



Planning Department
Mid Sussex District Council
Oaklands, Oaklands Road
Haywards Heath
West Sussex RH16 1SS

RE: Discharge of Condition – DM/23/0504 (Noise Management Plan)

Site: Crawley Down Garage, Snow Hill, Crawley Down, West Sussex

Dear Sir/Madam,

We write in relation to Condition 5 of planning permission reference DM/23/0504, which requires the submission of a Noise Management Plan (NMP) within three months of the permission being granted.

Please find enclosed our formal NMP document, which outlines the operational procedures and mitigation measures in place to manage noise arising from vehicle alarms at the site. The plan has been developed to balance the operational needs of a vehicle storage and collection business with the protection of residential amenity, in accordance with Policies DP26 and DP29 of the Mid Sussex District Plan.

Key measures include:

- Vehicles remaining unlocked during daytime hours to minimise alarm triggers.
- Designated unloading zone positioned away from residential boundaries
- Locked vehicles overnight with a contracted 24/7 security response service.
- Incident logging and monthly reviews to monitor and adjust mitigation.
- Resident liaison contact for feedback and concerns.

We trust the enclosed plan satisfies the requirements of the condition and respectfully request that the condition be discharged. Should you require any further information or clarification, please do not hesitate to contact us.

Best Regards,

Theo Da Costa
Estates Surveyor
BCA



Noise Management Plan – BCA Crawley Down Garage, Snow Hill

Site Address: Crawley Down Garage, Snow Hill, Crawley Down, West Sussex

Planning Reference: DM/23/0504

Prepared by: BCA Estates Team

Date:

Purpose and Scope

This Noise Management Plan (NMP) outlines measures to manage and mitigate noise arising from vehicle alarms at the site, in compliance with Condition DM/23/0504. The plan aims to protect residential amenity while maintaining essential site security and operational integrity.

Site Operations Overview

Use: Vehicle storage and collection

Operating Hours: *Operating Hours: 07:00am–19:00pm (Monday–Saturday), no operations on Sundays or Public/Bank Holidays*

Security Measures: Vehicles are locked overnight for theft prevention; alarms are factory-set and cannot be disabled without compromising vehicle integrity.

Noise Sources Identified

Source	Description	Frequency
Vehicle Alarms	Triggered by vibrations, tampering, software issues, natural elements	Infrequent, random
Vehicle Movements	Staff and customer access	Hours of operation
Road Traffic	Adjacent public highway	Continuous

Mitigation Measures

Daytime Operations (07:00–19:00)

- Vehicles will remain unlocked during operational hours to reduce alarm triggers.
- Staff instructed to handle vehicles gently to avoid accidental alarm activation.
- Signage installed to discourage tampering and inform of monitored premises.
- Transporters will slow down when entering the site, and drivers to be instructed to operate deck mechanisms slowly and smoothly to reduce mechanical noise and limit vibrations which could set off alarms

Night-time Monitoring (19:00–07:00)

- Vehicles will be locked for security.
- A 24/7 security patrol service is contracted to respond to any alarm activations.
- While the security company cannot silence alarms directly, they will act as a middleman, residents may contact them, and they will escalate to the designated site contact immediately.
- Security team will silence alarms promptly and log incidents for review.

Monitoring and Response Protocol

- Incident Log: All alarm activations will be recorded with time, duration, and response.
- Monthly Review: Logs will be reviewed to identify patterns and adjust mitigation.
- Resident Liaison: A contact email will be provided for residents to report concerns.
Email; Edward.Bennett@bca.com
Tel; [07776 589844](tel:07776589844)

Communication and Review

- This NMP will be submitted to Mid Sussex District Council for approval.
- It will be reviewed annually or upon request by the LPA.
- Any changes to operations or mitigation will be updated and resubmitted.

Statement of Compliance

This plan is designed to comply with:

- Policy DP26: Ensuring development respects local character and amenity.
- Policy DP29: Minimising noise pollution and protecting residential environments.

BCA is committed to operating responsibly and maintaining positive relationships with the local community. This Noise Management Plan demonstrates our proactive approach to managing noise associated with vehicle alarms, balancing operational security with residential amenity.

We believe the measures outlined provide a reasonable and proportionate solution to the concerns raised. We welcome feedback from the Local Planning Authority and residents and remain open to refining our approach as needed.