

Noel Hart  
22 Prince Consort Drive  
Ascot  
SL58AW

4th January 2021

Dear Sir/Madam

**Town and Country Planning Act 1990 (as amended)**

**APPLICATION NO:** 20/01024/FUL/ADDINF

**DESCRIPTION:** Erection of single storey side extension following demolition of existing car port.

**LOCATION:** 5 Saddlers Mews Ascot Berkshire

I am in receipt of your planning application in respect of the above proposal. Before the application can be validated, the following matters require attention:-

- 1 Please submit a block plan of scale 1:200 or 1:500 that details the proposed development in relation to the existing buildings, the position and use of any other buildings within the property boundary, and the position and width of any adjacent streets.

Please note one further reminder will be sent out after 2 weeks, if I do not receive the requested information within 1 month from the date of this letter, I will have no alternative but to close this application off and no further action will be taken. Should this occur 25% of the planning fee will be retained to cover admin costs.

If you require further assistance, please do not hesitate to call me.

Yours faithfully

***Laura Tyler***

Clerical Assistant  
Planning Transport and Countryside  
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**PLACE PLANNING AND REGENERATION**

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