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Date 18 April 2024
Our Ref 24/00428/CLP

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

Dear Sir/Madam,

Town and Country Planning Act 1990 (As Amended)
120 Green Lanes, West Ewell, Surrey
Lawful Development Certificate - Proposed Use: Formation of new vehicular crossover including dropped kerb with new permeable hardstanding driveway

Thank you for your planning application which was received on 17 April 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 application site should be edged clearly with an unbroken 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. As the proposal involves the creation of a new cross over, this needs to be included within the red line of the location plan. The plan should also show the direction of North. The Location Plan you have submitted details an incorrect red line as it does not outline the whole of the application site and does not extend to the highway. Please see attached sample plan (which is for a different address) for guidance purposes only.

2 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. Please ensure the plans incorporate the pavement and the dropped kerb. We attached sample plans (albeit for a different address) for your guidance only.

I would be grateful to receive these details by 9 May 2024. If I do not receive them by this date I will return the application to you.

Yours faithfully,

Technical Support