



Householder Planning and Design Guidance Supplementary Planning Document (SPD)

October 2019

Consultation Statement: Householder Planning & Design Guidance Supplementary Planning Document (SPD)

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1. Introduction

This statement sets out the work involved in preparing the Householder Planning and Design Supplementary Planning Document (SPD) and how the Council has involved the community and various stakeholders in preparing the SPD.

In line with Regulation 12 of the Town and Country Planning (Local Planning) (England) 2012 regulations and with the Wycombe Revised Statement of Community Involvement (July 2018), this statement provides details of:

- (i) the persons the local planning authority consulted when preparing the supplementary planning document;
- (ii) a summary of the main issues raised by those persons; and
- (iii) how those issues have been addressed in the supplementary planning document (SPD)

After the consultation on the draft SPD, this consultation statement will be updated to reflect the feedback received and how this has been taken into account in the final version of the SPD. The final consultation statement will be published alongside the SPD for adoption.

2. SPD preparation and early stakeholder and community engagement

SPD Preparation

This first draft of the SPD was prepared following a review of the previous guidance, contained in Appendix 4 of the Wycombe District Local Plan (2004). This Plan has now been deleted and replaced with the Wycombe District Local Plan (adopted August 2019).

Officers initially scoped the content of the SPD at a series of workshops with various officers within the team. The sections to be covered were identified and then grouped. A first draft of the SPD was then written.

Officers then circulated this first draft to members of the Development Management Team and the Planning Policy Team. Comments were received and evaluated. The document was then amended and a second draft produced. Meetings were then held with senior officers of the teams to finalise the wording and agree images.

This SPD provides further detailed guidance to assist applicants in achieving the design quality required from Policy DM35: Placemaking and Design Quality of the new Local Plan (adopted 19 August 2019).

In addition to the above, the contents of the SPD was also considered by an Agents Panel on 8th July 2019. This Panel consists of local agents with an interest in planning in the Wycombe area.

Section 3 sets out in more detail who we consulted on the draft proposals for the SPD and how we did this.

Section 4 sets out the main issues raised during the SPD preparation and how we have taken these into account when preparing the draft SPD for consultation.

3. Who and how did we consult when preparing the supplementary planning document

Internal consultation

As stated above, the draft SPD was prepared in discussion with members of both the Development Management Team and Planning Policy Teams. A meeting took place where officers discussed which elements of householder design they would like to provide further guidance on.

The conclusions of this meeting were then taken away and chapter headings compiled. The document was then produced as a draft. The draft sets out important information for applicants to consider before starting development or applying for planning permission. It includes this information organised by specific development types.

Each development type sets out the aims and design considerations that need to be taken into account by the applicant. Images of good and bad examples are also included in the document.

This draft document then went back to officers for their comments. Comments received were largely grammatical. The document was then circulated to senior officers. The document was then worked through again making sure that the advice was appropriate and flowed well.

Following the agreement of the document internally, the document was agreed by the Cabinet Member for Planning and Sustainability and the Head of Planning and Sustainability for consultation purposes.

External consultation

The planning agents' customer panel represents a major user of our planning service. It is made up of professionals who submit planning applications to us on behalf of householders and businesses.

The panel includes architects, surveyors, planners and other specialists with a broad geographic spread across the district and an interest in the full range of planning applications made to the authority.

Agents' panel

The draft document was presented to the Agents' Panel on 8 July.

The panel meets twice a year with planning staff to discuss the planning service, identify ways in which the service can be improved and to share information.

The aims of the Agents' Panel is to:

- To represent the view of planning agents on the service provided
- To provide a view on potential changes to the service
- To assist the planning service by making suggestions and presenting ideas
- To disseminate information
- To monitor the implementation of agreed service enhancements
- To consider ways in which information can be disseminated to the wider body of planning agents

The Agents were advised that the SPD would be out for consultation soon and that any feedback should be provided to officers before this consultation started.

4. Summary of the main issues raised by stakeholders during the preparation of this draft SPD, and how those issues have been addressed in the supplementary planning document

Main issue	Council response
Need for more visuals to be added to SPD and clearer examples given	Clearer examples provided. Good and bad examples provided.
Title needs to include the word 'planning'.	This has been incorporated.
Make it clear when information is available on the website	This has been added.
Poor developments built should not set a precedent.	This has been made clear.
Avoid the use of the phrase 'building line'	This has been removed, but explained.
Front extensions should comply with the light angle guidance.	This has been added.
The 45 / 60 degree rule needs to be clearer.	Diagram added for clarity.
Include guidance on boundary treatments.	This has been added.
The document needs to be more flexible.	It has been made clear that the SPD has been designed as a guide to help steer prospective applicants.
More information is needed on annexes i.e. what would be acceptable, evidence and future control.	To be included in the document.

Main issue	Council response
More information on permitted development.	The Council have tried to not include too much information on permitted development rights as this information is available elsewhere.
Information should be included on storage of bins.	To be included in the document.