

How to submit an online objection to a planning application

Using the Planning Portal

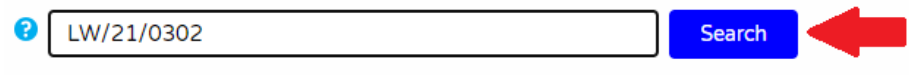
Step 1: Type **lewes.gov.uk** into your search engine to find Councils' Homepage

Step 2: On Homepage click on **Search and View Planning Applications**

Step 3: Scroll down, **Click box** to confirm you've read **terms and conditions**. Click **Continue**.

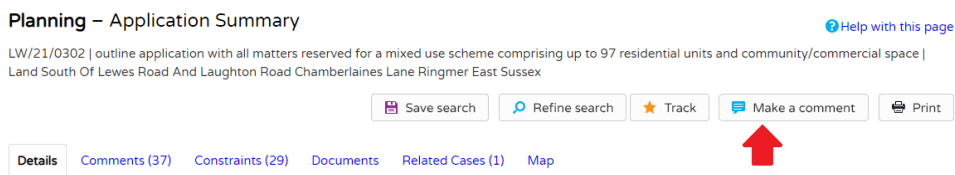
Step 4: You are now at the Planning Portal. **Enter the relevant application number** (e.g. LW/21/0302 for Rangers Farm, Chamberlaines Lane) as shown below and click **Search**

Enter a **keyword, reference number, postcode** or **single line of an address**.



Search bar containing 'LW/21/0302' and a blue 'Search' button. A red arrow points to the 'Search' button.

Step 5: You are now at the **Application Summary** page. Click on **Make a comment**



Planning – Application Summary [Help with this page](#)

LW/21/0302 | outline application with all matters reserved for a mixed use scheme comprising up to 97 residential units and community/commercial space | Land South Of Lewes Road And Laughton Road Chamberlaines Lane Ringmer East Sussex

Save search Refine search Track Make a comment Print

Details Comments (37) Constraints (29) Documents Related Cases (1) Map

A red arrow points to the 'Make a comment' button.

Step 6: Fill in your details. Click **Object** (unless you have a different stance). **Tick ALL** the 'reason' boxes that apply (these are counted). **Type in your comments**.

Step 7: Click **Submit**. You should receive a receipt.

Your objection is now **recorded** on the planning portal and will appear as 'Representation object online LDC PLAP (public)'.

How to read a planning application or read other people's comments

Return to the **Application Summary** (Step 5 above).

Click on **Documents**

You will see all the relevant documents, most recent at the top

The **actual application documents are submitted first**; scroll down to the bottom to see them.

The most important application documents are the **site plans** and **Design & Access** statement.

Click on the PLAP documents to see comments by members of the public.

If you have objected via the planning portal your submission is visible here.