



FGA Group Ltd - Harry Groome
2 Bakehouse Lane
Mears Ashby
NN6 0ED

Ask for:	Sharon Horner
Telephone:	01832 742001
Planning Services	
Our Ref:	NE/21/01338/FUL
Your Ref:	PP-10175142
Date:	10 September 2021

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Proposal: **New storage building comprising insulated rooflights, roller shutter door, 2 personnel doors, fire escape staircase leading down from mezzanine floor located in the first bay at Auto Spares and Salvage Ltd Station Road Raunds Northamptonshire NN9 6BX.**

I refer to the above application received on **3 September 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 drawings submitted with your application, although you have provided the proposed ground floor plan, not all windows/doors and details are shown on this current floor plan:
 - There are windows shown on the elevation, at ground floor level either side of The glazed entrance door, along with numerous windows shown at first floor level.
 - A fire escape door with stairs shown on one elevation, along with roof lights at The upper/2nd floor
 - The elevation showing the roller shutter door, has a window at first floor level and roof lights at the upper/2nd floor

Please provide amended drawings as per listed below:

- Amended ground floor plan, first floor plan, second floor/roof plan, showing the omitted details as listed above.

"All plans and drawings must be drawn to an appropriate metric scale (1:50 or 1:100) and 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.

2. As per the National requirements a site layout/block plan is required for this application. The plan must be to a scale appropriate to the site and development (normally 1:500 or 1:200), showing distances from the site boundary of the proposed works.

All site layouts should include a "North point" The plan should show your proposals for the new works in relation to the site boundaries and other buildings within and surrounding the site. This will allow the officer to assess any potential visual impact of the scheme.

Please note: As per our published Local Requirements, "All plans and drawings must be drawn to an appropriate metric scale (1:50 or 1:100) and 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.

3. As per the National requirements a site location plan is required for this application. The application site (including access to the adopted highway) must be edged in red. Any adjoining land in which the applicant has an interest should be edged in blue.

The 'location plan' (aerial photo) that has been submitted, although showing the wider context of the site is not a location plan. The scale of the location plan must be appropriate to sufficiently identify the site. In most cases an Ordnance Survey-based map to a scale of 1:1250 or 1:2500 will be adequate; it should include a "North" point and ideally show two named roads.

If Ordnance Survey map data is used in any submitted location plan, please ensure 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.

4. As per our published Local Requirements, http://www.east-northamptonshire.gov.uk/downloads/file/9124/local_list_of_information_requirements a Design and Access Statement will be required for this application.

A Design and Access statement is a short report accompanying and supporting a planning application to illustrate the process that has led to the development proposal, and to explain the proposal in a structured way.

The level of detail required in a design and access statement depends on the scale and complexity of the application, and the length of the statement varies accordingly. Statements must be proportionate to the complexity of the application but need not be long.

5. As per our published list of Local requirements, https://www.eastnorthamptonshire.gov.uk/downloads/file/9124/local_list_of_information_requirements Applications for full or outline planning permission shall be accompanied by a Landscape strategy, this information is required to validate your application.
6. I note that the application form section 4. Site Area is 1000sqm. However, the annotated measurements on the elevation/floor plans do not correspond with this figure. Therefore, please re-check and provide confirmation of the site area and total floor space within the proposed building/development.

Please be aware that the following documents will be required if the floorspace created, is 1000 square metres or more:

As per our published list of Local Requirements

http://www.eastnorthamptonshire.gov.uk/downloads/file/9124/local_list_of_information_requirements

- Crime Impact Statement
 - Heads of terms - Section 106 agreement
 - Statement of community involvement
7. Please be aware that further information may be required to validate this application, this cannot be assessed until the above points have been addressed.
 8. Please confirm in writing that you are happy with the amended description as given above. This amendment is suggested as descriptions for applications need to be clear, concise and precise.

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

Sharon Horner
Technical Officer, Planning Services