

Making Public Comments on Planning Applications

Blaby District Council has adopted the following procedure and detailed rules to enable applicants, objectors, supporters and Town/Parish Councils to speak on planning applications brought forward to the Development Control Committee for determination:-

Speaking to the Committee

It is important to appreciate that any written comments received on planning applications are copied to the Members of the Development Control Committee in advance of the meeting and the Council would continue to urge you to use this method to make your views known to the Council. However, if you still also wish to appear in person to address the meeting of the Development Control Committee on a planning application, then you are able to do so using the following rules:-

1. There has to be five or more letters of objection or of support or, a petition of at least 30 signatures objecting to or, supporting an application, before a representative will be allowed to address the meeting.
2. A written request must be received by the Planning Department not later than 48 hours before the meeting (i.e. by 4.30pm. two days prior to the meeting) appointing a representative to speak on behalf of the objectors/supporters. In this connection, an objector/supporter or organiser of the petition (first signature on petition if the originator of the petition is not identified) will be requested by the

Planning Department to contact other objectors/supporters who have also expressed a wish to address the meeting to choose a person to speak for all objectors and, if relevant, a person to speak for all supporters.

It should be noted that when a group of objectors/supporters cannot decide on someone to speak, the author of the first letter received will be offered the opportunity to speak in the first instance.

3. The applicant or agent and Town/Parish Council will be notified in advance by the Planning Department of the request by an objector/supporter to speak at the meeting and they will also be given the opportunity to speak.

4. In speaking to the Development Control Committee, any comments you make must relate to the relevant planning issues such as :-

Relevant planning policies;
Layout and density of buildings;
Overshadowing, overlooking and loss of privacy;
Appearance and character of development;
Traffic generation, highway safety, parking provisions;
Noise disturbance or other loss of amenity.

Your right to speak at the Development Control Committee is also governed by the following restriction, because there is a statutory duty to determine planning applications within 8 weeks of their registration this procedure must

not cause any delay to the processing of planning applications.

5. Your oral presentation will be restricted to within the 3 minutes allowed.
6. This is not an opportunity for any party to turn the procedure into a hearing by entering into discussion or a question and answer session.
7. Once you have made your 3 minutes presentation there will be no further opportunity to address the Development Control Committee at that meeting. However, you may be allowed to speak again if consideration of the application is deferred to a future meeting, subject to the Chairman's discretion to refuse a request to speak if the opportunity to do so was abused when first exercised.
8. You will not be permitted to address the Committee on irrelevant planning issues such as:-
Boundary disputes, covenants or other property rights;
Personal remarks eg applicants motives
Reduction in property values;
Loss of private views over land;
Matters dealt with under other statutes eg Licensing.
9. Only letters or signatures from different households will be accepted towards the qualifying number referred to in (1) above.
10. Applications will not be deferred because of the absence of the applicant, a member of the public, or Town/Parish Council representative, to make an oral presentation to the Development Control Committee.

11. The Committee will not accept any written submission or other evidence brought forward by speakers at the meeting. Any such material must be sent to the Planning Department preferably well in advance of the meeting but in any event not later than the morning on the day of the meeting.
12. The above procedure will not apply in cases where an officer's report to the Development Control Committee on a planning application is marked 'Not for Publication' and is exempt as defined by the relevant paragraph of Part 1 of Schedule 12A of the Local Government Act 1972.

Attendance at the Meeting

1. The meetings of the Development Control Committee normally are held every 4 weeks on a Thursday commencing at 4.30pm.
2. The meetings are held in the Chamber, Council Offices, Narborough and the public agenda containing the planning application report is published on the Friday before the date of the meeting and can be inspected at the Council Offices, Narborough.
3. Members of the public are requested to arrive a little earlier and then take a seat in the area reserved in the Council Chamber for the public.
4. The Head of Planning & Development Services report on planning applications is normally

the first main item on the agenda to be dealt with at Development Control Committee meetings.

5. The Chairman will announce the Planning Applications. The officer of the Planning Division will make any introductory comments.
6. Speakers will be allowed to address the Development Control Committee for a maximum of 3 minutes each, starting with the objector(s), supporter(s) followed by the Parish Council representative and the applicant or his Agent if either have indicated they wish to speak. Once the oral representations have been made there will be no further opportunity to speak at the meeting.
7. If the Local Ward Member(s) is/are present at the Development Control Committee and not serving as a Member(s) of that Committee, he/she will be allowed to speak to the Committee but cannot vote on the application.
8. The Development Control Committee will then consider the application and reach a decision.

WHO TO CONTACT

The Planning Department

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BLABY DISTRICT COUNCIL

The Rights of the Public to

Address the

Development Control Committee

Concerning

Planning Applications