

Mr Graham Bailey  
14A St Martins Avenue  
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Surrey  
KT18 5HS

Town Hall  
The Parade  
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DX 30713 Epsom

Date 5 May 2021  
Our Ref 21/00627/FLH

Contact Ade Balogun  
Email [businessadminhub@epsom-ewell.gov.uk](mailto:businessadminhub@epsom-ewell.gov.uk)

Dear Sir/Madam,

**Town and Country Planning Act 1990 (As Amended)  
14A St Martins Avenue, Epsom, Surrey  
Article 4 Worple Road Conservation Area**

- 1. The original garage grey felt covered flat roof (50 years old) is now leaking (currently has a tarpaulin cover over the leaking area) and is deemed beyond patch repairs and now requires to be completely replaced with a new felt covered flat roof. This would require the roof to be stripped back to a sound deck with the timber batten replaced to the edge and form drip detail. A new 2 layer high performance mineral felt system in grey to be fitted. In addition the rainwater guttering and downpipe at the rear of the garage and rotten timber fascia will be removed. These will be replaced with new white UPVC fascia's complete with new white rainwater guttering and downpipe.**
- 2. The house via an external door from the utility room leads outside via an alleyway to the rear garden and to the side entrances of the garage. Outside the Utility door is a 50 year old wood framed Lean-Too with a clear corrugated sheeting covering that provides weather protection when going out to the garage. This structure is in need of replacement due to wear and tear over the past 50 years. When the garage roof (see 1 above) is replaced the existing structure will be dismantled and replaced with a new structure consisting of a 4x2 timber wall plate, 4x2 rafters and noggins to form a new Lean-Too up to end of main house rear wall with a clear corrugated sheeting roof covering.**
- 3. The house still has the original fitted grey UPVC guttering/downpipes which are leaking and wooden fascia in need of replacement with new white UPVC guttering and maintenance free fascia and eave trays.**
- 4. The existing white house front door on the front porch is showing increasing signs of rot at the bottom of it and will need to be replaced with a new similar type design and colour door.**
- 5. Repairs and maintenance to the existing patio wall and steps leading to the rear garden consisting of the replacement of damaged bricks and stone cappings along with new cem**

Thank you for your planning application which was received on 14 April 2021. We have checked the application and have found that it is invalid. This means that we cannot currently accept it for

registration. The following details must therefore be submitted for the application to be registered:

1 You must submit an accurate site location plan, to a scale of not less than 1:1250. You should outline the application site in red and any adjoining land in the same ownership in blue and block plan at scale 1:200 or 1:500.

2 The drawings that have been submitted do not allow us or members of the public to adequately determine the siting and appearance of the proposed development. Detailed drawings must be provided, which should clearly show the relationship of the development with the application property and the neighbouring properties. Specifically, Existing and Proposed Plans; Please provide existing and proposed floor plans (including roof plans), elevations, sections at scale 1:50 or 1:100. The drawings must include dimensions and/or a scale bar, as the plans are only available to view electronically.

3 You are required to provide a well structure Design and Access Statement or Planning Statement outlining the proposed works in details and each work with materials to be use, whether like for like etc. Your application is invalid without one. Further information on Design and Access Statements is available on the Planning Portal website.

I would be grateful to receive these details by 26 May 2021. If I do not receive them by this date I will return the application to you.

Yours faithfully,

Ade Balogun

Planning Officer