

Your ref:	Canal House Decking	Please reply to:	Christina Sriramula
Our ref:	20/08193/FULL	Tel No:	07866033879
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mr james pople pople associates unit 2 springhill orchard weirwood forest row RH18 5HT			Incomplete Applications Development Planning City of Westminster PO Box 732 Redhill, RH1 9FL
			31 December 2020

Dear Sir / Madam

TOWN AND COUNTRY PLANNING ACT 1990
PLANNING (LISTED BUILDINGS & CONSERVATION AREAS) ACT 1990

Address: 120 Lisson Grove, London, NW8 8LB

Proposal: Erection of flat roof extension to form rear entrance porch shelter and raised decking area with handrail and balustrade.

Thank you for your application received on 22 December 2020. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 Please provide a survey of trees on the site and trees located on land adjacent to the site (including street trees) that may be affected by the development. You should include a plan showing the position, branch spread and species of each tree. You should indicate which trees are to be removed, and which are to be retained and any works you propose to carry out on the trees being retained. You should provide evidence from an arboriculturist and/ or other appropriate expert to support any works proposed because of the condition of existing trees.

INFORMATIVE

Additional information and advice on proposals for works to trees are available from:

- the Council's Tree Section on tel. nos. 020 7641 7761 or 020 7641 2922.
- Westminster City Council's Guidance Notes relating to Trees in Conservation Areas or Protected by Tree Preservation Orders at the following website:
http://www.planningportal.gov.uk/uploads/1app/guidance/guidance_note-works_to_trees.pdf

Details of tree contractors approved by the Arboricultural Association are available at the following website:

<http://www.trees.org.uk/find-a-professional/Directory-of-Tree-Surgeons>

0 *Please collate all requested information in a single submission, and send to planningreception@westminster.gov.uk. Sending your documents individually will not speed up the process. Please do not upload to the planning portal as this causes duplication and may delay the processing of your application. Thank you.*

Please forward this information to the above email address by **28 January 2021**. Please do not forward the requested information separately, as your application will only be progressed when ALL requested information has been received. Please send revised/new information to the email address, not via the planning portal.

The description of development may have been changed to better reflect the proposed works, if you do not agree that this accurately reflects your proposals, please provide an amended description of development when you respond to the above.

If we do not receive this information within four weeks of this notification we shall take no further action on your application. If you require longer than four weeks to submit the revised information, please contact us.

If you'd like to make a payment, please call: 020 7641 6500, or for general enquiries call: 07890380503. **Please note, for queries relating to this case, please refer to the officer dealing with your case: details at top of the letter.**

Yours faithfully

Christina Sriramula

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Note - Please read our Privacy Notice online <https://www.westminster.gov.uk/privacy-notice-planning>

