

Mrs Caroline Faerber
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Date 15 February 2024
Our Ref 24/00137/FLH

Contact Technical Support
Email planningsupport@epsom-ewell.gov.uk

Dear Sir/Madam,

Town and Country Planning Act 1990 (As Amended)
24 Shawford Road, West Ewell, Surrey
Single storey wraparound side / rear extension

Thank you for your planning application which was received on 9 February 2024. 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 LOCATION PLAN - The application requires the submission of a location plan, usually at a scale of 1:1250, which must identify sufficient roads and/or buildings on land adjoining the application site, to ensure that the exact location of the application site is clear. The whole of the application site should be edged clearly with a red line on the location plan and should include all land necessary to carry out the proposed development which includes land required for access to the site from a public highway. The plan should also show the direction of North.
- 2 CIL FORM - Question 4B requires completion. Please complete and re-submit the whole document to planningsupport@epsom-ewell.gov.uk
- 3 EXISTING AND PROPOSED SITE PLAN - Please submit an existing and a proposed Site Plan at a scale of 1:200 or 1:500 showing the proposal clearly differentiating from the existing (e.g. hatched) and its relation to the site boundaries, any other existing buildings on site and the neighbouring properties. The existing site plan is to show the current situation and the proposed plan is to show the proposed situation.
- 4 PLANS - Please provide Existing Floor Plans and Elevations at scale 1:50 or 1:100 (including Roof Plan)
- 5 PLANS - Please provide a Proposed Roof Plan at scale 1:50 or 1:100

I would be grateful to receive these details by 7 March 2024. If I do not receive them by this date I will return the application to you.

Yours faithfully,

Technical Support