



Clear Design - Catherine Symonds
15 Haywardsfield
Longthorpe
Peterborough
PE3 6FB

Ask for:	Erika Davies
Telephone:	01832 742207
Planning Services	
Our Ref:	NE/21/00733/FUL
Your Ref:	PP-09797007
Date:	11 May 2021

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Proposal : **Retrospective planning application for detached garage/home office/games room to allow for the change of use to dwelling/ office /outside store/games room at Lock House Pilton Road Lilford Peterborough Northamptonshire PE8 5SG .**

I refer to the above application received on **30 April 2021** but have to advise you that it is **INVALID/INCOMPLETE**. In order to enable further progress to be made, please supply the following:

1. Thank you for the location plan submitted with your application, unfortunately it does not fully comply with our local requirements because access from the public highway has not been included on the red line. As per our local requirements "the red line must include all land necessary to carry out the proposed development (including the land required for access to the site from a public highway...)".

Please provide an amended location plan showing the land required for access to the site from the public highway included on the red line.

Additionally, as it appears that Ordnance Survey map data has been used in the submitted site and location plans please provide a copyright statement on the drawing e.g. 'Contains Ordnance Survey data © Crown copyright [and database right] 2015'. This is required as the Ordnance Survey is tightening up on infringement on their copyright.

2. As per our local requirements the site plan (to a scale of 1:200 or 1:500) should show your proposals for parking and storage and collection of waste and recyclables. Please provide an amended site plan.
3. As per our published Local Requirements, "All plans and drawings must have all relevant dimensions of the key elements of the proposal clearly written. This includes the height, length, width and (if relevant) the distance from the site boundary of any proposed works. We require this so that the proposed dimensions are clear when plans are viewed online." This is required as we now run a completely paperless planning office.

Please provide amended drawings including all relevant dimensions of the proposal:

- Dimensions for the floor plan
- Dimensions for the elevations annotated with all height dimensions
- Up to date photographs could also be useful during the determination of this application

Please take the necessary action required to complete this application. If this is not completed within the next 28 days, the application will be withdrawn and a full re-submission of the application will be required. In the meantime you should note that the statutory period for the determination of the application may be held in abeyance.

Please note that North Northamptonshire Council prefers to receive all communication electronically.

For details of how we treat your data, please see our Privacy Statement:

www.northnorthants.gov.uk/privacynotices

Yours faithfully

Erika Davies
Technical Officer, Planning Services