

Planning and Economic Growth

Mr Andy Horwood
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Welwyn Garden City
AL7 1GB

Civic Offices
Guildhall Square
Portsmouth
PO1 2AU

Phone:

Our Ref: 20/01011/FUL
Your Ref:
2339_Copnor_Extension

29th December 2020

Dear Sir/Madam

LOCATION: Tesco's, 241 Copnor Road, Portsmouth, PO3 5EE,

PROPOSAL: Installation of Modular Extension With Insulated Prefabricated Panel Walls and Metal Roof Deck **(20/01011/FUL)**

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) A proposed four elevation drawing of the modular extension is required at a scale of 1:100 or 1:50, including dimensions or a scale ruler. (Clearly needs to show all windows and doors without fencing in the way).
- 2) An existing four elevation drawing of the structure is required at a scale of 1:100 or 1:50, including dimensions or a scale ruler.

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

Maggie Foley

