

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

SCHEDULE 1

Articles 10 and 35

Letter to be sent to applicant on receipt of application

TOWN AND COUNTRY PLANNING ACT 1990

Letter to be sent by a local planning authority when they receive an application for planning permission or for a certificate of lawful use or development

Thank you for your application dated
which I received on

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, by (*insert date at end of period of, in the case of applications for major development, 13 weeks, or in all other cases, 8 weeks, beginning with the day immediately following the date when the application was received*) you have not been given a decision in writing and:

- you have not been told that your application is invalid; or
- * you have not been told that your fee cheque has been dishonoured; or
- you have not agreed in writing to extend the period in which the decision may be given,

then you can appeal to the Secretary of State under section 78/section 195* of the Town and Country Planning Act 1990. This does not apply if your application has already been referred to the Secretary of State. You must use a form which you can get online at www.planningportal.gov.uk/pcs or from the Planning Inspectorate at Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN. If you appeal:

- you should appeal within 6 months from [*insert date at end of period of, in the case of applications for major development, 13 weeks, or in all other cases, 8 weeks, beginning with the day immediately following the date when the application was received ("the relevant date")*] , or
- if an enforcement notice relating to the same or substantially the same land and development as in your application has been served before [*insert the relevant date*] (but no earlier than 2 years before your application) and has not been withdrawn, you should appeal within 28 days from [*insert the relevant date*], or
- if an enforcement notice relating to the same or substantially the same land and development as in your application is served on or after [*insert the relevant date*] but no later than [*insert date that is 28 days before expiry of 6 months from the relevant date*] and has not been withdrawn, you should appeal within 28 days from the date on which the enforcement notice is served

*delete where inappropriate