



Civic Offices  
Gloucester Square  
Woking  
Surrey GU21 6YL

**Telephone** (01483) 755855  
**Facsimile** (01483) 768746  
**DX** 2931 WOKING  
**Email** [wokbc@woking.gov.uk](mailto:wokbc@woking.gov.uk)  
**Website** [www.woking.gov.uk](http://www.woking.gov.uk)

Mr Alexander Gill  
Aspire Architectural Services Ltd  
Unit 3  
Foxhills Farm Business Centre  
Longcross Road  
Chertsey  
KT16 0DN

21 April 2021

Dear Mr Gill,

### **ACKNOWLEDGEMENT**

**Reference:** PLAN/2021/0447

**Application Type:** Certificate of Lawfulness - Proposed Use

**Proposal:** Certificate of proposed lawful development for single storey rear extension.

**Location:** 3 Bunyard Drive, Sheerwater, Woking, Surrey, GU21 5NU

Thank you for your application which was received on 21 April 2021 and I acknowledge receipt of your fee of £103.00.

If by 17 June 2021 you have not been told that the application is invalid, have not agreed to a further period for a decision or have not received a notice of a decision, then you may appeal to the Planning Inspectorate under the provisions of the Town and Country Planning Act 1990. Any appeal should be lodged within six months of 17 June 2021 and must be on forms provided by the Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol. BS1 6PN. The forms are also available from the Planning Inspectorate's website at [www.planning-inspectorate.gov.uk](http://www.planning-inspectorate.gov.uk). This does not however apply if your application has already been referred to the Secretary of State for Communities and Local Government.

Every effort will be made to deal with your application as quickly as possible and you are kindly requested to keep enquiries regarding its progress to a minimum.

The Council is required by Central Government to deal with as many applications, particularly householder applications, as possible within 8/13 weeks. Therefore you should be aware that your application may be determined without further reference to you or your agent in order that the Council can meet the Government's target.

The person dealing with your application is Brooke Bounague who can be contacted on 01483 74 3444 or [Brooke.Bounague@woking.gov.uk](mailto:Brooke.Bounague@woking.gov.uk).

Yours sincerely,

Thomas James  
Development Manager