Types
Household Extensions - General

Appropriate & Inappropriate Development Forms

**Terraced Housing**

- Appropriate (✓)
- Inappropriate (✗)

**Semi-Detached Housing**

- Appropriate (✓)
- Inappropriate (✗)

**Detached Housing**

- Appropriate (✓)
- Inappropriate (✗)

Extension Size

50% of Original

Staggered Windows with Privacy Screening

Angled Pop-out Window to Mitigate Visual Privacy

25-Degree Rule Applied on Extensions

Existing Dwelling

25°

Existing Dwelling
Household Extensions - Side & Rear Extensions

**Side Extension Distances**

- Leave 1m. gap between the extension and the side boundary of the property.
- Leave 2m. gap between the extension and the neighbouring building.
- Set the extension back 1.5 - 2m. from principle elevation.

**Side Extension Distances - Principle Elevation**

- No extension or development part be extend beyond the 70 degree line from the plot boundary.

**Back of Dwelling to Side Extension**

- $\geq 21m$
- $\geq 14m$

**Rear Extension & Adjacent Dwelling**

- $\geq 21m$
Building Conversions

- Ensure re-use and adaptation of existing vacant buildings
- Protect the original character and appearance of the building
- Careful material consideration
- Preservation of distinctive features
- Appropriate uses in relation to context and location

Strategic Housing & Major Development

- Holistic approach to strategic housing
- Comprehensive and integrated masterplanning
- Enhanced range of shops, employment, community facilities and local services
- Comprehensive summary of Section 2, safeguarding the design process
Infill Development

The Width of the Building Plot & the Proposed Dwelling Should Be Similar to those in the Existing Frontage

Size & Proportion, & Detail of Windows to Reflect the Surroundings

Overlooking to Surrounding Windows & Gardens Will Not Be Allowed. Consider Inward Looking Courtyard Arrangement

Subservient in Scale & Size in Relation to Surrounding Properties, Avoiding Overbearing Impacts

Open Frontages Not Permitted in Enclosed Front Boundaries Roads

Boundaries Need to Be Made more Secure with Natural Surveillance

Traditional Pitched Roofs to Match the Pitch & the Orientation of the Existing Adjacent Ones
Apartment Buildings

Tower Typology Example

Courtyard Typology Example

Block Typology Example

One Core with Two Dwellings

One Core with Four Dwellings

One Core with Seven Dwellings

Studio 1-Bed Single Aspect 2-Bed Single Aspect 2-bed Double Aspect 3-Bed Corner Aspect

8-12 m 12-16 m 16-18 m
New Homes

- Mixture of housing types and tenures
- 30% affordable in all major schemes
- Respect neighbouring amenity
- Detached (25%), Semi-Detached (30%), Terraced (25%)

- Clear delineation of public and private spaces
- Capable of adaptation to enable home working
- Effective passive design measures
- Community and decentralised energy systems
Mixed - Use Schemes
Sustainability Design Guidelines
Energy & Carbon

- **Energy Hierarchy**
  
  Lean, clean, green, ‘be seen’

- **Climate Change Act 2008 amendment**
  
  UK commitment to Zero carbon by 2050

- **Emerging Policy (Draft New London Plan)**
  
  - 35% improvement on Part L building regulations
  - 15% through energy efficient measures
  - Offset remaining emissions
Water & Material Management

- **Water Hierarchy**
  Reduce potable water demand through system efficiencies, before recovering grey water and rainwater harvesting

- **Circular Economy Principles**
  - Bio-based materials
  - Designing out waste
  - Material re-use

- **Site Waste Management Plan**
  - Adequate storage
  - Segregation of operational waste

---

The Circular Economy for the Built Environment (David Cheshire 2016)

The Water Hierarchy
Adapting to Climate Change

- **Additional guidance**
  - K.01 Energy & Carbon
  - K.04 Flood Risk & Drainage
  - K.06 Health & Wellbeing

- **Designing for adaptability and resilience**
  - Critical Plant
  - Durable materials

- **Climate change adaptation strategy appraisal**
  - Assesses main climate risks to the built environment

- **Functional adaptation strategy**
  - Demonstrates adaptability for future changes in use and requirements
Flood Risk & Drainage

- Select site at low risk of flooding
- Avoid increasing flood risk and impermeable land cover
- Demonstrate resilience to flooding in line with BREEAM and the SuDS Manual
- Integrate SuDS and flood defences into landscaping strategy
- (K.03) FRA should make allowances for climate change in accordance with advice from the EA
Quality of the Environment

• **Air Pollution**
  - Sustainable Transport
  - Healthy Materials
  - Air filtration

• **Light Pollution**
  ILP Guidance notes for the Reduction of Obtrusive Light, 2011

• **Noise Pollution**
  - BS 8233:2014 Guidance on sound insulation and noise reduction for buildings
  - BS4142:2014 Methods for rating and assessing industrial and commercial sound
Health & Wellbeing

- **WELL Building Standard**
  Physical, environmental and mental health
- **Thermal comfort**
- **Acoustics**
- **Lighting**
- **Controls**
- **Flexibility**
- **Physical activity**
- **Inclusive design**
Thank you for your attention!

Questions?
Appendix 6: Newspaper consultation notice
Consultation on Arun District Design Guide Supplementary Planning Document

We are writing to inform you that Arun District Council is consulting on the Arun District Design Guide Supplementary Planning Document from 9th January 2020 until 5pm on 21st February 2020. The Arun District Design Guide Supplementary Planning Document (SPD) is intended to provide further detail to the Design policies of the Arun Local Plan (chapter 13) and to raise the standard of design across the District.

The document can be viewed throughout the consultation period at Arun Civic Centre and Bognor Regis Town Hall and is also available at the libraries within Arun District and on the Council’s website https://www.arun.gov.uk/supplementary-planning-documents-spds. We will be holding two drop-in consultation events so the public can speak to officers about the Design Guide on Monday 13th January 2020 between 3:30 and 5:30pm at Bognor Regis Council Chamber and on Saturday 25th January 2020 between 10am and 12:30pm at Bizspace Littlehampton, Courtwick Lane, BN17 7TL.

You are strongly encouraged to respond using the Council’s consultation portal as the most efficient and accurate way to capture your representation: http://arun.objective.co.uk/portal If this is not possible, we will also accept written responses by post, or email responses using the response form submitted to: localplan@arun.gov.uk

Please note that you may be receiving notice of this consultation ahead of the start date, but the documents will be available from 9am on 9th January 2020 and not before.

Yours faithfully

Kevin Owen
Planning Policy Team Leader
Appendix 8: Press release
DRAFT 16.12.19

Consultation on the Arun District Design Guide

Arun District Council will be consulting on the Arun District Design Guide Supplementary Planning Document (SPD) from 9 January 2020 until 5pm on 21 February 2020.

The Arun District Design Guide sets out the Council’s expectations for the design quality of new development, the preservation, conservation and enhancement of the built and natural environment with its distinctive character and qualities that can be found within the District. The Arun District Design Guide SPD is intended to provide further detail to the Design policies of the Arun Local Plan (chapter 13) and to raise the standard of design across the District.

Following the consultation, and subject to any changes necessary to address any representations made, the guide will go to Full Council in Spring 2020 with the recommendation that it be adopted as a Supplementary Planning Document to be used by Arun District Council when determining planning applications.

The document can be viewed throughout the consultation period at Arun Civic Centre and Bognor Regis Town Hall and is also available at the libraries within Arun District and on the Council’s website https://www.arun.gov.uk/supplementary-planning-documents-spds.

Please respond using the Council’s consultation portal as this is the most efficient and accurate way to capture your representation http://arun.objective.co.uk/portal. We also accept emails sent to localplan@arun.gov.uk or written responses (using the consultation response form) by post to Planning Policy and Conservation, Arun District Council, Maltravers Road, Littlehampton, BN17 5LF.

Only representations received using one of the methods above by the stated deadline of 5pm on 6 February 2020 can be accepted.

The Council are holding two drop-in consultation events so the public can speak to officers about the Design Guide on Monday 13 January 2020 3:30pm-5:30pm at Bognor Regis Town Hall Council Chamber and on Saturday 25 January 2020 between 10am-2:30pm at Bizspace Littlehampton, Courtwick Lane, BN17 7TL.

Ends…
Appendix 9: Strategic Environmental Assessment Screening
Arun Design Guide (Consultation Draft)
Supplementary Planning Document (SPD)

Strategic Environmental Assessment Screening

January 2020
Introduction

The Arun Design Guide (Consultation Draft) Supplementary Planning Document (SPD) has been produced to provide more localised detail to the quality of design expected of development that comes forward within the District.

This document comprises the Screening Report in line with European Directive 2001/42/EC and Part 9 of the Environmental Assessment of Plans and Programmes 2004, as to the need for an environmental assessment of the SPD.

Background

Within the revised NPPF (February 2019) Government policy places increased emphasis on the importance of good design and within paragraph 126 states that “to provide maximum clarity about design expectations at an early stage, plans or supplementary planning documents should use visual tools such as design guides and codes.”

The adopted Arun Local Plan 2011-2031 (ALP) contains Chapter 13 specifically relating to aspects of design and contains linkages throughout various other policies to design aspects and the chapter as a whole. The Arun Design Guide is intended to provide further supplementary information to assist landowners, developers and applicants and planners to assess the quality of the designs proposed. It is seen as the key document for delivering high quality, well designed places in Arun.

Paragraph 008 under the Strategic Environmental Assessment and Sustainability Appraisal section of the PPG\(^1\) states that “SEA may be required in exceptional circumstance … that have not already been assessed during the preparation of the relevant strategic policies.”

The full content of the Arun Local Plan 2011-2031 was adopted in July 2018 and as part of its production had been through both Sustainability Appraisal incorporating Strategic Environmental Assessment (SA/SEA) and Habitats Regulations Assessment (HRA). As such all its environmental, economic and social impacts of both its strategic and non-strategic policies were assessed.

The document is structured according to a series of integrated themes, including understanding the context, establishing well defined streets and layouts, transport connectivity, parking strategies, residential amenity, sustainable design and optimising site potential through building heights and housing density that reduces future pressure on development in the countryside.

The Design Guide covers the following types of development:

- Strategic Housing and Major Development
- Brownfield sites / urban infill / mixed-use developments
- Rural developments

To establish whether the SPD is thought to have significant environmental effects and therefore require SEA to be undertaken, a Screening Process has been done, which forms the following parts of this report.

The Screening Process

The screening process is based upon consideration of standard criteria to determine whether the plan or programme (in this case the Design Guide SPD) is likely to have “significant environmental effects”. This has been split down into 2 stages, the first in terms of determining the need and the second in terms of the significance.

The ODPM publication “A Practical Guide to the Strategic Environmental Assessment Directive” is still considered to be the key document to be followed and sets out the approach to be taken, as shown in Figure 1 on the following page.
Figure 2 – Application of the SEA Directive to plans and programmes

This diagram is intended as a guide to the criteria for application of the Directive to plans and programmes (PPs). It has no legal status.

1. Is the PP subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority for adoption through a legislative procedure by Parliament or Government? (Art. 2(a))
   - No to both criteria
   - Yes to either criterion

2. Is the PP required by legislative, regulatory or administrative provisions? (Art. 2(a))
   - Yes
   - No

3. Is the PP prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive? (Art. 3.2(a))
   - No to either criterion
   - Yes to both criteria

4. Will the PP, in view of its likely effect on sites, require an assessment under Article 6 or 7 of the Habitats Directive? (Art. 3.2(b))
   - No
   - Yes

5. Does the PP determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Art. 3.3)
   - No to both criteria
   - Yes to either criterion

6. Does the PP set the framework for future development consent of projects (not just projects in Annexes to the EIA Directive)? (Art. 3.4)
   - No
   - Yes

7. Is the PP’s sole purpose to serve national defence or civil emergency, OR is it a financial or budget PP, OR is it co-financed by structural funds or EAGGF programmes 2000 to 2006/?? (Art. 3.8, 3.9)
   - No to all criteria

8. Is it likely to have a significant effect on the environment? (Art. 3.5)*
   - Yes
   - No

*The Directive requires Member States to determine whether plans or programmes in this category are likely to have significant environmental effects. These determinations may be made on a case by case basis and/or by specifying types of plan or programme.

DIRECTIVE REQUIRE SEA

DIRECTIVE DOES NOT REQUIRE SEA
Table 1: Table establishing the need for SEA

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Commentary</th>
<th>Y/N</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the PP (plan or programme) subject to preparation and/or adoption by a national, regional or local authority OR prepared by and authority for adoption through a legislative procedure by Parliament or Government? (Art 2(a))</td>
<td>The Arun Design Guide SPD will by a Full Council decision of Arun District Council and be a material consideration in the determination of planning applications</td>
<td>Y</td>
</tr>
<tr>
<td>Is the PP required by legislative, regulatory or administrative provisions? (Art 2(a))</td>
<td>Supplementary Planning Documents are optional, there are no legislative or regulatory requirements to prepare them.</td>
<td>N</td>
</tr>
<tr>
<td>Is the PP prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, telecommunications, tourism, town and country planning or land use. AND does it set a framework for future development consent of projects in Annexes I and II tot the EIA Directive? (Art 3.2 (a))</td>
<td>Though the document is being prepared in line with the Town and Country Planning Regulations, it does not set policy. The policies of the ALP that the SPD supplements have been through SA incorporating SEA. Further the SPD will not be setting any future framework for projects under Annexes I and II of the EIA Directive.</td>
<td>N</td>
</tr>
<tr>
<td>Will the PP, in view of its likely effect on sites, require an assessment for future development under Article 6 or 7 of the Habitats Directive? (Art 3.2 (a))</td>
<td>Any applications approved in line with the ALP policies that the SPD supplements have themselves been through a full Habitats Regulations Assessment process.</td>
<td>N</td>
</tr>
<tr>
<td>Does the PP determine the use of small areas at local level OR is it a minor modification of a PP subject to Art 3.2? (Art 3.3)</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Does the PP set the framework for future development consent of projects (not just projects in Annexes to the EIA Directive)? (Art 3.4)</td>
<td>The Arun Design Guide provides further information relating to policies covering design, as such whilst it does not allocate land it will provide a future framework for development.</td>
<td>Y</td>
</tr>
<tr>
<td>Is the PP’s sole purpose to serve the national defence or civil emergency, OR is it a financial or budget PP, OR is</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>SEA Directive Criteria</td>
<td>Response</td>
<td>Is there a likely significant effect?</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td><strong>1. The characteristics of Plans and Programmes, having regard, in particular, to:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) The degree to which the PP sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources</td>
<td>The Arun design Guide will not set a framework for projects or activities but provide additional guidance on policies that have already been through SA incorporating SEA and concluded that there would be no significant likely effects expected.</td>
<td>N</td>
</tr>
<tr>
<td>b) The degree to which the PP influences other plans and programmes including those in a hierarchy</td>
<td>The adopted ALP provides the policy framework, which the SPD supplements and will not introduce new policies. As it is at the bottom of the hierarchy it will not influence any of the documents above it.</td>
<td>N</td>
</tr>
<tr>
<td>c) The relevance of the PP for the integration of environmental considerations, in particular with a view to promoting sustainable development</td>
<td>The Arun Design Guide will provide additional clarity as to the achievement of sustainable development within Arun District and support the design policies of the adopted ALP. These policies have been appraised as having no significant negative effects.</td>
<td>N</td>
</tr>
</tbody>
</table>

Table 2: Assessment Part 2 - Likely Significant Effects on the environment
<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>d)</strong> Environmental problems relevant to the PP</td>
<td>The design policies contained within the ALP that the Arun Design Guide will supplement are not expected to have any significant likely effect.</td>
<td>N</td>
</tr>
<tr>
<td><strong>e)</strong> The relevance of the PP for the implementation of Community legislation on the environment (e.g. PPs linked to waste management or water protection)</td>
<td>The Arun Design Guide is not relevant to the implementation of EC legislation.</td>
<td></td>
</tr>
</tbody>
</table>

### 2. Characteristics of the effects and of the area likely to be affected, having regard, in particular to:

<p>| | | |</p>
<table>
<thead>
<tr>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>a)</strong> The probability, duration, frequency and reversibility of the effects</td>
<td>The anticipated effects on the sustainability of the area are expected to be positive by providing additional guidance in support of the design policies of the ALP. The duration of the effect is difficult to define, as effects will be linked to a planning permission, which is (usually) permanent unless superseded by a subsequent permission on the same site.</td>
<td>N</td>
</tr>
<tr>
<td><strong>b)</strong> The cumulative nature of the effects</td>
<td>The SA incorporating SEA of the ALP expects the impact of Chapter 13, which the Arun Design Guide supplements, to be largely positive with some neutral impacts.</td>
<td>N</td>
</tr>
<tr>
<td><strong>c)</strong> The trans-boundary nature of the effect</td>
<td>The Arun Design Guide will be specific to the area of Arun District Council within its planning remit (i.e. south of the South Downs National Park) and so there will be no trans-boundary impacts direct from the SPD</td>
<td>N</td>
</tr>
<tr>
<td><strong>d)</strong> The risks to human health or the environment (e.g. due to accidents)</td>
<td>The SPD does not present any risks to human health and conversely aims to encourage improvements</td>
<td>N</td>
</tr>
<tr>
<td><strong>e)</strong> The magnitude and spatial extent of the effects (geographical area and size of population likely to be affected)</td>
<td>The SPD will be applied to all planning proposals within the planning remit of Arun District Council, although any effects will be felt at the local level (i.e site or neighbourhood)</td>
<td>N</td>
</tr>
</tbody>
</table>
f) The value and vulnerability of the area likely to be affected due to:
   i. special natural characteristics or cultural heritage
   ii. Exceeded environmental quality standards or limit values
   iii. intensive land use

As the Arun Design Guide will not set policy it will not affect the use of land but only the way in which any development is designed. The policies contained in Chapter 13 of the ALP encourage the creation of integrated communities reflecting the existing unique characteristics of the towns and villages.

N

<table>
<thead>
<tr>
<th>g)</th>
<th>The effects on areas or landscapes which have a recognised national, Community or international protection status</th>
<th>None identified. Any applications will be required to be in compliance with the policies for protection of protected sites or landscapes before permission is granted.</th>
</tr>
</thead>
<tbody>
<tr>
<td>N</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

OVERALL CONCLUSION

<table>
<thead>
<tr>
<th>NO LIKELY SIGNIFICANT ENVIRONMENTAL EFFECT</th>
</tr>
</thead>
</table>

Reasons for Determination

The policies that the Arun Design Guide will supplement were themselves subject to Sustainability Appraisal (SA), incorporating Strategic Environmental Assessment (SEA). The outcome of this determined that there would be no likely significant environmental effects, with potentially positive impacts expected both for the social and majority of environmental objectives. The remaining impacts were scored as having a largely neutral impact.

The Arun Design Guide as an SPD is only able to provide additional guidance to existing policies and would not be expected to alter the conclusions relating to the Local Plan.

The Arun Design Guide will not be setting new policy but supplementing existing policy. It has been based upon National, District and neighbourhood policies to provide further supplementary information to assist landowners, developers, applicants and planners to assess the quality of the designs proposed.

Applying the guidance set out in “A practical guide to the Strategic Environmental Assessment Directive” contained within the screening section above it is concluded that:

- Assessment Part 1 (Table 1) that an SEA is not required
- Assessment Part 2 (Table 2) that there is no likely significant environmental effect.

It is therefore concluded that, on this basis, and taking account of the SA (incorporating SEA) undertaken at the higher level through the preparation and
adoption of the Local Plan, that identified mainly positive with some neutral effects to the environment that the Arun Design Guide does not require an SEA to be undertaken.

Statutory Consultation

This SEA screening report has been produced by Arun District Council. It was sent to the 3 statutory environmental bodies – Environment Agency, Natural England and Historic England – from 2nd December 2019 until 6th January 2020. They agreed with the determination that no “significant environmental effects” may be triggered and therefore there is no requirement for a full SEA. These responses can be viewed in the following Appendix of this document.
Appendix – Consultation Responses
Dear Ms Hardy

**Arun District Council - Arun Design Guide Supplementary Planning Document**

**Strategic Environmental Appraisal Screening Opinion**

Thank you for your email dated 2 December 2019 consulting Historic England on your intention of carrying out a SEA for the above plan.

In light of the Environmental Assessment of Plans and Programmes Regulations 2004, our view is that a SEA is not required in this instance for the reasons set out in the Tables 1 and 2 of the Screening Opinion Statement.

Yours sincerely,

*Alan Byrne*

Historic Environment Planning Adviser
Dear Ms Hardy

Screening consultation: SEA Screening for the Arun Design Guide SPD

Thank you for your consultation request on the above dated and received by Natural England on 2nd December 2019.

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.

Screening Request: Strategic Environmental Assessment It is our advice, on the basis of the material supplied with the consultation, that, in so far as our strategic environmental interests are concerned (including but not limited to statutory designated sites, landscapes and protected species, geology and soils), that there are unlikely to be significant environmental effects from the proposed plan.

Notwithstanding this advice, Natural England does not routinely maintain locally specific data on all potential environmental assets. As a result the responsible authority should raise environmental issues that we have not identified on local or national biodiversity action plan species and/or habitats, local wildlife sites or local landscape character, with its own ecological and/or landscape advisers, local record centre, recording society or wildlife body on the local landscape and biodiversity receptors that may be affected by this plan, before determining whether an SA/SEA is necessary.

Please note that Natural England reserves the right to provide further comments on the environmental assessment of the plan beyond this SEA/SA screening stage, should the responsible authority seek our views on the scoping or environmental report stages. This includes any third party appeal against any screening decision you may make.

For any new consultations, or to provide further information on this consultation please send your correspondences to consultations@naturalengland.org.uk

Yours sincerely

Sharon Jenkins
Operations Delivery, Consultations Team, Natural England
Hi Charlotte

Thanks for your consultation for an SEA Screening opinion for the Arun Design Guide SPD.

I can confirm that the Environment Agency agrees with your conclusion that based on the SA, incorporating SEA, for the Arun Local Plan policies there is no requirement for an SEA to be undertaken in support of this SPD.

Kind regards,

Hannah

---

From: Charlotte Hardy [mailto:Charlotte.Hardy@arun.gov.uk]
Sent: 02 December 2019 10:10
To: PlanningSSD <PlanningSSD@environment-agency.gov.uk>; SM-NE-Consultations (NE) <consultations@naturalengland.org.uk>; 'e-seast@historicengland.org.uk' <e-seast@historicengland.org.uk>
Subject: SEA Screening for Arun Design Guide 1

Hello

SEA Screening for Arun Design Guide SPD

This is to make you aware of the fact that Arun District Council Planning Policy Team are producing a Design Guide Supplementary Planning Document (SPD) in line with that mentioned in the adopted Arun Local Plan (ALP).

As part of this production, prior to a formal period of consultation in the New Year, the District Council has produced an SEA Screening report (attached). To ensure compliance with the environmental plans and programmes regulations, we are now providing this to you for a 5 week consultation. This therefore runs from 2nd December 2019 through to a deadline of 6th January 2020.

Recognising that the document that this relates to will be required for a fully informed view, this will be sent following this email, as due to its size it needs to be sent via another system. If you are able to therefore confirm receipt of both emails, it would be appreciated.

Due to the shorter nature of the SEA Screening Report, if this could be reviewed to see if you agree with the decision and if we could receive a confirmation of your view by the deadline we would be most grateful.

Kind Regards

Charlotte Hardy | Senior Environmental Assessment Officer, Planning, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
Internal: 37794 | External: +44 (0) 1903 737794 | E-mail: Charlotte.Hardy@arun.gov.uk

Visit Arun's web site at www.arun.gov.uk | Save the environment - think before you print.
Appendix 10: Consultation boards
Arun District Design Guide SPD

S1_ Introduction
What Is to Be Achieved?

Welcome

Welcome to the public exhibition for the Consultation Draft Arun District Design Guide Supplementary Planning Document (SPD). This exhibition summarises what is contained in the document and provides an opportunity for you to comment, raise questions and give your feedback, shaping Arun District’s future form and environment.

The Design Guide for the Arun District, once adopted as an SPD, will be a material consideration in the determination of planning applications. The Guide does not seek to be overly prescriptive, but rather encourages a range of design solutions while also communicating necessary information and knowledge of the design process, policies and standards in order to achieve sustainable development and design quality.

Background

Arun District is distinctive for its historic environment, built form and landscape character. The Arun Local Plan (adopted 19th July 2018) encourages sustainable development and managed future growth to ensure that change across the District is appropriate to meet local need. By 2021 significant growth is expected to be delivered within Arun District, making the quality of development a priority for Arun District Council (ADC). In response, the Arun District Design Guide SPD has been commissioned and is under development as part of the Council’s commitment to securing high quality design.

Purpose of the Design Guide

The Guide seeks to assist a range of key players, including:
- Landowners, developers and agents considering potential development;
- Householders considering residential conversions, extensions and alterations;
- Designers drawing up schemes; and
- Development management officers assessing the suitability of proposals when determining applications.

Users of the Design Guide

Key Design Objectives

Local Distinctiveness, Character & Identity

Cohesive & Vibrant Neighbourhoods

Diversity

Ease of Movement

Accessibility & Inclusion

Legibility & Integration

Adaptability & Future Needs

Safety, Security & Crime Prevention

Efficient Use of Natural Resources

Innovation

Climate Change & Sustainability

Good Streets & Spaces

Well Designed Buildings
Arun District Design Guide SPD

1. Introduction
Structure of the Guide

The Arun District Design Guide consists of criteria and principles to shape proposed development, supported by explanatory text, illustrations and general guidance. The guidance is relevant to all scales of development from major residential developments with several hundred new homes to modest extensions or conversions to an existing building and to different contexts (coastal towns and surrounding settlements, inland Arun and the countryside). The Design Guide is structured into three main sections, subdivided into further chapters and sub-chapters covering topics from appropriate and strategic place making principles to detailed guidance on specific issues:

- **Section 1: Introduction** explains what the Design Guide will achieve and how, while presenting the existing context and character of Arun District.

- **Section 2: Masterplanning & Working with the Guide** sets out a number of overarching design principles which apply to all development types, explaining the masterplanning process and how it relates to the guide. This includes all steps that need to be taken to deliver high-quality development, either as an empty plot or when making alterations to an existing development.

- **Section 3: Development & Intervention Types** provides further detailed guidance on technical issues associated with specific development types.

Not all of the overarching design principles set out in Section 2 will apply to every specific development type considered in Section 3. The following matrix indicates the relevant interface between the design principles and the various development types.

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**Example of How to Use the Guide**

**Chapter Topic:** Built-Up Structure & Development Plots

**Sub-Chapter Topic:** G.01 Neighbourhoods, Centres & Local Facilities

**Goal:** The overall objective to be achieved by the present sub-chapter.

**Guideline:** Supporting text and explanations upon a specific topic.

**Design Criteria:** What the proposed scheme needs to achieve, through a checklist set of rules.

**Inform Your Design:** Supporting information and visuals that should be provided, understanding any development impact on the site and its surroundings. Execution of technical studies and surveys may be required.

**Communicate Your Design:** How to visibly explain your design, in a legible and user-friendly manner, identification of plans and materials to be presented.

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**Centres - Make sure that the scheme:**

- Incorporates or provides access to a neighbourhood centre or focal point within an appropriate distance of residential development, ensuring access to local facilities.
- Provides access to appropriate services and facilities along scales, catering to existing centres or integrating them into the design of the scheme.
- Ensures community facilities and services with residential development to create vibrancy and vitality, while ensuring residential privacy.
- Incorporates public realm elements to make centres attractive, safe, welcoming, easily navigable and accessible.

The role of individual neighbourhood centres within a wide hierarchy of centres may be illustrated on a concept plan, including travels times by various transport modes.

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**Useful Guidance & Additional Information:** Relevant policies and design guidance, together with additional reference information and explorations of key terminology.
Understanding Arun District

Chapter C of Section 1 provides an overview of the key characteristics and valuable elements of the District. In order to encourage development proposals for "Make It Arun District", Arun District Council (ADC) has been set up to provide a strategic framework for the future development of the District. Arun District Council (ADC) is the Local Planning Authority (LPA) for the area of the District, and therefore the Design Guide addresses the southern half of the District only.

- **Arun District Profile**
  The Arun District covers 12,090 hectares with an estimated population of 147,000, over 77% of whom live in coastal urban areas centred on Littlehampton and Bognor Regis. In total, however, 95% of the District is rural land which predominates in the northern half of the LPA area. The Local Plan identifies a number of "Important Areas" with land outside these to be treated as countryside with development restrictions, particularly within designated "Gaps between Settlements" comprising undeveloped coastal and countryside which are important in landscape terms.

- **Heritage & Conservation Environment**
  Arun District has one of the highest density populations in the country, with both national and local forecasts predicting a further rise in the proportion of older people over the plan period, bringing challenges in terms of healthcare and housing. The District exhibits wide differences in standards of living. While Arun is relatively prosperous when compared to the national average, the District performs below average for the south west region with lack of employment in the parts of Bognor Regis and Littlehampton.

- **Natural Environment & Landscape Character**
  Arun District has a wealth of distinctive and diverse environmental and landscape features, varying in character from low coastlines, to open countryside, to the backslope provided by the scarp slope of the South Downs. Arun District Council (ADC) Future development must seek to integrate with and not adversely affect these assets, or increase the risk of flooding.

- **Built Environment & Settlement Character**
  Much of the new housing provision to be brought forward over the Local Plan period is to be provided as part of designated Strategic and Non-Strategic Housing Allocation or Committed Housing Sites. These are located either within or on the outskirts of existing settlements, and it must be ensured that the existing settlement context is retained and enhanced where this is possible, and new developments are incorporated into a distinctive character. To assist with this process, the Design Guide identifies four main settlement contexts within the District’s built environment:
  1. **Coastal Towns: Bognor Regis & Littlehampton**
     The two coastal urban areas centred on the towns of Bognor Regis and Littlehampton and their surrounding villages are the main service, employment, retail and social centres in the District.
  2. **Inland Arun: Arundel**
     The town of Arundel is situated at the foot of the South Downs and contains one Conservation Area, within which the pattern of building is largely determined by the nature of the open spaces, instead of terraced buildings and high walls with few open spaces.
  3. **Inland Arun: The Villages**
     Arun’s inland villages consist of a number of separate settlements, providing a range of shape and local facilities. Those to the south of the District are characterised by a low lying, flat coastal landscape, dominated by highly productive fields.
  4. **Countryside Development**
     The countryside areas of Arun consist mainly of smaller villages and hamlets with limited services and facilities.

Heritage & Conservation Environment

Landscape Character
& Natural Environment

Built Environment & Settlement Character
Arun District Design Guide SPD

S3 _ Development & Intervention Types

Main Goals to Be Achieved

1. Provide household extensions which make a positive contribution to buildings.
2. Re-use and adapt vacant buildings, ensuring their ongoing contribution to settlements.
3. Take a holistic approach to strategic housing and major development through a coherent masterplanning process.
4. Provide high-quality infill development to enhance amenity for surrounding and new residents.
5. Integrate rural development sensitively into its setting in order to respect the character of countryside areas of the District.
6. Provide apartment buildings which integrate well with and respond sensitively to their setting.
7. Design new homes which reference the character of Arun District, provide a high level of amenity, and are socially and environmentally sustainable.
8. Provide conveniently-located mixed-use development which meets local needs and cases for both residents and visitors.

Section 3: Development & Intervention Types

Various development types and contexts will have their own technical issues and design considerations in addition to the overarching guidance given in Section 2.

It is important that applicants read Section 3 alongside Section 2 in order to cover all key considerations for a proposed development.
The Process

In July/August 2019 we invited comments from all 21 parish and town councils in the District on their key concerns and aspirations for the Design Guide. This engagement included questionnaires, phone interviews and one to one interviews. The key messages of this engagement/consultation process, together with our analysis of the Arun District and the Local Plan evidence base, review of relevant planning policies, design guidance and background material and evaluation of good practice are present in the design principles and a number of themes throughout the Guide.

We would now like to invite you to make comments on the Consultation Draft Arun District Design Guide SPD and the various topics included within the Guide. All comments submitted will be taken into account when considering the next steps to develop the Design Guide.

The Consultation Draft Arun District Design Guide SPD is subject to a public consultation period of four weeks. During this period the public are invited to comment on the proposed document, following which our team will consider representations and revise the Design Guide where appropriate and put before the Planning Policy Sub-Committee for approval. We expect the Design Guide SPD to be formally adopted by Full Council in Spring 2020.

Engagement & Consultation

**WHEN?**
- Public Consultation Period: 9th January 2020 until 8pm 21st February 2020
- Drop-in Sessions/Exhibitions:
  - Monday 13th January 2020, from 19:30 to 17:30
    Venue: Bogner Regis Town Hall, Clarence Road, Bogner Regis, West Sussex, PO21 1LD
  - Saturday 25th January 2020, from 10:00 to 12:30
    Venue: Blacpool, Courtney Lane, Littlehampton, West Sussex, BN17 7LJ

**WHERE?**
- Consultation Boards on public display at:
  - Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
  - Bogner Regis Town Hall, Clarence Road, Bogner Regis, West Sussex, PO21 1LD
- Paper copies of the Consultation Draft Arun District Design Guide SPD can be found at:
  - Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
  - Bogner Regis Town Hall, Clarence Road, Bogner Regis, West Sussex, PO21 1LD
  - Drop-in Sessions/Exhibitions
  - Public Libraries within Arun District
- Alternatively, digital copies of the Consultation Draft Arun District Design Guide SPD can be found at:
  - https://www.arun.gov.uk/supplementary-planning-documents-spd

**HOW?**
Please take time to read the Consultation Draft Arun District Design Guide SPD and the Consultation Boards, reviewing the emerging guidance. All of the guidance presented is subject to revision, pending the outcome of the consultation period.

Following your review, we welcome you to complete a Consultation Response. You are encouraged to respond using ADD’s consultation portal at: http://arun.objective.co/portal.

Digital copies of the Consultation Questionnaire can be found at: https://www.arun.gov.uk/supplementary-planning-documents-spd.

Alternatively, you can provide us with answers and comments to the questionnaire using the paper copies provided, and email to localplan@arun.gov.uk or post to Design Guide Consultation, Planning Policy and Conservation, Arun District Council, Civic Centre, Maltravers Road, Littlehampton, BN17 5LF.

Paper copies of the Consultation Questionnaire can be found at:
- Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
- Drop-in Sessions/Exhibitions
- Public Libraries within Arun District

Design Guide Timeline

13 May 2019
May - June 2019
July 2019
Aug. - Nov. 2019
Dec. 2019
Jan. - Feb. 2020
Feb. - March 2020
Spring 2020

What Do You Think?

Arun District Design Guide
Supplementary Planning Document (SPD)
Consultation Draft

Thank You For Coming!