

Consultation Process

Planning applications are public files and are available for public viewing with the exception of certain confidential information. The council also maintains a public record of all planning decisions.

The process and expectations on consultation of planning applications is set out in the [Government's Planning Practice Guidance](#)

The Bodies and that the Council will consult on applications and the methods used generally include the following:

- The Town or Parish council in which the application site is situated.
- Neighbours immediately adjacent to the site or those that may be affected by the development (at the discretion of the Planning Officer).
- A site notice placed as close to the application site as reasonably possible.
- Professional bodies internally at the Council and external professional bodies to provide specialist advice when required.
- Adverts published in the local press (EDP) when certain criteria are met.
- Applications will be published on the Council website for public viewing.

As noted in the Practice Guidance and as set out in [Article 15 of the Development Management Procedure Order](#), the Council has the discretion about how it informs the community about planning applications and there are different requirements for different types of applications.

For the majority of applications Council will erect a site notice and inform adjoining neighbours in writing.

For "Householder" and "Advertisement Consent" applications, public consultation in Breckland will usually be limited to written notification to the occupants of adjacent properties. Where it is difficult to readily identify adjoining neighbours Council will erect a site notice as usual.

Certain applications are not subject to public consultation, including non-material amendments, discharge of conditions, certain prior approval/notification applications and applications for Certificate of Lawfulness (Proposed Development).

Any comments should be made within 21 days of the notice being served by the council. All comments that are received by the Council will be published on the Council website for public viewing.

In the event that significant changes are made to an application that will change the effect of the proposal, a re-consultation period may be undertaken by the council where all consultees will be given further time to make comments on the application.