

Development Management Committee Meetings

Further Information

Committee Services Officers:

Telephone: 01508 533685

South Norfolk Council Help Desk:

Telephone: 01508 533633

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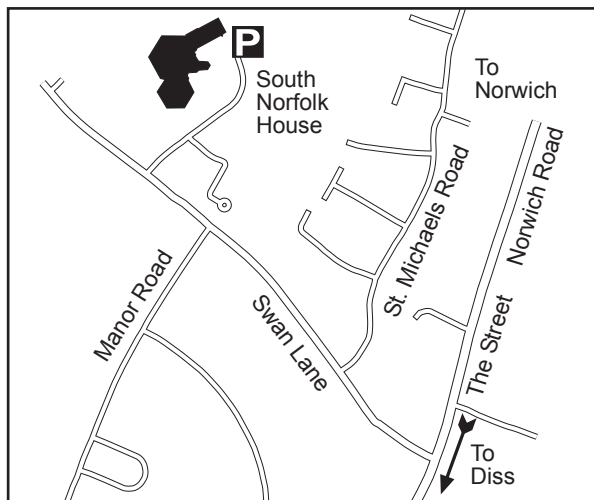
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Long Stratton, Norwich NR15 2XE

South Norfolk House, Long Stratton



Have your say on planning applications

You have the right to speak at the Council's planning meetings.

Who can speak at the meeting?

Anybody who wishes to object to, or support, an application which is to be decided at a Development Management Committee (DMC). Public speaking is not allowed during consideration of enforcement matters.

How can I find out when an application will be considered?

Telephone the case officer at the end of the consultation period to check if and when the application is likely to be considered by the committee. The case officer handling the application is identified in the letter we have sent to you.

The date and times of the meetings can be found on the Committees page of the website.

Always ring a few days before a DMC date to check if the application you are interested in is to be considered. (Some applications are withdrawn, others may be included on the agenda even though the period of 'publicity' has not expired, many are decided by the council's planning officers without bringing them to committee).

Do I need to attend the meeting to make my comments known to the committee?

No – if the planning officer's recommendation is the same as your view, you may decide that there is no need to attend the meeting and speak. Where your views differ from the officer recommendation and we have received your written comments, they will be reported to the committee before a decision is taken.

However, the officer recommendation is not always agreed by the committee so it could be worthwhile coming to the meeting to speak even if you agree with what the officer is saying.

How do I arrange to speak at the meeting?

Simply attend the meeting and raise your hand immediately the application you are interested in is announced by the chairman of the meeting. You will be asked to give your name and if you wish to speak in favour or against the officer recommendation.

When and for how long can I speak?

Applications will usually be considered in the order in which they appear on the agenda. It is not possible to tell you when a particular application will be heard as the time taken to consider applications varies. As a result you should be prepared to attend the meeting for at least 2 – 2½ hours. Each application will be presented in the following way:

Initial comments by the planning officer followed by representations from:

The town or parish council

up to 5 minutes for member(s) or clerk.

Objector(s)

any number of speakers up to 5 minutes in total.

The applicant, or agent and any supporter(s)

any number of speakers up to 5 minutes in total.

The chairman of the meeting has discretion to increase the time allowed in cases of exceptional public interest.

Any member or officer may ask questions of each speaker – confined to points of clarification or relevant planning considerations to make sure the meeting has properly understood the points being made. Speakers will not be allowed to question other speakers.

You may find it helpful to get together with other objectors or supporters to present your views or choose a spokesperson. This will ensure that all your views can be heard in the time available. The chairman will ask you to stop speaking if you exceed the time allowed.

What can I say at the meeting?

Please try to be brief and to the point. Limit your views to the planning application and relevant planning issues, for example:

Planning policy, (conflict with policies in the Local Plan/Structure Plan, government guidance and planning case law), including previous decisions of the Council, etc.

Design, appearance and layout, possible loss of light or overshadowing, noise disturbance and smell nuisance.

Impact on residential and visual amenity, highway safety and traffic issues.

Impact on trees/conservation area/listed buildings/environmental or nature conservation issues.

Presenting information to members such as maps or photographs to illustrate my point?

Please try to rely upon the plans and photographs on the public file which will be displayed at the meeting by the planning officer. You will have to provide a copy of any additional information used for the planning file.

While every effort will be made to bring to the attention of members any information received, which is material to a planning application, any submissions received after noon on the day before the meeting cannot be guaranteed to be brought to the attention of members of DMC and we strongly advise that any late information be brought to the attention of officers before then.

Will a decision be made at the meeting?

Most applications will be determined at the committee. Occasionally, members may defer a decision to the next meeting to allow time to get further information, to carry out negotiations or to visit the site.