

Mr Ben Williams
Ben Williams Home Design and
Architectural Services
20 The Marlestones
Old Town
Swindon
Wiltshire
SN1 4NA

7th December 2020

Dear Sir/Madam

Town and Country Planning Act 1990 (as amended)

APPLICATION NO: 20/01000/FUL/ADDINF

DESCRIPTION: Erection of first floor extension, two storey extensions to rear and side, single storey side extension and canopy to front.

LOCATION: Delrena The Splash Warfield

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 The single storey side extension shown on the elevations appears incomplete. Please could you amend the drawings to show.
- 2 Please confirm that none of the proposed development (including roof overhang) will encroach onto the neighbouring property. If your proposed development encroaches onto the neighbouring property you are required to serve notice, in addition to this you will be required to submit an amended section 25 (Certificate B) of the application form to reflect this.

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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direct line; 01344 351625

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