



Your ref:	Somerset Hotel	Please reply to:	Fraser Fikrie
Our ref:	21/00385/FULL	Tel No:	0753424 7967
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mr Chris Pring Hodgkinson Design 29 Alexander Street London W25NU		Incomplete Applications Development Planning City of Westminster PO Box 732 Redhill, RH1 9FL	
26 January 2021			

Dear Sir / Madam

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

Address: 6 - 7 Dorset Square, London, NW1 6QA,

Proposal: Installation of a lift between ground floor, basement and proposed sub-basement levels; repairs to facade - replacement of bulging brickwork with perpendicular brickwork ; excavation of new sub-basement; addition of new external stairs in front light well for emergency exit; layout alterations; and associated works. (Linked to 21/00386/LBC)

Thank you for your application received on 22 January 2021. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 In accordance with part A. 2. b) of Policy CM28.1 of Westminster's City Plan, please submit a signed proforma of Appendix A of the council's Code of Construction Practice, to confirm that you will comply with the relevant parts. Please note that this does not need to have been approved by the Environmental Inspectorate at this stage. A copy of Appendix A and further details of the code of construction practice can be found on our website: <https://www.westminster.gov.uk/application-forms>.
- 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 **23 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>