

FAO Mr George Gregory  
65 Ebery Grove  
PO3 6HG

**Planning and Economic Growth**

Civic Offices  
Guildhall Square  
Portsmouth  
PO1 2AU

Phone:

Our Ref: 20/01196/FUL  
Your Ref:

7th January 2021

Dear Sir/Madam

LOCATION: 51 Cedar Grove, Portsmouth, PO3 6HH, ,

PROPOSAL: Construction of single storey rear extension and roof conversion  
**(20/01196/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) The naming of the proposed elevations are required to be proposed. Please review.

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