

<name and address>

**Date of decision:** <date>

TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED)  
(DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND) ORDER 2015  
**PLANNING PERMISSION REFUSED**

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**Application Number:** <application numbers>

**Date your planning application was submitted:** <date>

**Site location:** <address>

**Description:** <For example: *Demolition of the existing garage and outbuilding, and erection of a single-storey rear and side extension, with first and second floor rear dormers within the existing roof pitch. Excavation of garden to accommodate the rear extension with remodelling as shown in drawings.*>

**Plans that this decision was based on:** <Insert plan numbers>

**Application submitted by:** <name>

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**Reasons for refusal**

1. <Enter reason for refusal 1>

**Relevant policy:** <For example: *Policies DM1 and DM32 of the Maidstone Borough Local Plan 2017*>

2. <Enter reason for refusal 2>

**Relevant policy:** <For example: *Policies DM1 and DM32 of the Maidstone Borough Local Plan 2017*>

## **How the planning department makes decisions**

<Insert content about NPPF and any pre-application service, for example:>

*Our decisions are guided by the National Policy Planning Framework (NPPF). While proposed developments must satisfy that legislation, we aim to engage with applicants positively for a successful outcome wherever possible. To help with new applications, we offer a pre-application advice service, where we can discuss proposals and any issues that may arise.*

**Kind regards**

**<name of planning contact>**

**<Name of council>**

## WHAT TO DO WHEN A HOUSEHOLDER PLANNING APPLICATION IS REFUSED

If your planning application is refused but you still want to pursue it, contact your local planning department.

If you think you could make changes that resolve the reasons for refusal, you may be able to amend your application and submit it again.

### Amending your planning application

If you think you could change your application to respond to the reasons for refusal, contact us about what to do next. We can give you more information about deadlines and any fees for submitting an amended application.

<insert planning department contact details>

### Appealing to the Planning Inspectorate

If you think the decision to refuse your application was incorrect, you may want to appeal to the Planning Inspectorate, which is an independent and impartial body.

If you want to appeal, the deadline is 12 weeks from the date on the decision letter, or 4 weeks if you've received an enforcement notice. Around 1 in 3 appeals is successful.

You'll need some documents to hand, so before you start, read the guidance at:

[www.gov.uk/appeal-householder-planning-decision](http://www.gov.uk/appeal-householder-planning-decision)

To start your appeal online visit:

[www.gov.uk/appeal-planning-inspectorate](http://www.gov.uk/appeal-planning-inspectorate)

If you're unable to complete your appeal online call the Planning Inspectorate helpline on 0303 444 5000 (charged at a local rate).