



# **Local Character and Distinctiveness Design Guide Supplementary Planning Document**

**Initial Consultation Statement**

**Prepared in accordance with Regulation 12 of the Town and  
Country Planning (Local Development) (England) Regulations  
2012**

**November 2020**

If you would like this document in a different format, Braille, large print, or audio, or in a different language, please contact the Planning Policy Team at:

[LDF@reigate-banstead.gov.uk](mailto:LDF@reigate-banstead.gov.uk); or

01737 276 178

# Contents

- Local Character and Distinctiveness Design Guide Supplementary Planning Document ..... 1
- Contents ..... 3
- 1. Introduction ..... 4
- 2. Preparing the SPD ..... 5
- 3. Next Steps ..... 9

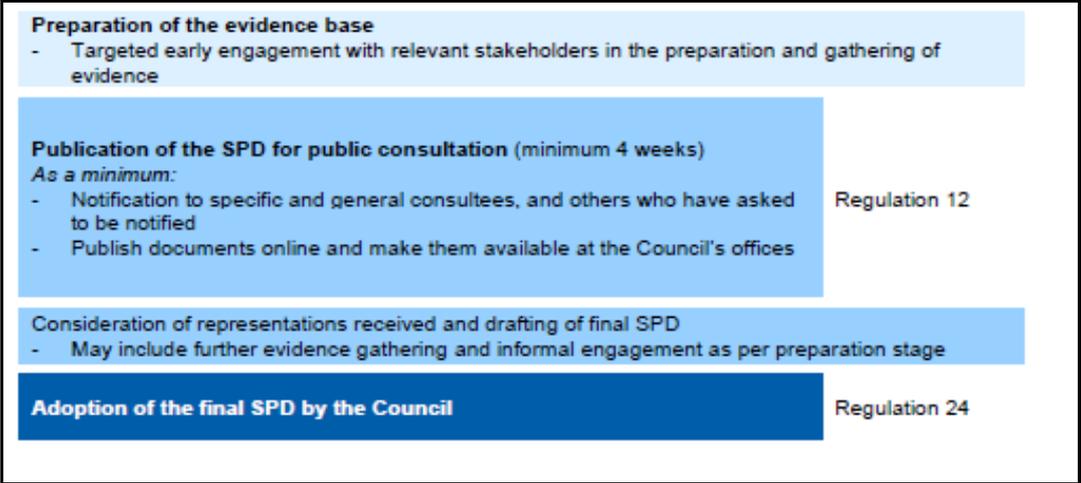
## 1. Introduction

- 1.1. Following the adoption of the Council's Development Management Plan (DMP) in September 2019, the Council has revised the 2004 "Reigate & Banstead Local Distinctiveness Design Guide" Supplementary Planning Guidance (SPG) to reflect up-to-date national and local planning policy and more recent development styles/types and trends.
  
- 1.2. This Initial Consultation Statement has been prepared to accompany the draft revised Local Character & Distinctiveness Design Guide Supplementary Planning Document (SPD) made available for public consultation. It has been prepared in accordance with Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012 and it sets out:
  - Who the Council has consulted with when preparing the SPD;
  - A summary of the main issues raised; and
  - How those issues have been addressed in the SPD.

## 2. Preparing the SPD

2.1. The draft Local Character and Distinctiveness Design Guide SPD has been prepared in accordance with the legal requirements of the Town and Country Planning (Local Planning) (England) Regulation 2012 (Local Plan Regulations)<sup>1</sup> and the requirements set out in the Council’s Statement of Community Involvement in Planning (SCI) (April 2019)<sup>2</sup>. The SCI summarises how the Council will engage its communities in its planning functions, including in the preparation of SPDs. The process is summarised in Figure 1 and 2 below.

Figure 1 – Process of preparing a SPD



Source 1 – Reigate & Banstead Statement of Community Involvement (2019)

<sup>1</sup> Available at: <https://www.legislation.gov.uk/uksi/2012/767/regulation/12/made>

<sup>2</sup> Available at: [http://www.reigate-banstead.gov.uk/download/downloads/id/5437/statement\\_of\\_community\\_involvement\\_in\\_planning.pdf](http://www.reigate-banstead.gov.uk/download/downloads/id/5437/statement_of_community_involvement_in_planning.pdf)

Figure 2 – Timeline for preparation of the SPD

Stage	Date
Early scoping and information gathering	July 2020 – August 2020
Preparation of draft SPD with relevant key individuals and organisations	August 2020 – December 2020
Consultation on draft SPD with supporting Initial Consultation Statement, Strategic Environmental Assessment and Habitats Regulations Assessment.	February 2021
Consider representations received and update draft SPD as relevant	March 2021 – June 2021
Adoption of the revised Local Character and Distinctiveness Design Guide SPD by Council's Executive and revocation of the existing Reigate & Banstead Local Distinctiveness Design Guide	June 2021
Publish SPD with final Consultation Statement and Adoption and Revocation Statement	June 2021

2.2. In preparing the draft revised Local Character and Distinctiveness Design Guide SPD, we involved and sought the views of the individuals and organisations listed in Table 1 below. Their suggestions have been incorporated into the draft revised SPD.

Table 1 – Individuals and organisations involved in preparing the draft SPD

Person/ organisation	Issues/ comments raised
<p>RBBC Senior Conservation Officer and RBBC Development Management</p>	<ul style="list-style-type: none"> <li>• Remote workshop/ meeting to discuss emerging Local Character and Distinctiveness Design Guide SPD.</li> <li>• Issues discussed include: <ul style="list-style-type: none"> <li>○ Emerging Design Process Chapter</li> <li>○ Tall buildings/ higher density schemes in areas of high accessibility</li> <li>○ Need to add additional guidance on issues such as positioning of solar panels, development in Residential Areas of Special Character (RASCs), window design, importance of green corridors and soft edges and redevelopment of farm buildings in the countryside.</li> <li>○ Overall structure of the document and in particular, the key design principles section</li> </ul> </li> </ul>

<p>RBBC Senior Conservation Officer and RBBC Development Management</p>	<ul style="list-style-type: none"> <li>• Series of emails in addition to wider workshop/ meeting above discussing: <ul style="list-style-type: none"> <li>○ Tall buildings/ higher density schemes in areas of high accessibility</li> <li>○ Relevant case studies</li> </ul> </li> <li>• Provision of comments and suggested amendments to existing Local Distinctiveness Design Guide SPG.</li> <li>• Recommendation of suitable case studies and/or recommended wording.</li> <li>• Provision of additional guidance on issues such as positioning of solar panels, development in RASCs, window design, importance of green corridors and soft edges and redevelopment of farm buildings in the countryside.</li> <li>• Provision of revised details for table of native Surrey trees in the Appendix to correct errors in the existing SPG.</li> <li>• Comments sought and provided on draft document.</li> </ul>
<p>RBBC Development Management Advisory Group (DMAG)</p>	<ul style="list-style-type: none"> <li>• Remote workshop/ meeting to discuss the emerging Local Character and Distinctiveness Design Guide SPD.</li> <li>• Issues raised include <ul style="list-style-type: none"> <li>○ Backgarden schemes – importance of good access arrangements including landscaping and integration into existing residential areas.</li> <li>○ Creating green networks/ links between developments, particularly backgarden schemes.</li> <li>○ Importance of contemporary/ innovative design</li> <li>○ Bicycle storage on new developments that is usable and convenient</li> </ul> </li> </ul>

### 3. Next Steps

- 3.1. The Council will hold a statutory public consultation on the draft SPD for a minimum of four weeks, when we will invite comments by emailing and writing to all interested parties<sup>3</sup>, and we will make the documents available on our website and subject to Covid restrictions in paper format in the main Town Hall and at the six libraries in the borough. The consultation is currently timetabled for February 2021.
- 3.2. Following the formal consultation stage, the draft SPD will be amended to take account of consultation responses received and any further relevant information. This Consultation Statement will also be updated with a list of who we consulted, a summary of the comments received, and how those comments have been addressed in finalising the SPD. Following its adoption, the SPD will be a material consideration used in determining planning applications and appeals.
- 3.3. On adoption of this SPD, which is currently proposed for June 2021, the Council's existing 2004 "Reigate & Banstead Local Distinctiveness Design Guide" SPG will be revoked.

---

<sup>3</sup> Specific and general consultees, prescribed bodies for the Duty to Co-operate and other individuals and organisations registered on the Planning Policy database for such purpose