

Ref: Y16/0935/SH / JL  
Direct Dial: 01303 853430  
E-mail: [planning@shepway.gov.uk](mailto:planning@shepway.gov.uk)  
Date: 26th August 2016

Mrs Jane Twist  
73 North Road  
Hythe  
Kent  
CT21 5DX

Dear Sir/Madam,

**TOWN AND COUNTRY PLANNING ACT 1990**

**Application No: Y16/0935/SH**

**Location: 76A HIGH STREET HYTHE KENT CT21 5AL**

**Development: PROPOSED CHANGE OF USE OF FIRST FLOOR FROM  
RESIDENTIAL (CLASS C3) TO RETAIL USE (CLASS A1)  
SITUATED OVER AN EXISTING A1 COMMERCIAL PROPERTY.**

Thank you for your application which I received on 19th August 2016.

Application forms and accompanying plans and information are public documents and all information contained on them will be placed on deposit for public inspection online at the Council offices and on a web site. If you are an agent acting for an applicant, please forward this information to the applicant.

I am still examining your application form and the accompanying plans and documents to see whether they comply with the law. If I find that your application is invalid because it does not comply with the statutory requirements then I shall write to you again as soon as I can. If a fee was payable for this application please note that we no longer send receipts.

If your application relates to a 'County Matter' I will send it to the Kent County Council for determination.

If by 14th October 2016

- you have not been told that your application is invalid; or
- you have not been given a decision in writing; or
- you are not in agreement with allowing the Council a further period of time to determine the application;

then you can appeal under Section 78 of the Town and Country Planning Act 1990. You must appeal within six months, unless this is a Householder application, which is refused, then you must appeal within 12 weeks using a form which you can get from The Planning Inspectorate at Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PB or online at [www.planningportal.gov.uk/pes](http://www.planningportal.gov.uk/pes).

This does not apply if your application has already been referred to the Secretary of State either by the Council or at his request.

The Council will endeavour to determine the application by 14th October 2016.

In the event that it is not possible to determine the application by the date stated and I do not hear from you to the contrary, I shall assume that you are prepared to enable the Council a further period within which to issue a decision.

The Council operates a system of public speaking at its Development Control Committee meetings. Most applications are not determined by the Committee but if this proposal is then you will be notified and given details of the arrangements for speaking.

If you wish to find out the progress of the application, whether it is likely to be determined by the Development Control Committee or have any queries, please contact me on 01303 853430.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J. Ling', with a stylized flourish at the end.

Mr Julian Ling  
Planning Officer