



Mid Sussex District Council have produced the following guidance for commenting on planning applications. This guidance is taken from the Neighbour Notification of Planning Application form:

## **ADVICE ON COMMENTING ON PROPOSALS**

### **Finding out about the Application**

Try and view the submitted plans and forms before you contact the Council. Either view the plans online by visiting [www.midsussex.gov.uk/planningregister](http://www.midsussex.gov.uk/planningregister), or at our offices in the Planning Reception. Your local town or parish council will also consider the application. Most have regular planning committee meetings and, if so, you may be entitled to go along to hear what is being said. It may also be possible for you to speak at the meeting and the clerk, I am sure, will be happy to advise. After the meeting, the planning committee will submit its recommendations to us for consideration alongside other submissions from interested parties. If you don't understand any part of the proposal, please telephone the Case Officer (name and telephone number overleaf) to make an appointment.

### **What to Comment on**

All comments we receive about a planning application will be considered, but only planning issues can be taken into account. These might include:

- The effect of the proposed development on the appearance of the area;
- The quality of the design;
- Significant overbearing impact and loss of outlook;
- The economic benefits of the proposal
- Highway safety issues
- Loss of important trees
- Intrusion into the countryside
- Significantly increased noise and disturbance.

These do not include:

- Loss of view
- Loss of property value
- Loss of trade to a competitor
- Boundary and other disputes between neighbours
- Moral, religious issues

### **How to Comment on the Application**

- Online Planning Register [www.midsussex.gov.uk/planningregister](http://www.midsussex.gov.uk/planningregister). Your email address will automatically be removed from the information that is published on the website.
- By email to: [planninginfo@midsussex.gov.uk](mailto:planninginfo@midsussex.gov.uk)
- By letter to the address overleaf Please ensure that your comments include the application reference number and your name and address.

### **Decision**

About 95% of all applications are decided upon by the Council's planning officers. However, if the proposal is particularly large or very controversial it will usually be referred to a planning committee formed of elected District Council members for a decision. The case officer, whose details are set out at the top of the letter will be able to explain the Council's decision making process to you.

If the application is to be determined by the planning committee and you have made representations you will receive written notification prior to the meeting of the date, time and venue for the meeting. Objectors and other interested parties can address the planning committee. The number of speakers is limited to a maximum of two supporters and two objectors. Each speaker is strictly limited to two minutes.