



Planning and Regeneration Service

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Please Contact: Validation Team  
Telephone: 01509 634570  
Email: [development.control@charnwood.gov.uk](mailto:development.control@charnwood.gov.uk)  
Web: [www.charnwood.gov.uk](http://www.charnwood.gov.uk)

**03 August 2020**

Dear Sir/Madam

**APPLICATION NO:** P/20/1295/2  
**PROPOSAL:** Removal or variation of Condition 2 of P/18/2058/2 - relating to substitution of house type for Plot 4.  
**LOCATION:** Saley Close, Shepshed, Leicestershire

Thank you for submitting your application which was received on 24 July 2020. Unfortunately, I cannot currently process your application as it is incomplete. In order to minimise the delay, please provide the following information quoting reference number P/20/1295/2 within seven days of the date of this letter:

1. In order to correctly identify the site address we require an amended site location plan. The plan you have submitted in support of this application is not helpful. We require a copy of a location plan based on an up-to date map. This should be at a scale of 1:1250 or 1:2500 scaled to A4 or A3. In order to clearly identify the site address, we require the plan to show the direction of North, two road names (where this is possible) and we also require the plan to be shown in context with other properties, landmarks or roads. Also, we are unsure what the large red rectangle is supposed to represent - the key states boundary but we do not know what is meant by this as it is shown as a large block of land. This is not an acceptable way of identifying the site address. Please submit an alternative location plan.  
There is a discrepancy with the canopy porch not shown on the side elevations. As we require all submitted plans to correlate with one another. Please submit amended plans having resolved the outstanding validation issue.

You can send the information by email to: [development.control@charnwood.gov.uk](mailto:development.control@charnwood.gov.uk)

You may find it helpful to complete the national and local planning application requirements checklist to see what is necessary to accompany an application. This can be found alongside the relevant form on our website: <http://www.charnwood.gov.uk/pages/downloadableforms>



Telephone: 01509 263151

Email: [information@charnwood.gov.uk](mailto:information@charnwood.gov.uk)

Visit us at [www.charnwood.gov.uk](http://www.charnwood.gov.uk)

**Please note that if the requested information is not received within seven days of the date of this letter your application will be withdrawn.**

Due to the constraints of home working and other Coronavirus-related pressures, it could be up to five working days before we can action your response.

Yours faithfully  
Signature1234567890  
Validation Team