

Planning and Economic Growth

Adam Perrott
41 Mayles Road
Southsea
PO4 8NP

Civic Offices
Guildhall Square
Portsmouth
PO1 2AU

Phone:

Our Ref: 20/01038/HOU
Your Ref: 41 MAYLES ROAD PO4
8NP

18th December 2020

Dear Sir/Madam

LOCATION: 41 Mayles Road, Southsea, PO4 8NP, ,

PROPOSAL: Re-roof the existing extension including a roof-light; replace some internal walls with steel beams; and prepare a new toilet room for a macerating toilet.
(20/01038/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) You are required to have a scale bar or dimensions on each drawing to allow the confirmation of the stated scale. Please review and amend accordingly
- 2) Please provide the side elevations showing the proposal/alterations. Please submit this at a stated standard metric scale such as 1:50 or 1:100, with a scale bar or dimensions annotated to allow the confirmation of the scale

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

