



Cannock Chase District Council Draft Local Design Guide Supplementary Planning Document Response Form

This forms has two parts

- **Part A** is for your personal details
- **Part B** is your response to the Draft Local Design Guide

How to respond:

Please fill in the response form for each part you wish to comment on. If you wish to comment on various sections, then please reference this within **Part B Section 1**. This will enable us to process your comments efficiently and effectively.

Respond by returning forms by:

Email: planningpolicy@cannockchasedc.gov.uk

Forms can also be returning to Planning Policy, Cannock Chase Council, Civic Centre, PO BOX 28, Beecroft Road, Cannock, Staffordshire, WS11 1BG.

The deadline for response is 5:00pm on Tuesday 26th May 2026.

All representations will be made publicly available and must be received by 5:00pm on Tuesday 26th May 2026, otherwise your comments may not be taken into consideration.

The documents along with further details of the consultation can be viewed on our website [Planning Policy News | Cannock Chase District Council](#). Alternatively, hard copies of the proposed Local Design Guide can be viewed at:

- Cannock Chase Council principal offices at the Civic Centre
- Public Libraries at Cannock, Rugeley, Hednesford, Breerton, Norton Canes and Heath Hayes.

Part A: Personal Details

	1. Personal Details*	2. Agent's Details (if applicable)
Title		
First Name		
Last Name		
Post Town		
Organisation (where relevant)		
Address Line 1		
Address Line 2		
Address Line 3		
Post Code		
Telephone Number		
E-mail Address		

Please Note: that representations must be attributable to named individuals or organisations. "In confidence" or anonymous representations will not be accepted. All representations will be available for public inspection and cannot be treated as confidential. We will however redact signatures, homes/email addresses, and telephone contact details from any information that is published.

3. If you are not already on our consultation database and you respond your details will automatically be added to the database.

<p>If you do not wish to be added or would like your details to be removed, then please select the following box.</p> <p><i>Please note: Your personal data will be held securely and processed in line with our privacy notice www.cannockchasedc.gov.uk/privacynotices. Contact will be limited to information regarding planning policy and your data will not be shared. You may unsubscribe at any time by email or writing to us using the details on this form.</i></p>	
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4. Please sign and date this form

Signature (please type for an electronic response)	Date

Part B: Response Form

Please complete a separate **Part B Response Form** (this part) for each representation that you would like to make. One **Part A Representation Form** must be enclosed with your **Part B Representation Form(s)**.

1. Please indicate to which part of the draft Local Design Guide your response relates:

Page Number:		Section:		Principle:		Paragraph:	
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2. Please provide your comments:

(Please continue on a separate sheet if necessary)

Data Protection

The information on this form will be processed in accordance with the Data Protection rules and used for the purposes of preparing the Design Guide, the Council's privacy notice can be viewed on www.cannock-chasedc.gov.uk/privacynotices. However, please be aware that copies of responses will be made available for public inspection and to third parties and cannot be treated as confidential. Personal information such as telephone numbers, emails or private addresses will not be published. By submitting a response, you confirm that you agree to this and accept responsibility for your comments.