

Canvey Island Town Council

Planning Policy/Procedure

The Town Council is a statutory consultee and can make recommendations on planning applications to the planning authority but do not make the decisions. The planning authority must consider the Town Council's view providing the recommendations made fit with the local development plans and regulations.

The planning authority will take into consideration the relevant views from Town/Parish Councils and members of the public.

The planning committee must at all times consider its duty to Equal Opportunities, Crime and Disorder, Health and Safety and Human Rights.

1. When notification of a planning application is received from the planning authority the Town Clerk will assess the application in line with the agreed Terms of Reference for the Planning Committee which are:
 - To reserve the right to consider any planning issue of significant local interest for:
 - -Change of use (if considered to affect residential housing or quality of life)
 - -New developments
 - -New properties/structures
 - -Replacement homes (to review applications for 2 properties or more)
 - To not consider any applications relating to:
 - -Alterations to or extensions of any existing residential dwelling;
 - -Advertising/signage;
 - -Conservatories;
 - -Replacement home (i.e. bungalow to 1 house)
 - -Crossover
2. Should the planning application fall within the category that will not be considered by the planning committee in line with this policy the Town Clerk will not respond to the planning authority.
3. Applications will be referred to the Chairman of the Planning Committee or in their absence the Vice Chairman within 2 days of receipt to facilitate an extraordinary meeting if the nature of the planning application requires consideration before the next ordinary meeting of Council.
4. The Clerk will hold a record of every planning application notified to the Council and the Councils response to the local planning authority.
5. When considering and commenting on applications the Council will review the material considerations. These include:
 - consistency with the development plan for the area
 - traffic and highway safety issues
 - overlooking, loss of privacy and loss of light
 - scale of the development
 - design, appearance, layout and material
 - loss of important open space or physical features
 - noise, disturbance or smells
 - local knowledge of drainage or other possible problems
 - impact on the surroundings, effect on listed buildings and conservation areas.