

**Planning History Archive Search**

**Pre April 1974**

Please use this form if you wish to request a Planning History Archive Search. This is required for all history searches before April 1st 1974. More recent Planning History is provided in a report format from Customer Services without the need for this form.

Please clearly identify the site address below. If you are unsure of the address, please provide a marked location plan.

In the interest of speed and cost efficiency, we will reply using email where an email address has been provided.

We will respond within 20 working days of receipt of this form.

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| --- | --- |
| **1. Your Name and address:****---------------------------------------------------------------****---------------------------------------------------------------****---------------------------------------------------------------****---------------------------------------------------------------****---------------------------------------------------------------****Tel no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **2. Full Address of site:****---------------------------------------------------------------------****---------------------------------------------------------------------****---------------------------------------------------------------------****---------------------------------------------------------------------****---------------------------------------------------------------------****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **3. Details of information required.** (See Options on Page 2)**----------------------------------------------------------------------------------------------------------------------------------------****----------------------------------------------------------------------------------------------------------------------------------------****----------------------------------------------------------------------------------------------------------------------------------------****----------------------------------------------------------------------------------------------------------------------------------------****----------------------------------------------------------------------------------------------------------------------------------------****-----------------------------------------------------------------------------------------------------------------------------------------** |

# Options

We will provide a report with the following information, subject to availability.

* Case Type - Appeal or Development Control
* Reference No – Planning Case reference number
* Date Opened – the date the application was opened for consideration
* Description and site address – details of the proposed application
* Closed Date – the date the application was determined and closed
* Outcome – what was the outcome of the application

For any additional information or documents, please confirm those requirements.

To Submit the Request

Please email to: csplanningdesk@reigate-banstead.gov.uk

Or by post to:

Reigate and Banstead Borough Council
Customer Services
Town Hall
Reigate
Surrey
RH2 0SH

We will then process the application and respond in writing/email within 20 days.

***Office Use***

|  |  |  |
| --- | --- | --- |
| ***Date Rcd:*** | ***Advisor initials:*** | ***Response Date:*** |