

The Owner/Occupier

Dear Sir/Madam,

PLANNING APPLICATION – NEIGHBOUR NOTIFICATION

The Council has received a planning application near to your property and under the Town and Country Planning (Development Management Procedure) (England) Order 2015, we have a duty to inform you of the plans and give you an opportunity to comment on the proposal.

Application Reference	
Proposal:	
Site Location:	
Deadline for Comments:	

Where can I view the plans and documents?

All documentation submitted with an application will be available on the Council's website <https://publicaccess.solihull.gov.uk>. You can use the reference number PL/2018/00235/PPFL to search for the above application, the website also has a facility for you to measure the plans on screen. You can also view the information electronically at one of the following locations:

- Solihull Connect, The Core, Library Square, B91 3RG.
- Solihull Connect, The Bluebell Centre, West Mall, Chelmsley Wood, B37 5TN.
- Solihull Connect, Shirley Library, 22 Parkgate, Stratford Road, Shirley, B90 3GG
- Access to the internet may be made at any Solihull Library with a valid library card

How can I make a comment?

We encourage all comments to be made through our website <http://publicaccess.solihull.gov.uk> by clicking on the comments section while viewing the application. This will ensure the comments are received directly by the Case Officer as soon as the comment is made. Alternatively, you can email your representation to planning@solihull.gov.uk, please make sure you include the reference number in the subject line. Comments can also be made in writing to the address above.

We only have a limited time to determine an application and the time for this is set by the General Development Management Procedure Order. Comments should to be returned by **19.02.2018** Thereafter the application can be determined, so we respectfully encourage you to respond by the above date so that your views can be taken into account. Solihull MBC endeavours to consider comments that are received after the formal consultation period up to the point that the decision is made.

We recognise that planning applications can often cause concern, particularly where this may bring the prospect of change. However, the things that we can or can not consider are again established in planning law and must be directly relevant to the planning application.

Consideration can be given to such matters as:

- Loss of light
- Loss of privacy
- Intensity of development
- Noise and smell
- Design and appearance
- Landscape and trees
- Highway matters such as traffic and Parking
- Impact on community facilities

Consideration can't be given to matters such as:

- Loss of property value
- Loss of a private view
- Private issues between neighbours such as covenants, land and boundary disputes;
- Associated problems while construction works are being undertaken.
- Potential damage to property
- Competition between businesses
- Structural and fire safety measures

Who can see my comments?

Your comments will not appear on the internet as a matter of course, but on request will be shared with others in order to balance openness and transparency of the decision making process. You are therefore reminded to avoid sharing sensitive personal information or data. To ensure your data protection is respected, you are advised to email your comments to the planning department through the comments section of public access <http://publicaccess.solihull.gov.uk>. You do not have to sign any letter you send, rather, printing your name and address is sufficient. Names and addresses are shared but signatures, email addresses and telephone numbers are redacted before releasing the representations. Your comments may also be forwarded to the Planning Inspectorate if the application becomes subject of an appeal.

Anonymous submissions will not be given any weight in determining applications. Any representations which in the Councils opinion contain comments of an offensive or discriminatory nature may be returned to the sender and will not be considered when determining the planning application.

What happens next?

Please note that we do not engage in correspondence with third parties, however be assured all representations will be taken into account during the decision making process. You can track the

progress of the application using our website and sign up for alerts when a decision is made or if extra information is received. If the application is to be determined at planning committee, we will write to any person who has made a comment to inform them of the date and time of when the committee will be held.

We trust that this information is of assistance to you in considering the application made, and whether you wish to make comments to us.

Yours Sincerely
Planning Officer