

**DIRECTORATE OF LAW,  
PLANNING AND ADMINISTRATION**



**Rochford District  
Council**

**Shaun Scrutton**  
**BSc(Hons), Dip TP, MRTPI, IHBC, MBA,**  
**MCFI**  
Head of Planning Services

My Ref: **05/00569/FUL**  
Your Ref :

Council Offices  
South Street  
Rochford Essex  
SS4 1BW

Please ask for: **Miss Natalie Dowson**  
Ext:

Telephone: 01702 546366  
DX 39751 Rochford  
Facsimile: 01702 318181

**Email:** [planning.applications@rochford.gov.uk](mailto:planning.applications@rochford.gov.uk)

Date: 11th July 2005

Application No:	<b>05/00569/FUL</b>
Applicant:	<b>Mr D Patel</b>
Site Location:	<b>130 High Street Great Wakering Southend-On-Sea</b>

Dear Sir/Madam

**Town & Country Planning Act 1990 (as amended)**

**Town & Country Planning (General Development Procedure) Order 1995 (as amended)**

I am writing with reference to your recent planning application, received on 30th June 2005, for development at the above site. An initial check has identified the application as being invalid and I would therefore be grateful if you would give your attention to the matter(s) detailed below:-

- 1 Please provide at least 4 copies of a Location Plan (\*preferably Ordnance Survey based) to an appropriate metric scale (eg. 1:1250 or 1:2500) with the application site edged in red and any other land in the ownership or control of the applicant edged in blue.

\*Ordnance Survey extracts are available from this Authority at a cost of £29.17 (including VAT) for six copies, or from other Ordnance Survey agents (see local business directories under "Maps and Charts").

- 2 Please provide at least 4 copies of a Block Plan to an appropriate metric scale (eg. 1:200 or 1:500) showing the proposed development in relation to the application site boundaries and surrounding properties.

I have retained the submitted documentation and would request that you provide the information/details required as soon as possible, so that I may formally register the application and begin to consider your proposal more fully.

Yours faithfully,



INVESTORS IN PEOPLE



**Head of Planning Services**

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