

## HOW TO SUBMIT COMMENTS

**19/01217/PLF. Proposal:** Erection of petrol filling station and retail store (AMENDED PLANS). **Location:** Land North East Of Killingwoldgraves Roundabout Bishop Burton East Riding Of Yorkshire HU17 8QF. **Applicant:** BP Oil Ltd. **Application type:** Full Planning Permission

## DEADLINE FOR COMMENTS 8<sup>TH</sup> November

### Send comments in writing to: -

East Riding of Yorkshire Council  
Planning and Development Management  
County Hall  
Cross Street  
Beverley  
HU17 9BA.

**You must include the planning application reference and your contact details** in all comments submitted.

### Submitted Comments on line by: -

If you are going to submit your comments on line I would suggest that you create a word document on your computer and only when you are happy with it go onto the ERYC planning system and then copy and paste it into the ERYC online system. The reason I say this is 1) that the system times you out after a set period of time - if it does this you will lose everything, and 2) The system also has a maximum number of words so you may have to submit as an attachment.

To access the East Riding system:

Enter ERYC website - [www.eastriding.gov.uk](http://www.eastriding.gov.uk).

1. Once on the site - click "view planning applications" displayed in the central box.
2. You then get a page headed "view and comment on planning applications" the next box below it also says "view and comment on planning applications" – click on it,
3. there then appears a brown/orange button "public access website" click on it,
4. this brings up 4 steps. Click on "step 4 – Enter Public Access website", a brown/orange button "Enter the Public Access website" then appears. Click on it.
5. This will bring you into the planning website, if you have not already commented on any planning applications online you will need to register by pressing the "register" along the top bar. Complete your details. Once completed an email will be sent to you detailing how to activate your account. You will then be able to submit your comments.

If you wish to look at all the documents associated with the planning application, you need to complete steps 1 to 4 above. Once in the planning website you will see at the bottom of the page "Planning – Simple Search" and a few lines underneath it a search bar. If you type in the planning application number (in this case 19/01217/PLF) in the search bar and then press

“search” it will take you to the documents submitted. There were 150 when I looked, including all the original documents. If you look down the left-hand side you will see the dates submitted and will be able to identify those since the last application.

**Comments** – ERYC take into consideration all comments submitted. **The more comments ERYC receive from individual people the more weight they place on the comments. When sending in comments they need to be factual and not emotional.**

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**Suggested response** if you believe your response to the original planning application still stands and does not need to be amended or added to:

*Your Name & Address*

*East Riding of Yorkshire Council  
Planning and Development Management  
County Hall  
Cross Street  
Beverley  
HU17 9BA*

*Dear Sirs,*

**Re: 19/01217/PLF. Proposal:** *Erection of petrol filling station and retail store (AMENDED PLANS).* **Location:** *Land North East Of Killingwoldgraves Roundabout Bishop Burton East Riding Of Yorkshire HU17 8QF.* **Applicant:** *BP Oil Ltd.* **Application type:** *Full Planning Permission*

*I have read the documents submitted since my original letter. These do not alter my views. The comments made in my response dated **XXXX** still apply.*

*Yours Faithfully*

**XXXXXXXXXX**

If this applies to you it is important that you send the letter as otherwise East Riding Council may believe that Lindum’s response has answered your concerns and that you are now happy with the plans.