



## **RIBBLE VALLEY BOROUGH COUNCIL**

please ask for: Adrian Dowd  
direct line: 01200 414513  
planning fax: 01200 414487  
my ref: NC2/3/2016/0286  
your ref:  
date: 05 April 2016

**Council Offices**  
Church Walk  
CLITHEROE  
Lancashire BB7 2RA

Switchboard: 01200 425111  
Fax: 01200 414487  
[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

Applicant: Mr David Aspden  
Planning Application No: 3/2016/0286  
Grid Ref: 377494 446541  
Proposal: To replace wooden windows with sash uPVC windows at Riverside Cottage.  
Location: Riverside Cottage Sawley Road Sawley Clitheroe BB7 4NH

Dear Sir/Madam

An application for planning permission for the development above has been made to the council. The plans may be viewed either on line at the Council website [www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk) or you may view them on line at these offices between 8.45am and 5.00pm on Mondays to Fridays. Please be aware that the majority of planning applications are determined under the Council's Delegation Scheme which can also be viewed on the Council's website and not by the Planning and Development Committee.

Any representations you make about the proposal should be in writing and received within 21 DAYS of the date of this letter. Your letter will be recorded but here will be no formal acknowledgement. You may be able to speak at the Planning and Development Committee meeting that considers this application, dates of Committee meetings are printed overleaf, for further information on public participation please contact Olwen Heap on 01200 414408. This must be done before 12 noon on the day of the meeting.

Under the provisions of the Local Government (Access to Information) Act 1985, any representations received will be available for inspection at any time during the application process. Such representations will also be placed before the Committee unless the application has been determined under delegated powers.

Yours faithfully

A handwritten signature in black ink, appearing to read 'John Heap'.

on behalf of  
DIRECTOR OF COMMUNITY SERVICES

To the Owner and/or Occupier  
Consultation

**\*\*HOUSEHOLDER APPLICATIONS** – In the event of an appeal against the decision of this Council on planning applications classified as Householder Applications or Minor Commercial Applications there will not be an opportunity to send any further written comment to The Planning Inspectorate.

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For information regarding the Planning & Development Committee meeting cycle 2014/2015 please refer to website  
<https://www.ribblevalley.gov.uk>

### **NOTES**

- You are advised to visit the Development Department to inspect the plans and fully assess the proposals. If you are unable to inspect the plans at the Council Offices plans may be available at the local Parish or Town Council.
- All applications are treated on their individual merits. If the application is a resubmission you **WILL** need to make new representation.
- Although all representations will be noted only material planning considerations are valid objections.

#### **Examples of material considerations**

- loss of light
- highway safety
- noise disturbance

#### **Examples of non-material considerations**

- loss of view
- devaluation of property