

Planning and Economic Growth

matthew savory
29 Nutbourne Road
Farlington
Portsmouth
PO6 1NP

Civic Offices
Guildhall Square
Portsmouth
PO1 2AU

Phone:

Our Ref: 20/00924/HOU
Your Ref: 29 nutbourne road

15th December 2020

Dear Sir/Madam

LOCATION: 29 Nutbourne Road, Portsmouth, PO6 1NP, ,

PROPOSAL: Construction of single storey rear extension **(20/00924/HOU)**

I would advise you that your **planning application** for the above proposal cannot be registered as the following information is required. If you consider the location or description shown does not accurately describe the proposal, please contact me as soon as possible.

- 1) It is a requirement that all drawings are accompanied by scale bars for every sized used. Please resubmit your drawings with the appropriate scale bar(s) included.
- 2) Both side elevations required for existing and proposed plans
- 3) Room labels on floor plans required

I would be pleased if you could take the appropriate action as indicated above and forward the required details as soon as possible.

PLEASE NOTE: under new guidelines if we do not receive the required information within 28 days your application will be returned to you.

If you require further information or assistance please do not hesitate to contact me on and I shall be pleased to help. If you bring the required details by hand please leave at the City Help Desk on the ground floor of the Civic Offices.

Yours faithfully

Sarah Lyner

