

Your ref:	20-354-00	Please reply to:	Fraser Fikrie
Our ref:	21/00144/FULL	Tel No:	0753424 7967
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Simone de Gale Architects		Incomplete Applications	
No.2 Eaton Gate		Development Planning	
Belgravia		City of Westminster	
London		PO Box 732	
SW1W 9BJ		Redhill, RH1 9FL	
United Kingdom		12 January 2021	

Dear Sir / Madam

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

Address: Basement And Ground Floor Maisonette, 105 Ebury Street, London, SW1W 9QU,

Proposal: Installation of two skylights to the roof of basement extension. (Linked to 21/00145/LBC)

Thank you for your application received on 11 January 2021. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 Please revise your certificate of ownership B to serve notice to the flats in the building and include their details in your ownership certificate.
- 2 Some or all of the drawings submitted with your application do not include a scale bar, please amend. This is required as we have moved to an electronic way of working and no longer print paper copies of drawings.

Please forward this information to the above email address by **9 February 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

Fraser Fikrie

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