



Chailey Parish Council

GUIDANCE ON RESPONDING TO PLANNING APPLICATIONS

This note has been prepared in order to inform residents of the role played by the Parish Council in relation to planning applications and to give limited guidance on some of the issues which residents may wish to take into account when considering an application.

The role of the Parish Council

The Parish Council is a statutory consultee on all planning applications within the Parish. This means that the Parish Council must be consulted by the planning authority (Lewes District Council) before a decision is made. The Parish Council is asked by the District Council for its opinion on every planning application within Chailey Parish. The Parish Council's Planning & Environs Committee meets every month except August, usually on the first Tuesday, to review all such applications received. If required, urgent planning matters meetings are held on the third Tuesday of every month prior to the Full Council Meeting. The dates of and agendas for all meetings are published on the Parish Council's notice boards and on the website.

All meetings of the Parish Council Planning & Environs Committee are open to the general public. This gives members of the public an opportunity to give their views on specific planning applications and to hear the discussions and the decisions made by the Committee and the reasons for these.

Making decisions on planning applications

The responsibility for making decisions on planning applications rests with Lewes District Council. The majority of applications are determined by Planning Officers under delegated powers whilst the District Council's Development Control Committee will determine some planning applications, particularly those where there may be public interest and a large number of representations are received.

Members of the public are able, by prior arrangement and agreement with Lewes District Council, to speak for or against an application. Development Control Committee meetings are held at Lewes District Council on a regular basis and are advertised on the District Council's website: www.lewes.gov.uk. (click on 'Planning & Development Control' tab).

What you should do if you wish to comment on a planning application

Your comments should always be sent to the District Council which, as the Local Planning Authority, will make the final decision. However, the Parish Council is always keen to hear residents' views and to take these into account when considering planning applications. In order to ensure that your views come to the attention of the Parish Council, please send your comments (a copy of what you send to the District Council will suffice) to the Clerk at the Parish Office. If possible, please email your comments to: chaileypc@btconnect.com.

Guidance on making comments is available on the District Council's planning website. However, the following should be noted:

- Comments can only be made in writing to the District Council, not verbally;
- There is always a deadline date by which comments should be submitted;
- Objections can only be considered on 'material planning grounds' (see below);
- Whilst views of local residents are always considered by the District Council, local opposition or support is not on its own a reason for refusing or granting permission;
- Planning officers use a series of local and national policies e.g. the Local Plan, Neighbourhood Plans, to try and maintain a consistent approach to development. Policies are referred to in the Decision Notice and Officer Report; and
- The local planning authority must also consider other Government policies issued in technical documents and ministerial statements. Previous court decisions and appeals must also be considered and taken into account.

Material planning grounds

Set out below is a non-exhaustive list of the material planning grounds that the District Council can consider when determining applications:

Traffic and highways

- Parking and servicing in relation to traffic flow for deliveries;
- Access and highway safety, including access for emergency vehicles. Also whether new roads, accesses and parking will be safe for road users and pedestrians;
- Traffic generation: increased traffic movements arising from the proposed development; and
- Whether new public buildings have satisfactory access for disabled persons.

Overlooking and similar

- Overlooking and loss of privacy; and
- Overshadowing and loss of daylight/sunlight.

Design and appearance

- Whether the appearance and size of a new building/extension is in keeping with its neighbours and the surrounding area;
- Any visual impact; and
- The layout and density of buildings (over-development).

Noise and nuisance

- Whether there will be any noise and/or nuisance and disturbance from the scheme; and
- The risk of increased crime.

Other matters

- Any loss of trees and hedgerows;
- Any loss of ecological habitat;
- Flood risk;
- Whether a public footpath is affected;
- Any impact on a Listed Building or Conservation Area;
- Any loss of public visual amenity (not the same as loss of a private individual's view);
- Whether the proposal conflicts with the District Council's planning policies; and
- Planning history/related decisions.

The following is a non-exhaustive list of issues that cannot normally be considered:

- Loss of view;
- Reduction of property value;
- Land ownership e.g. boundary and other disputes between neighbours, private rights of way/ covenants;
- Age, health, status, background and work patterns of those objecting or supporting;
- Disruption during the building phase and time taken to carry out the work;
- Damage to property;
- Loss of trade from individual competing businesses;
- The applicant's personal conduct, history, motives and potential profit for the applicant arising from the application;
- Capacity of private drains/sewers; and
- "Better" site or "better" use.