

This information sheet has been produced by Weybridge Society to give members some background information about planning issues and specifically how to make objections.

Be aware of all the applications that are made in your locality.

HOW? – Elmbridge Borough Council (EBC) publishes a list of new applications every week on its website usually late on a Friday. This also includes the name and telephone number of the Case Officer dealing with the application and the closing date for **Comments**. Web address: https://emaps.elmbridge.gov.uk/ebc_planning.aspx?requesttype=parseTemplate&template=SimpleSearchTab.tmplt

[Home](#) » [Planning](#) » [Planning search](#)

Planning search



Search for applications from 1948 onwards by application number, postcode or single line of an address.

Use our [map search](#) to find planning applications by area.

Application Number		Or	Address
<input type="text"/>	<input type="button" value="Search"/>		<input type="text"/>
<small>e.g. 2018/1234</small>			<small>e.g. 10 High Street or KT10 9SD</small>

Sign up to [Planning Alerts](#) to receive notifications on all planning applications and decisions in your area.
[Building Control Applications](#)

You can search for applications in various ways as shown on the screenshot above.

- Using the application number, if known, or putting in an address
- Using an interactive map

Sign up to receive local planning alert emails.

You can get all the updates about planning applications within a certain distance of your home - <https://www.elmbridge.gov.uk/planning/search-comment-participate/planning-alerts/>

Familiarise yourself with the details of the application.

HOW? All the details of an application are given on an individual web page with a number of tabs across the top. The majority of information will be under '**Plans & Documents**'. Note also the closing date for **Comments**.

If you decide to make an objection, please note the following:

It is easiest using the 'Make a comment' facility on the web page.

WHY? – it's all done online and you will get sent a copy of your comments by return email.

Timing is important.

WHY? - Most applications are determined by the Planning Department. Larger or controversial ones are dealt with by the South Area Planning Sub-Committee. For these the Case Officer prepares a report to the Committee with a recommendation to approve or refuse. If you want your comments to be taken into account in this report your letter must reach the Planning Department by the closing date mentioned above. If you miss this date and comments reach the

Planning Department by the morning of the day of the Planning Committee meeting, your points will be verbally summarised by the Planning Officer at the meeting.

If you want the application to be considered and decided by the Area Planning Committee **at least 15** people must send in their own **individual objections** – identical comments sent by different people will not do.

Content is important.

WHY? - The Planning Department deals with very large numbers of new applications every year, and some of them are extremely complex. So it is important to make your representations clear, concise, factual and relevant. Always quote the title of the application and its application reference number (YYYY/XXXX) in your comments.

To be considered, comments should only relate to planning matters covering the follows:

The building

- design, appearance and materials
- overlooking/loss of privacy
- visual amenity
- layout and density of the building
- loss of light or overshadowing
- disabled persons' access

Natural and historic environment

- landscaping or loss of trees
- effect on conservation areas and listed buildings
- nature conservation or archaeology

Impact of the development

- adequacy of parking/loading/turning
- highway safety or traffic generation
- noise, smells and disturbance
- hazardous materials

Other considerations

- local and national policies and guidance
- previous planning decisions (including appeal decisions)

Comments which are not relevant:

- the perceived loss of property value
- private disputes between neighbours
- disputes over ownership, fences or rights of way
- the loss of a private view
- the impact or disruption caused by construction work
- restrictive covenants
- morals or personal views about the applicant

- building regulation issues including structural stability, drainage, fire precautions, hygiene and internal space
- any alleged breaches of planning control

What to do if further applications are made for the same site.

Some developers make a succession of modified applications on the same site until they obtain a permission. Do not assume that your objection will be "passed on" from one application to the next. **Examine each new application carefully** and if you still object to it **write a new objection**, repeating as necessary your earlier objections.