

PLANNING GUIDE



W: FLUENT-ADS.CO.UK

T: 0800 043 8838

E: INFO@FLUENT-ADS.CO.UK

Our Approach

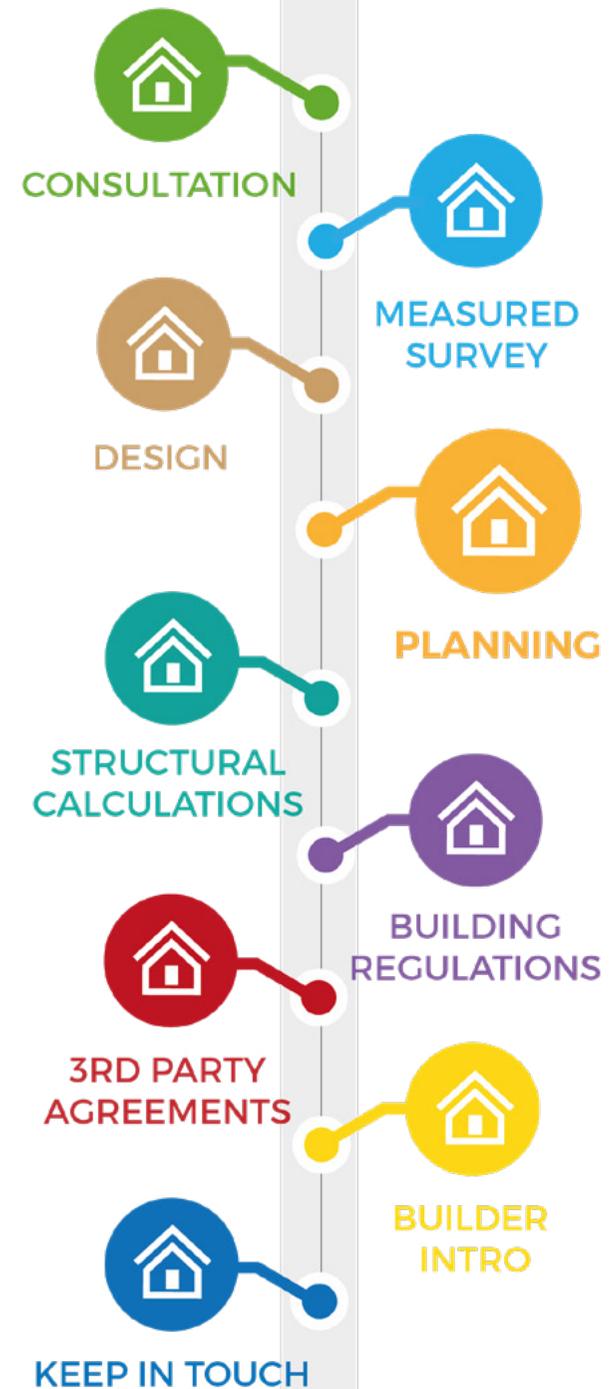
How we work with our customers

Our personal friendly service will guarantee each customer will be known by name and not by a project number.

With our experience, capabilities and access to the latest architectural Autodesk software this enables us to provide planning and building regulation drawings for a range of projects from home extensions to new build residential schemes.

We believe customer satisfaction is fundamental. Our team use a consultative approach to ensure your individual specifications are delivered whilst offering expert advice throughout the process.

Our aim is to help you create a home you can be proud of.



Our Process

Planning Application

48HRS

Submit Planning Application

Our in-house planning consultant will submit your planning application with any additional required supporting documents.

10 Days

Acknowledgement of Application

The Local Authority will register your application, assign a Planning Officer and a unique reference number. Once registered, you and the public will be able to view and track your application's progress through the Local Authority's planning page.

— Time taken from submittal date

21 Days

Publication of Application

Consultation period commences (Householder app only)

- Plans published online via LA website
- Plans sent to parish/town council
- Site notice displayed
- Neighbours notified
- Statutory consultees invited to make comment

5-6 Weeks

Local Authority and Planning Officer

The local authority may contact you to arrange a site visit. The planning officer should then subsequently submit a recommendation report. If required, our planning consultant will then work with your planning officer to address any points of concern prior to the decision phase.

7-11 Weeks

Decision

On most occasions the decision will be made by a senior/principle officer or by the development control committee depending on the scale and nature of the application.

Our Process

Planning Application

8-12 Weeks

Decision Issued

The decision notice will be published online and Fluent will receive notification of this. Once received we shall inform you as soon as possible and discuss next steps

Management

Our in-house planning consultant will complete and manage your application to ensure the best possible outcome. Updates will be provided where necessary and all applications can also be tracked through the Local Authority's website.



Our Process

Planning FAQs

Q:What happens if my application is refused?

A: If the outcome is negative, our planning consultant will liaise with the planning officer and yourself to address any points of contention and resubmit the application at no extra cost.

Q: How long does the planning application process take?

A: 8 -12 weeks. However this is dependent on the type of application and the Local Authority's work load.

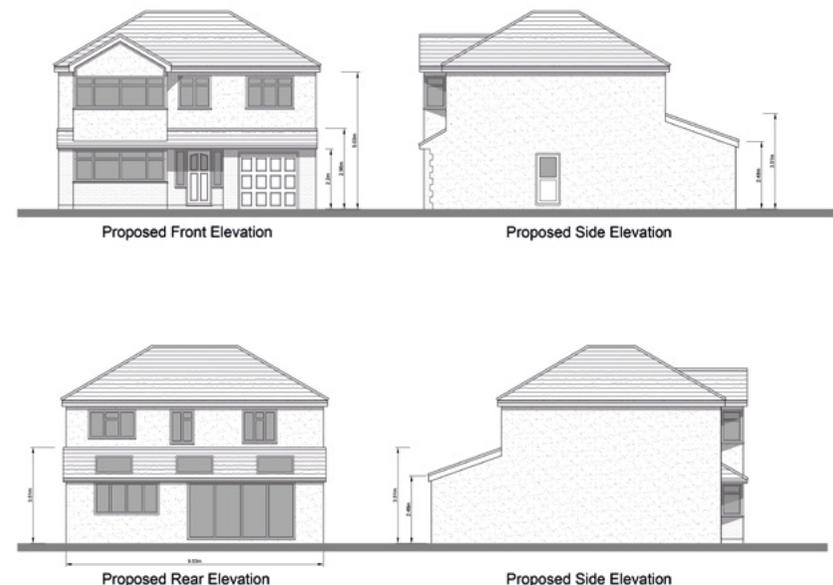
Q: How often will I receive updates about my planning application?

A: It is likely that your assigned planning officer will not complete a site visit for at least 5-6 weeks from registration and it is unlikely that any officer feedback will be made until this point. Please note some councils will not discuss the application or likely recommendation.

Q:What happens if my neighbours object?

A: The Council can only take into account 'material planning considerations' when looking at your comments. For example
- Loss of light or overshadowing, overlooking/loss of privacy.
They cannot take into account matters which are sometimes raised but are not normally planning considerations such as:
- The perceived loss of property value, private disputes between neighbours, or the loss of a view.

Please note: it is important to understand that the material considerations relevant to any particular application will need to be weighed in the final decision process according to their seriousness and relative importance.



Our Process

Planning FAQs

Q: Why does the planning officer need to complete a site visit?

The site visit will normally take place after the application has been validated and initial consultations issued

A: Officers consider a number of different issues during their site visits. They check the site boundaries are correct on the location plan submitted and that it is displayed clearly on the site notice. They will also be taking note of a number of considerations including; residential amenity, visual amenity, highway issues, layout/density, trees/hedges, noise/light, listed buildings and conservation areas, biodiversity, and drainage and flood risk. They also note any other comments and examine whether any additional neighbours or consultees may need to be informed that haven't been so already. You do not need to attend a site visit if the Officer is able to access the area of the site which is being considered as part of an application.

However, if the area of application is not accessible (i.e. behind a locked garden gate) the Officer may arrange to meet you on site, to gain access and conduct a site visit, if the gate can't be left unlocked.

