

Planning and Economic Growth

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Civic Offices
Guildhall Square
Portsmouth
PO1 2AU

Phone:

Our Ref: 20/01091/HOU
Your Ref:

29th December 2020

Dear Sir/Madam

LOCATION: 1 Elmwood Road, Portsmouth, PO2 9QL, ,

PROPOSAL: Construction of rear extension and two storey side extension
(20/01091/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) The proposed side elevation does not match the floor plan. Please amend accordingly

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