



Site Allocations Development Plan Document Main Modifications

Guidance Notes for making representations on the proposed Main Modifications to the Submission Draft Site Allocations Development Plan Document

This guidance note has been prepared to assist anyone who wishes to make a formal representation to the Main Modifications (MM) to the Submission Draft Site Allocations Development Plan Document (DPD).

At the Inspector's request, the District Council is inviting comments (also known as representations) on the proposed MM to the Submission Draft Site Allocations DPD, which supports the strategic framework for development in Mid Sussex until 2031. This is the final representation stage for the Site Allocations DPD before its adoption by the Council.

How long do I have to respond?

The MM Submission Draft Site Allocations DPD is subject to an 8-week consultation period between the 29 November and 23:59 on the 24 January 2022.

How do I respond to the consultation?

The online form has been prepared following the guidelines and standard model form provided by the Planning Inspectorate. To enable the consultation responses to be processed efficiently, it would be helpful to submit a response using the online form, however, it is not necessary to do so. Consultation responses can also be submitted by post and by e-mail (details on form).

Who will deal with my comments?

Your comments will be considered by the Council's appointed Inspector Mr Mike Fox (Hons) DIPTP MRTPI as an independent planning inspector, before deciding whether the Plan can be adopted by the Council. The purpose of the Examination is to determine whether the Site Allocations DPD is 'legally compliant' and 'sound'.

The District Council will summarise the main issues from the consultation for the Inspector. The Inspector will also receive copies of the representations submitted.

What can I make comments on and what information do I need to include?

Please note this consultation does not repeat the consultations already carried out on the Sites Allocations DPD. Comments are only invited on the Main Modifications proposed by the Inspector, which are shown as 'track changes' in the Main Modifications version of the Site Allocations DPD.

In accordance with the Procedural Guide for Local Plan Examinations¹ Comments can only be submitted on the proposed Main Modifications, the Schedule of Policies Map Modifications, or the accompanying Sustainability Appraisal Addendum and Habitats Regulations Assessment (HRA) Addendum.

N.B. this consultation is not an opportunity to raise matters which either were, or could have been included in earlier representations, or at the examination hearings; representations should not be repeating what has previously been submitted to the Inspector.

¹ <https://www.gov.uk/government/publications/examining-local-plans-procedural-practice/procedure-guide-for-local-plan-examinations>

You can support or object to the Main Modifications to the Submission Draft Site Allocations DPD, by answering yes or no to questions 4a and 4.

Representations need to include all the evidence and supporting information you think is necessary to justify your representation as there will not normally be another opportunity to make further comments.

If you wish to make a representation seeking a change to all or part of the Plan you should make clear in what way all or part of the Plan is not sound having regard to the legal requirements and the four soundness tests. You should support your representation with evidence showing why and how the Plan should be changed.

How do I know which part of the form to fill in?

Part A of the form – Information about you

Please ensure that you complete this section as it is not possible for representations to be considered anonymously by the appointed Inspector. Representations are not confidential, and they will be made publicly available, although addresses, signatures and email addresses of representations from individuals will be removed. You only need to complete this part of the form once.

Where there are groups who share a common view on how they wish to see the Plan changed, it would be very helpful for those groups to send in a single representation, rather than a large number of identical representations. If you are responding as a group, please tell us who you are representing and how the representation has been authorised.

Part B of the form – Your Comments

Your representations must address the proposed MMs and should focus upon legal compliance and soundness, in particular whether the proposed MMs of the Site Allocations DPD make the Plan sound.

If you wish to make multiple comments relating to different proposed MMs, you will need to submit a Consultation Form for each comment. Please ensure the form clearly states which proposed MM you are commenting on (using the 'MMx' reference within the first column of the Schedule of Proposed Main Modifications). If your comments also relate to supporting documents or the evidence base this should be made clear.

For further information on the plan making process and tests of soundness please see the [National Planning Policy Framework](#) (paragraph 15 - 34 general background and paragraph 35 tests of soundness).

The deadline for making representations is 23:59 on Monday 24 January 2022.

NO LATE REPRESENTATIONS WILL BE ACCEPTED.