



Planning Department
Hinckley & Bosworth Borough Council
Hinckley Hub, Rugby Road
Hinckley, Leicestershire
LE10 0FR

Our Ref: 70119528

15 March 2024

Dear Sir/Madam,

TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED) FULL PLANNING APPLICATION FOR THE CHANGE OF USE AT UNIT 1 SKETCHLEY MEADOWS, BURBAGE, HINCKLEY, LEICESTERSHIRE, LE10 3EN

On behalf of our client Royal Mail, we have prepared and submitted an application for full planning permission for the development described below via the planning portal (PP Reference: PP-12814244).

“Change of use of existing building from general industrial building to B8 warehouse/storage and distribution use, minor external alterations, erection of perimeter fencing and reconfiguration of existing vehicle parking areas.”

In addition to this cover letter, please find enclosed the following documents to support this change of use application:

- Application Form and Certificates;
- Planning Statement;
- Site Location Plan (Ref: RMHDO-WBA-SI-00-DR-A-PL00);
- Existing Site Plan at 1:200 (Ref: RMHDO-WBA-SI-00-DR-A-PL002);
- Existing Plans and Elevations at 1:100 (Ref: RMHDO-WBA-EB-ZZ-DR-A-PL004-P1);
- Proposed Site Plan at 1:200 (Ref: RMHDO-WBA-SI-00-DR-A-PL003-P1);
- Proposed Plans and Elevations at 1:100 (Ref: RMHDO-WBA-EB-ZZ-DR-A-PL005-P1);

According to The Town and Country Planning (Development Management Procedure) (England) (Amendment) Order 2013, article 4, paragraph 4(d) states that a design and access statement is not needed for an application for planning permission which is for a material change in use of the land or buildings. As a result of this a design and access statement has not been submitted with this application.

The planning application fee of £642.00 has been paid via the planning portal.

I trust the above is helpful, and that you have sufficient information available to enable the Planning Application to be validated and determined within the statutory timeframe.

If you have any questions or require further information, please do not hesitate to contact me.



Yours Faithfully,

A handwritten signature in black ink that reads 'Amy James'. The signature is written in a cursive, flowing style.

Amy James
Associate Director