

How to comment on a planning application

To comment on an application via the Public Access system, you must first have registered to do so. (See 'How to Register with Public Access'.)

Go to Simple Search http://publicaccess.mendip.gov.uk/online-applications/

Click on the Login Button and log into the system.

If you know the application number or the first line of the application site address, Click on the search dropdown and pick Simple Search.

In the 'Enter a **keyword**, **reference number**, **postcode** or **single line of an address'** Box enter the application number or first line of the address and click 'search'.

On the next screen that appears click on the 'Make a comment' button.

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Details	Comments (0)	Constraints (1)	Related Cases (2)	Мар	Documents (5)	
Summary	Further Inform	ation Contacts	Important Dates			

The next screen gives you a brief summary of the application you are commenting on and will invite you to make your comments.

All of your details will automatically populate into the personal details area. These are not all available to view on-line – your address and email address are not viewable to others using the service.

Please pick your commenter Type and your stance as these are mandatory. (The 'Reason for Comment' is not a mandatory field.)

Then, in the box at the bottom of the screen enter your comments. (Please note; 1) these are restricted to 4000 characters. 2) If comments aren't completed within 30mins the system may timeout. It's advisable to compile your comments in a word document before copying and pasting to public access.) & Submit

Application Reference:	2015/2828/LBC
Address:	Charlton House Hotel Charlton Road Shepton Mallet Somerset BA4 4PR
Proposal:	Propsed conversion of an existing storage building to an enclosed fitness studio and construction of a new covered linkway.
Case Officer:	Mr James U'Dell
Are your personal details cor	rect? Click to update my personal details.
Your Title: *	Miss
Your First Name: *	Test
Your Surname: *	Registration
Your Address: *	Mendip District Council Offices, Cannards Grave Road, 5
Your Tel. No.	0300 303 8588
Your Email Address: *	betechnical@mendip.gov.uk
Commenter Type: *	Select
Stance: *	O Object O Support O Neutral
Reason for comment:	Noise
	Residential Amenity
	Traffic or Highways
Your Comment: 3988 characters left	Test Comment
5900 characters leit	
	*
	☑ Send me an email confirming my comments

You will receive a confirmation on the screen, and if you requested an email confirming your comments, that will be sent to you.

Planning » Application Comments
Well help with this page
✓ Your comments have been submitted.
- Value commonte have been excitated against this application
Your comments have been registered against this application.
 An email confirmation has been sent to betechnical@mendip.gov.uk.
E Save Search Refine Search Track Track Make a Comment Print Details Comments (0) Constraints (1) Related Cases (2) Map Documents (5)
Make a Comment Public Comments (0) Consultee Comments (0)
Total Consulted: 0 Comments Received: 0 Objections: 0 Supporting: 0
There are no comments lodged for this application.

Your comments will not immediately appear to view, as these have to be 'released' by a member of the Technical Team once checked.



Once the comment has been released it will appear on the website for others to view in the following format:

Showing your name, your stance the date of your comment and the actual comment itself.

Details Commo	ents (1) Constraints (1)	Related Cases (2)	Map Documents	(5)		
Make a Comment	Public Comments (1)	Consultee Comments (0)			
Total Consulted: 0	Comments Received: 1	Objections: 0 Supporti	ng: 0		🖵 View All Co	omment
Sort by Added	Direction Descen	ding 🗸 Results per pa	ge 10 V Go			
					Collapse All Exp	oand A

Click on Log Out to finish.

Comments will be checked before appearing online, we aim to upload within 5 working days but it may take longer during busy periods. To reduce the time it takes please submit concise comments that relate to planning matters and avoid any personal/defamatory/offensive comments or include any web links to external sources.

There are limits to the range of issues that can be taken into account when considering planning applications. The following are examples of valid planning considerations:

- Government planning policy and guidance
- Planning legislation.
- Draft planning policies.
- Adopted local (parish) level guidance
- Previous planning applications
- Design, appearance and relationship with the surrounding area.
- Living conditions such as light, privacy, noise and odour.
- Highway safety
- Biodiversity
- Impact on trees and the landscape
- Flood risk in identified areas at risk.
- Heritage assets such as listed buildings, conservation areas and archaeology
- The economy, including job creation/retention.
- Drainage and surface water run-off.

