



Mr Mark Everett
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Date 4 March 2022
Our Ref 22/00023/FUL

Contact Euan Cheyne
Email businessadminhub@epsom-ewell.gov.uk

Dear Sir/Madam,

Town and Country Planning Act 1990 (As Amended)
Victoria House, 1 Victoria Place, Epsom
Erection of roof extension to provide 1 x 2 bedroom flat

Thank you for your planning application which was received on 7 January 2022. 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 Please clarify if the applicant is the sole freeholder owner of the building to which the application relates and there are no leaseholders with seven years or more remaining on their leases. If the applicant is not the sole freeholder owner of the building, then Certificate B will need to be served on all known owners.

I would be grateful to receive these details by 25 March 2022. If I do not receive them by this date I will return the application to you.

Yours faithfully,

Euan Cheyne

Planning Officer