



West Lothian
Council

NOTES FOR GUIDANCE Objections to pre-adoption modifications

How do I object to modifications to the plan?

If you wish to make a formal objection or wish to support a modification to the West Lothian Local Plan you must do so in writing. By using the form provided you will reduce our processing time and ensure the issues you raise are clearly represented.

Your objections cannot be kept confidential as the council has a legal duty to make all comments received on the Local Plan available for public inspection.

Your completed forms should be sent to:

Head of Development and Regulatory Services
FREEPOST SCO 4880
County Buildings
LINLITHGOW
EH49 0BR

In particular:

- A. You must be as precise as possible when referring to the modification you are commenting upon. State the modification number and related policy or subject and the paragraph number or map location wherever appropriate. By being accurate we are less likely to need to get back to you for more information.
- B. Try to state your objection as clearly as possible. Bear in mind that we may have to summarise your comments to make them more manageable and accessible to others. Use a blank continuation sheet if necessary.
- C. When objecting you should try to indicate which changes to the modification you think would resolve the issue to your satisfaction.
- D. Remember that you can also comment on any aspects of the modification you think are missing. We will treat this as an objection.
- E. Keep each separate issue you raise to one form. You can photocopy extra forms or get more from your local library. We can also e-mail you copies in a Microsoft word format by contacting us at steve.mclucas@westlothian.gov.uk.

Who can comment?

Anyone who has anything to say about the modifications can write to us. You may want to submit your comments on your own or as part of a local organisation, such as a community council, residents' association, local association, local business or amenity group.

How long do I have?

The period for making objections ends on **1 September 2008**. Make sure that we receive your comments in good time, as we will not accept representations after this date.

What happens to my objections?

We aim to acknowledge every representation received within 10 working days. After this we may ask you for further information to clarify your representations.

We will get in contact with you to discuss any objections we feel can be resolved through negotiation. We will write to you in the most straightforward cases and request a meeting for the more complex issues.

Once we have processed all the representations we will produce a report that will be made available for everyone to inspect. We will write to all those who made representations informing them of this.

Where can I get further help?

If you need any additional help in filling-out the objection form or would like additional copies or want to discuss any other aspect of the West Lothian Local Plan please contact:

Colin Miller on **01506 775216** or email **colin.miller@westlothian.gov.uk**

Fiona McBrierty on **01506 775203** or email **fiona.mcbrierty@westlothian.gov.uk**

Steven McLucas on **01506 775268** or email **steve.mclucas@westlothian.gov.uk**

Jenny Sheerin on **01506 775411** or email **jenny.sheerin@westlothian.gov.uk**

You can also access our website **westlothian.gov.uk** which contains the local plan. It can be accessed at the following link: **<http://www.westlothian.gov.uk/1210/161/178/>**