



The Planning Inspectorate

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Your Ref: 869/APP/2015/3705

Our Ref: APP/R5510/X/16/3142533

Mr Stephen Volley
London Borough of Hillingdon
Planning Appeals Manager
3N/07 Civic Centre
High Street
Uxbridge
Middlesex
UB8 1UW

19 January 2016

Dear Mr Volley,

Town and Country Planning Act 1990
Appeal by Mr Emdadur Rahman
Site Address: 84 Cowley Mill Road, Uxbridge , UB8 2QD

We have received Lawful Development Certificate Appeal forms and documents for this site. I am the case officer, if you have any questions about the appeal, please contact me. The Inspector appointed to determine the appeal is Paul Freer BA (Hons) LLM MRTPI.

We have checked the papers and confirm that the appeal is valid. If we later find out that this is not the case, I will write to you again.

The procedure and starting date

The appellant has requested the written representations procedure. We have applied the criteria and initially consider that this procedure is suitable so the appeal will proceed on this basis. We welcome your views if consider an alternative procedure would be more suitable.

The date of this letter is the starting date for the appeal. The timetable for the appeal begins from this date.

Site Visit

Provisionally the Inspector intends to visit the site on the 23 March 2016, as an accompanied visit. We will write to you in due course to confirm the arrangements.

Appeal Timetable

The following documents must be sent within this timetable.

By 2 February 2016

You must notify occupiers of properties near the appeal site and any other persons who, in your opinion, are affected by the appeal including the details set out within our model notification letter found at <https://www.gov.uk/government/publications/model-notification-letter-for-certificate-of-lawful-use-appeals>

The deadline for interested parties to submit comments is 26 February 2016.

You must also make sure that the appellant(s) and I are sent a copy of your completed appeal questionnaire and supporting documents, including a copy of your notification letter and a list of those notified.

By 1 March 2016

Please send me 2 copies of your statement. I will send a copy of your statement to the appellant(s) and send you a copy of their statement.

By 22 March 2016

You and the appellant(s) must submit any final comments you and they have

on each other's statement and on any comments from interested people or organisations. You must not send your final comments instead of, or to add to your statement. No new evidence is allowed at this stage. I will send you a copy of the appellant's final comments at the appropriate time.

Keeping to the timetable

You must keep to the timetable set out above and make sure that you send us the relevant documents within these deadlines. This will mean that we can deal with the appeal promptly and fairly. If you do not send us the relevant documents in time, the Inspector will not normally look at them and we will return them to you unless there are exceptional reasons for accepting them. You should note the details of the timetable because we will not send any reminders.

Withdrawing the appeal

If you hear that the appeal(s) is to be withdrawn, please telephone me immediately. If I receive written confirmation of this from the appellant(s), I will write to you.

Costs

Costs can be awarded in this type of appeal and details can be found at <http://planningguidance.communities.gov.uk/blog/guidance/appeals/>. We recommend that you read this guidance.

Further information

Further information about the appeals process can be accessed at <https://www.gov.uk/>

[government/publications/certificate-of-lawful-use-or-development-appeals-procedural-guide](#) and we recommend that you read the relevant guidance.

Please quote the full appeal reference number on all correspondence you send us. Details on communicating with us electronically can be found within our appeals guidance.

Yours sincerely,

Nicola Davison

Nicola Davison

Where applicable, you can use the internet to submit documents, to see information and to check the progress of cases through the Planning Portal. The address of our search page is - www.planningportal.gov.uk/planning/appeals/online/search