

MRS VALENTINA ANTONIUC  
HAUS FRAME  
6 Simmonds Close  
Bracknell  
RG42 1FL

12th February 2021

Dear Sir/Madam

**Town and Country Planning Act 1990 (as amended)**

**APPLICATION NO:** 21/00089/FUL/ADDINF

**DESCRIPTION:** Erection of part single and first floor side extension and conversion of garage to habitable room

**LOCATION:** 20 Mansfield Place Ascot Berkshire

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 Please can you provide both of the side elevations. If they are not drawn to scale then please could you annotate all measurements.

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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**PLACE PLANNING AND REGENERATION**

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