



Mr & Mrs Willacy  
c/o Rez Shafaei  
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Date 11 March 2024  
Our Ref 24/00257/CLP

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)**  
**2 Eastcroft Road, West Ewell, Surrey**  
**Lawful Development Certificate - Proposed Use: Single storey rear extension**  
**incorporating rooflights and installation of a rear patio.**

Thank you for your planning application which was received on 7 March 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 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.

I would be grateful to receive these details by 1 April 2024. If I do not receive them by this date I will return the application to you.

Yours faithfully,

Technical Support