



Mr Phillip Schmidt
c/o Mr Craig Norman
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Date 2 April 2024
Our Ref 24/00280/FLH

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

Dear Sir/Madam,

Town and Country Planning Act 1990 (As Amended)

21 The Headway, Ewell, Surrey

Alterations to front driveway to form an additional entrance/exit along the existing foot path

Thank you for your planning application which was received on 14 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 DESIGN AND ACCESS STATEMENT - As the property falls within a Conservation Area, please provide a Design and Access Statement. A concise report that should explain the design principles and concepts that have been applied to the proposed development. It should demonstrate how the design of the development takes into account the context of the site and surrounding area. The level of detail required will depend on the scale and complexity of the proposal.

2 HERITAGE STATEMENT - As the property falls within a Conservation Area, a Heritage Statement is required. This should provide information about the significance of the heritage asset affected, the principles of and justification for the proposed works and the impact of the proposal on the significance of a heritage asset. The information should be proportionate to the proposed development.

3 The CIL Form pre-dates the application and the description of the development is incorrect. Please make the necessary amendments and re-submit the whole document to the above email address.

4 The CIL Residential Exemption Claim Form pre-dates the application. Please amend as necessary and re-submit the whole document to the above email address.

I would be grateful to receive these details by 23 April 2024. If I do not receive them by this date I will return the application to you.

Yours faithfully,

Technical Support