



Planning Services
Town Hall
Station Road
Clacton on Sea
Essex CO15 1SE

Mrs Zoe Manning - Z Manning Drawing Services
Ltd
143 Connaught Avenue
Frinton On Sea
Essex
CO13 9AB

Please ask for Andrew Poonian
Tel: 01255 686190
E-mail: validation.planning@tendringdc.gov.uk

Our Ref: 23/01667/FULHH

23 November 2023

To whom it may concern,

TOWN AND COUNTRY PLANNING ACT 1990

APPLICATION NO: 23/01667/FULHH

PROPOSAL: Proposed single storey side extension.

LOCATION: 61 Larksfield Crescent Dovercourt Harwich Essex

I regret that your above mentioned application for planning permission is not acceptable as a statutory application for the reasons indicated below:-

01 The fee for your application is £206. Please submit payment.

If you wish to make payment via card over the phone please contact our Validation Team on 01255 686190.

I should be obliged if you would submit the information requested above within the next 21 days. If all outstanding documentation, sufficient to make the application valid, is not received by this date the Local Planning Authority will remit back to you the paperwork you have submitted and the file will be closed.

If you prefer, you may e-mail your documents using the address at the top of this page. If you are using this method of submission, please ensure that any drawings are submitted in PDF format.

Where possible please enclose the attached tracking sheet when submitting the requested documentation. This will enable us to more quickly identify your application and commence the determination process.

Please note that the description of your proposal may have been changed to reflect more accurately the intended works. If you disagree with any changes, please contact this office.

Yours faithfully

VALIDATION PLANNING

To : VALIDATION OFFICER
PLANNING SERVICES
TENDRING DISTRICT COUNCIL
COUNCIL OFFICES
STATION ROAD
CLACTON ON SEA
ESSEX
CO15 1SE

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Please indicate clearly those items which are enclosed.

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Is all requested documentation enclosed Yes / No

If no, please ensure all remaining documentation is submitted within 21 days of the date of the original request. Please ensure a copy* of this form is attached to each submission.

SIGNED.....

DATED.....