

The Occupier

**Planning and Economic Growth**

Civic Offices  
Guildhall Square  
Portsmouth  
PO1 2AU

Phone: 0121 234 1300  
[planning.reps@portsmouthcc.gov.uk](mailto:planning.reps@portsmouthcc.gov.uk)  
Our Ref: 20/00957/FUL

29th December 2020

Dear Sir/Madam

LOCATION: 38 Lawrence Road Southsea PO5 1NY

PROPOSAL: Change of use from C4 (multiple occupation) to mixed C3 (dwelling house) and C4 (multiple occupation) use. **(20/00957/FUL)**

The above planning application has been received by the City Council, you are advised to familiarize yourself with the plans to ensure that you understand what is being proposed. The property is already a house in multiple occupancy and this application seeks permission to use it either as a HMO or a single dwelling house without the need for further permission.

You can look at a copy of the application and plans and comment online within 3 working days following this link [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk) you can also track the progress of the application via this link. ***Unfortunately, due to the current restrictions because of the COVID 19 virus our offices are not open to the public. If you are unable to access the plans online please contact 02392 834339 and we will send paper copies of the plans. Please note this is a voicemail service, please provide the application reference number, your address and your contact telephone number. We will only hold this on a database until the application has been determined.***

Guidance notes on how to make comments/speak at committee are available online using the above link, if you are unable to access this website please contact the above telephone number to obtain a paper copy. Please note that you will not be notified of the application going to Committee unless you have requested to speak at the committee, you can track the application using the link above or contact the Planning Service.

Your views must be received by **13 February 2021** your response will not be acknowledged but will be displayed on the website. The Local Government (Access to Information) Act 1985 allows all comments to be seen by the public, including the applicant(s). ***The Council's Development Management service has made revisions to its own consultation and engagement process by changing the formal statutory consultation period for inviting comments on planning***

*applications, from the statutory minimum 21 days (3 weeks) to 42 days (6 weeks). It is recognised that, at this time, there are concerns that individual householders may be less likely to be aware of planning applications in their neighbourhood due to their inability (particularly if they are self-isolating or shielding) to leave their property and view site notices. Furthermore case officers (including specialist consultees) may need to undertake case by case risk assessment prior to undertaking any site visit to ensure the protection of their wellbeing and others. These revised processes will be reviewed as lockdown restrictions become relaxed or removed.*

As your letter will be displayed on the website, you may wish to print rather than sign your name and not include telephone numbers, however, before publishing we will take all reasonable steps to remove personal telephone numbers, email addresses & signatures.

The Ward Councillors for the site are listed below.

#Councillor Steve Pitt C/o Members Room Civic Offices Guildhall Square  
(07966) 763635

Councillor George Fielding C/o Members Room Portsmouth City Council Civic Offices

#Councillor Suzy Horton C/o Members Room Portsmouth City Council Civic Offices  
(07973) 269105

*#Member of Planning Committee*

The case officer who will be dealing with this application is **Cris Lancaster** and can be contacted on 0121 234 1300.

Yours faithfully

Cris Lancaster  
Planning Case Officer