

APPENDIX C

DRAFT STANDARD CONSULTATION LETTER TO PARISH COUNCILS ON PLANNING APPLICATIONS

<Name, Address>

This letter (with no plans attached) has been emailed to the Parish Council prior to sending out in the post, and for information to Ward Members. Details, plans and documents relating to the application below can be viewed by the following link <planningwebpage address>. Please use, whenever possible, the online form for your Council's response.

Date: <current date>

Dear Sir/Madam,

Proposal:
Application Ref:
Location:
Applicant:

Attached is a copy of the above application for your consideration.

We welcome any comments your Parish Council wishes to make, but ask that they are made using the online web form available, or on the form below and returned to the above address **no later than 21 days from the date of this letter**. After the expiry of this period, the District Council may determine the application without receipt of your comments.

Should you wish to request that the application be considered by the District Council's Planning Committee, please state the material considerations and planning reasons. Examples can be found on the District Council's web pages at <link>. The Chairman of the District Council Planning Committee has undertaken to respond to all reasonable requests.

The Parish Council:- (Please delete appropriately)

Supports	Objects	Has No Objections
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The Parish Council *does/does not** request that the application be referred to the District Council Planning Committee *(please delete)

Comments and planning reasons:

Signed.....Date.....
Clerk to the Parish Council or Chairman of the Parish Meeting