

**date;** 2<sup>nd</sup> February 2021

**ref;** 21/1080/EEBC.02

Borough Planning and Engineering Department  
EPSOM AND EWELL BOROUGH COUNCIL  
Town Hall  
The Parade  
Epsom  
Surrey KT18 5BY

Dear Sir

**PROPOSED SINGLE STOREY REAR EXTENSION @ 'MELROSE COTTAGE', 22 THE PARADE,  
EPSOM, SURREY KT18 5DH for Mr & Mrs A Steers  
Planning Portal Ref; 09480159**

Further to our application for 'Pre-Planning Advice' and E&EBC's response of the 7<sup>th</sup> September 2020, please find enclosed the following documents, via the Planning Portal, to form a Full Householder Planning Application for the above mentioned property:

- 1APP 'Householder Planning and Listed Building Consent' Application Forms, incorporating a completed Certificate A.
- Architect's drawing no. 1080/02 showing the property 'As Existing'
- Architect's drawing nos. 1080/03 showing the 'As Proposed' works.
- Ordnance Survey extract 1080/04 with 1:1250 scale location plan with site edged in red and scale bars & North Point indicated.
- Block Plan 1080/05 at 1:200 scale with scale bars and North Point indicated.
- CIL form 1.
- Architect's Design and Access Statement 1080/D&A.01

By the time you receive this my Client will have made payment of the Planning Fee direct through the Planning Portal.

Please note the Pre-Planning Advice received, EBC ref; 20/00945/PREAPP, on the 7<sup>th</sup> September 2020.

Please do not hesitate in contacting me should you require any further information.

Yours faithfully



Perry Barnes RIBA

cc Mr & Mrs A Steers - Clients