



## Guidance Notes – Objecting/Commenting on Planning Applications

We have created these guidance notes to support those residents and users of Carrington Moss to object to, or comment on, planning applications which will impact Carrington Moss or the flora/fauna that have made it their home.

There are three ways to object/comment on an application: by letter; by email; or on-line (using Trafford's planning portal).

You can also contact your local Councillor or attend a Planning Committee meeting. For more information, visit Trafford's website at this link: <http://www.trafford.gov.uk/planning/planning-applications/comment-on-an-application.aspx>.

Please contact [FriendsofCarringtonMoss@gmail.com](mailto:FriendsofCarringtonMoss@gmail.com) if you have any questions.

### Objecting by letter

- You can use the sample letter below (put your full name, address and the date at the top right hand side and continuing onto a second sheet if needed)
- Look at the sample reasons below and use your own words to describe why you object
- Send the objection to the address printed on the letter as soon as possible
- You can also send your letter by email, attach it to an email and send to the email address below.

### Objecting by email

- Copy the contents of the covering letter into your email.
- Look at the sample reasons below and use your own words to describe why you object
- The email address to send to is [development.management@trafford.gov.uk](mailto:development.management@trafford.gov.uk)
- Make sure you put your name and address at the end of the email

### Objecting On-Line

- Logon to the planning portal <https://publicaccess.trafford.gov.uk/online-applications/>
- To submit comments on line, you will need to login or register if you don't already have a login (see the links on the page to do this)
- Search for the relevant application – leave the Status as 'All' and type in the application reference number into the search box
- You can now save your search, track the application and look at all the associated documents (including other people's objections)
- Go to the comments tab within this application and it will default to 'Making a Comment' (you will see that your personal details are already filled in)
- **Commenter type** will typically be 'Member of the Public'
- **Stance** we hope you will object but of course the stance you take is for you to decide
- **Reason for Comments** this box does not seem to do anything so just ignore it
- **Comments** please review the sample reasons below and use your own words to describe why you object into the Comments box. Please note there are only 2000 characters available for comments, so if you would like to make a longer objection you can send a letter or an email (2000 characters is insufficient for a detailed objection).
- Press **Submit**.
- Note that the page 'times out' after 30 minutes so it may be useful for you to compose your comments first, either using notepad, a draft email or Word if you have it.

Head of Planning & Development

Trafford Town Hall

Talbot Road

Stretford

M32 0TH

Objection to Planning Application xxxxx/FUL/xx

I am strongly opposed to this planning application for the following reason(s): [these are examples only, please provide more detail about each of the reasons you include – depending on the proposals being made]

- Impact to Green Belt
- Impact to Local Wildlife and Bird Species
- Impact to the Local Community and Users of Carrington Moss
- Traffic Congestion
- Increased Air and Noise Pollution
- Inadequate Public Transport and Lack of Traffic-Free Links
- Site Contamination
- Flood Risk
- Light Pollution
- Impact to Public Services
- Lack of impact on Housing Crisis and Homelessness

**In summary, if approved, this development would result in xxx.**

Signature

.....

Print name

.....