

- Site notices - 21 days from the date of notice.
- Initial neighbour notification - 21 days from the date of the letter.
- Re-notification letters (i.e. in relation to revisions to plans, etc.) - 14 days (see section on 'Notes on Neighbour Notification').

PUBLICITY FOR PRIOR NOTIFICATIONS FOR AGRICULTURAL OR TELECOMMUNICATIONS DEVELOPMENTS & HEDGEROW REMOVAL

In cases where the Council receives applications for determination whether its Prior Approval is required (under Parts 6 and 24 of the Town and Country Planning General Permitted Development Order 1995 and Hedgerow Regulations 1997 respectively), the Council will notify the relevant Parish or Town Council. A period of up to 14 days will be allowed for comments. The Parish or Town Council will be advised of the expiry date at the time of consultation.

NOTES ON SITE NOTICES

Site notices will normally be displayed on the road frontage to a site. If a site abuts properties in adjoining roads, a notice will normally also be displayed in each road containing properties which abut the site.

NOTES ON NEIGHBOUR NOTIFICATION

- Known occupiers will initially be established by use of Ordnance Survey maps. Case Officers will subsequently seek to establish any additional occupiers when site visits are carried out and establish when additional notification may be necessary.
- Although there is no statutory requirement to re-notify neighbours when plans are amended or substituted after the initial

submission, discretionary re-notification will be undertaken, having regard to the effect of the change, any earlier representations and the significance of the change in relation to the characteristics of the originally submitted development.

- Neighbour notification will not be carried out in relation to applications for new shopfronts or advertisements.

FURTHER INFORMATION

For further information and advice please contact us. You may contact us in the following ways:-

- By visiting the Civic Centre in Pershore and speaking to one of our Customer Service Advisors.
- By visiting one of our other 'One-Stop Shops' at Droitwich or Evesham.
- By telephoning us on: 01386 565000.
- By faxing us on: 01386 561092
- By writing to us at:-
Wychavon District Council
Planning Department
Civic Centre, Queen Elizabeth Drive
Persnore, Worcs. WR10 1PT
- By contacting your Local Councillor.
- By e-mailing us at:
planning@wychavon.gov.uk
- By visiting our Web Site at:
www.wychavon.gov.uk

INTRODUCTION

This Code of Practice sets out the publicity which the Council will carry out as part of the process of dealing with applications for planning permission, Listed Building Consent, Conservation Area Consent, Approval of Reserved Matters, amendments to conditions, Hazardous Substances Consent, Certificates of Lawfulness, Advertisement Consent and works to trees subject to Tree Preservation Orders.

The Code also sets out the publicity that will be undertaken for 'Prior Notifications'.

ADVERTISING IN A LOCAL PAPER

Advertisements will be placed in the Droitwich Advertiser, the Evesham Journal and the Kidderminster Shuttle (which are published each week).

These advertisements do not include all applications made to the Council. They will include those types of application set out below which are also the subject of a statutory site notice, together with those applications where there are no known adjoining owners/occupiers.

STATUTORY SITE NOTICES

Site notices will be placed on or near sites which are the subject of applications for the following types of development:-

- Development affecting the setting of a listed building.
- Applications for Listed Building Consent.
- Applications for Conservation Area Consent.
- Applications for development which are accompanied by an Environmental Statement at submission stage.
- Applications for development which departs from the Development Plan.

- Development which affects a public right of way.
- Development affecting the character and appearance of a Conservation Area.
- Residential development of 10 or more dwellings or development on sites of 0.5 hectares or more.
- Other developments which create floorspace of 1,000 square metres or more on sites of 1 hectare or more.
- Applications for the winning and working of minerals or the use of land for mineral working deposits.
- All waste developments (meaning any development designed to be used wholly or mainly for the purposes of treating, storing, processing or disposing of refuse or waste materials).
- Developments carried out on a site having an area of 1 hectare or more.
- Applications for development where there are no known owners or occupiers adjoining the land to which the application relates.

NON-STATUTORY SITE NOTICES

In addition to the developments listed above which will have statutory site notices, the Council will post site notices in relation to developments which, in the opinion of the Head of Planning or the Development Control Manager, are likely to have a significant impact on a wide area (beyond 50 metres of the application site, by virtue of significant traffic generation, noise, disturbance or other reason).

PARISH COUNCIL CONSULTATIONS

Parish and Town Councils will be notified of all applications for development and of any amendments to current applications which, in the opinion of the Head of Planning or the Development Control Manager, are not trivial.

NEIGHBOUR NOTIFICATION

The Council will give written notification of all proposed developments to:-

- Known occupiers of properties the subject of the application, other than the applicant;
- Known occupiers of all adjacent properties sharing a common boundary to the site curtilage;
- Known occupiers of properties within 50 metres of an application site where, in the opinion of the Head of Planning or the Development Control Manager, the development is likely to have a significant impact on the area by virtue of traffic generation, noise disturbance or other reason. In rural areas a wider notification area may be considered having regard to the proximity of nearby properties.

COUNCIL'S WEB SITE

Weekly lists of all new applications received by the Council will be posted on the Council's Web Site (www.wychavon.gov.uk).

Comments on such applications can be made to the Council directly by e-mail.

TIME FOR SUBMISSION OF REPRESENTATIONS

The Council will allow Parish and Town Councils' 21 days for submission of comments in relation to initial notification of applications for development. Fourteen days will be allowed for submission of comments on alterations.

In respect of other third party comments the following periods will apply:-

- Newspaper advertisements - 21 days from the date of publication