

Ref: Y18/0271/SH / LD
Direct Dial: 01303 853468
E-mail: planning@shepway.gov.uk
Date: 13th March 2018

Mr Eakins And Mrs Hubstein
C/o Mr T Dowding
Technical Services And Design Ltd
20 Audley Road
Folkestone
Kent
CT20 3QA

Dear Sir/Madam,

TOWN AND COUNTRY PLANNING ACT 1990

Application No: Y18/0271/SH

Location: 2 LAWRENCE CLOSE FOLKESTONE KENT CT19 4BA

**Development: ERECTION OF A REAR DORMER WINDOW TOGETHER WITH
OTHER MINOR WORKS.**

Thank you for your application which I received on 22nd February 2018.

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 19th April 2018

- 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.

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 19th April 2018.

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 Planning and Licensing 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 Planning and Licensing Committee or have any queries, please contact me on 01303 853468.

Yours faithfully

A handwritten signature in cursive script that reads "L. Daniels".

Miss Louise Daniels
Planning Officer