

Swanley Town Council  
Civic Centre  
St Marys Road  
Swanley  
Kent BR8 7BU

Tel: 01732 227000 Option 3  
Ask For: Eliot Froment  
Email: [planning.comments@sevenoaks.gov.uk](mailto:planning.comments@sevenoaks.gov.uk)  
My Ref: 24/00662/ADV  
Your Ref:  
Date: 22 April 2024

For the attention of: Mr R Hayman

Dear Sir/Madam

**Town And Country Planning Act 1990 (as amended)**

**PARISH / TOWN COUNCIL CONSULTATION**

**Site:** Unit 5 Mark Way Swanley Kent BR8 8NJ

**Development:** 1 no. totem sign

We have received the above application and would welcome your views on the proposals.

If you wish to comment you should do so by 14th May 2024.

You can view and track the progress of this and other applications by visiting:  
[www.sevenoaks.gov.uk/online-applications](http://www.sevenoaks.gov.uk/online-applications).

There are some notes on the reverse of this letter regarding material planning considerations, which you may find helpful in making comments.

If you have any queries please do not hesitate to contact me. Please email your comments to us at: [planning.comments@sevenoaks.gov.uk](mailto:planning.comments@sevenoaks.gov.uk)

Yours faithfully

Eliot Froment  
Case Officer

## **Important notes**

Further general information about planning procedures and policies in order to help you respond to this application notification is available on our web site [www.sevenoaks.gov.uk](http://www.sevenoaks.gov.uk) In addition more detailed information about individual applications and their progress to a decision is available by visiting: [www.sevenoaks.gov.uk/online-applications](http://www.sevenoaks.gov.uk/online-applications).

## **Planning applications - having your say**

Each application we receive is important to the people who make it and also those it may affect. We want you to be involved in the planning process. We promise to consider all comments carefully before making a decision. If an application is referred to Committee for a decision it may be necessary to summarise your comments.

Please remember that any comments made are treated as a public document and can be made generally available.

## **Material planning considerations**

In considering an application we have a statutory duty to have regard to the planning policies it has adopted, set out in our Local Plan(s), and any material considerations.

The most common material considerations include the following, although the list is not exhaustive.

- Loss of light
- Overshadowing
- Overlooking/loss of privacy
- Visual amenity (but loss of private view is not material)
- Adequacy of parking
- Traffic generation/highway safety
- Noise, smells and disturbance resulting from use
- Loss of trees
- Design, appearance and materials
- Effect on listed building and conservation area
- Layout and density of buildings

## **Matters which we cannot normally take into consideration**

These include:

- Matters controlled under building regulations or other non-planning laws e.g. structural stability, etc.
- Private issues between neighbours e.g. land/boundary disputes, damage to property, private rights of way, covenants etc.
- Loss of value of property.
- Problems associated with the construction period of any works e.g. hours of work, noise, dust, construction vehicles etc.

We hope this guide will help you give your views in an effective way.