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Date 18 October 2023  
Our Ref 23/01221/FLH

Contact Technical Support  
Email [planningsupport@epsom-ewell.gov.uk](mailto:planningsupport@epsom-ewell.gov.uk)

Dear Sir/Madam,

**Town and Country Planning Act 1990 (As Amended)**  
**316 Kingston Road, Ewell, Surrey**  
**Single storey rear extension incorporating a rooflight and conversion of garage into habitable accommodation.**

Thank you for your planning application which was received on 11 October 2023. 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 This application is not eligible for a nil fee as it is the second revision of an application for a development of the same character or description on the same site by the same applicant. Please make a payment of £206.00 by contacting us on 01372 732000, quoting the above application reference number.

2 The date on the CIL Form pre-dates the application. Please amend the date and resubmit the CIL Form to [planningsupport@epsom-ewell.gov.uk](mailto:planningsupport@epsom-ewell.gov.uk)

I would be grateful to receive these details by 8 November 2023. If I do not receive them by this date I will return the application to you.

Yours faithfully,

Technical Support