

Mr Adam Place  
ET Planning  
200 Dukes Ride  
Crowthorne  
RG45 6DS

10th March 2021

Dear Sir/Madam

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

**APPLICATION NO:** 21/00218/FUL/ADDINF

**DESCRIPTION:** Demolition of existing buildings and erection to 2 no. replacement dwellings

**LOCATION:** Blackthorn Cottage Chawridge Lane Winkfield

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 There are no roof plans for the proposed dwellings with the floor plans or the site plan. Please can you provide scaled roof plans.

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

***Tracy Marlow***

Planning Support Manager  
Planning Transport and Countryside  
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**PLACE PLANNING AND REGENERATION**

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