Advice on how to make a comment

Once you have viewed an application, you can submit comments online by registering an account with the Public Access system and clicking on the 'make comment' button. Your details and comments will be available for public viewing on the Public Access site. Do not include your signature, phone number or any other information that should not appear on the internet. If you make comments that are potentially defamatory or breach equality laws or other legal obligations, they may be considered irrelevant to the application. We also reserve the right to edit them. If your comment is particularly lengthy our advice is to write your comment outside of the Public System and paste into the comments box when you are ready to submit to avoid the possibility of losing your comments due to the session ending automatically. We can only take certain issues into account.

They include whether:

- a proposed use is suitable for the area
- the appearance and size of a new building is in keeping with its neighbours and the surrounding area
- external alterations to an existing building are in character
- adjoining residents will suffer any overshadowing, overlooking or loss of privacy
- there will be any increase in noise and disturbance, for example from extra traffic
- new roadways and accesses and adequate parking will be safe for road users and pedestrians
- in the case of an application for an advertisement, the proposed sign is too large or unsightly
- a public footpath is affected
- there is any visual affect upon the landscape, for example loss of trees and hedgerows
- the proposal conflicts with our planning policies

They do not include:

- loss of view
- boundary and other disputes between neighbours, for example private rights of way or covenants
- loss of trade from individual competing businesses
- loss of property value

Your comment will not appear on Public Access immediately. It can take up to five working days to process.