

Planning consultations

This note sets out the background to consultations undertaken as part of the planning process.

Nationally, the statutory requirements to consult a variety of organisations on different types of planning applications are set out in the [Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#). Members may find the further explanation of the consultation process and detailed guidance on implementation given in the [National Planning Practice Guidance](#) useful.

Different methods of consultation include press notices, notices displayed on or close to the site and individual letters sent to neighbouring properties. The Council has a statutory requirement to consult certain organisations on specific matters, such as Highways England on proposals affecting a trunk road. Other consultations cover those with a more general interest, such as adjoining properties.

Locally, in 2010, the then Development Control Committee agreed revised publicity procedures for Crawley. These are set out in the attached report and detail the method of consultation to be undertaken by the Council for different application types. The local procedure ensures that the Borough Council complies with the various legislative requirements.

With specific regard to applications at Gatwick Airport, a Memorandum of Understanding has been agreed with eight adjoining planning authorities. This detailed document covers a wide range of planning matters affecting the airport. As a result of the Joint Area Action Plan prepared in relation to the development at Kilwood Vale and the joint working that stemmed from it, Horsham District consult Crawley on all significant applications relating to this site.

There have been recent discussions locally focussing on neighbouring planning authority consultations. The 2015 Order requires us to consult where development is *“likely to affect land in”* an adjoining district. Whilst open to some interpretation, by way of example, planning officers would generally expect to consult/be consulted on major developments, schemes with significant transport implications, noise generating/polluting schemes or proposals that could involve overlooking, loss of light or other amenity issues affecting adjoining properties immediately over the boundary.

Recently, Crawley Borough Council has been consulted by Horsham District Council on Kilwood Vale applications and, in turn, we have consulted Mid Sussex District Council on Forge Wood applications. These would tend to be the large scale, strategic applications for those developments, rather than ones dealing with detailed house designs.

Other recent examples of cross boundary consultation include an endurance event attracting hundreds of members of the public and a waste transfer station (both for traffic generation reasons), an application for a workshop south of Pease Pottage services (proximity to the A23 junction and traffic) and a greyhound sanctuary (site in Reigate and Banstead, but with sole vehicular access through Crawley).

Consultations received by the Council from adjoining local planning authorities are included on the weekly list of new applications. Officers have delegated powers to respond to such consultations as any comments must be submitted within 21 days. If Members have specific concerns about particular schemes on which the Council has been consulted, they should contact the case officer.

Some cases are subject to Member call in, such as the site at Pease Pottage, and can be considered by the Planning Committee if time permits.

Finally, it should be emphasised that a formal consultation letter is not required in order to comment. An interested party can comment on any planning application in order to raise material planning considerations.