

Mr Michael Crofton-Briggs
Planning Control and Conservation
Planning Services
Oxford City Council
Ramsay House
10 St. Ebbe's Street
Oxford OX1 1PT

2 December 2008

Dear Mr. Crofton-Briggs

Application No. 08/02439/FUL: Replacement Garage, Croft Hall, The Croft

We have examined this application, which consists mainly of amateur perspective sketches, and request you to classify it as an Invalidated Application because it does not provide the information described in the document 'Validation of Planning Applications: Guidance for Local Authorities'.

The information required under paragraph 40 of that document includes:

- (a) A site plan showing a number of items listed in sub paras a - g,
- (b) Existing and proposed elevations,
- (c) A Design and Access Statement which should note in this instance that the proposed garage is adjacent to a listed building.

We look forward to hearing from you.

Yours sincerely

Stella Welford
Hon. Secretary

Copies to: Councillor David Rundle
Councillor Ruth Wilkinson
Oxford Preservation Trust
Oxford Civic Society