

Planning and Economic Growth

RR Planning Ltd
FAO Haris Kasuji
Otley Road
Headingley
Leeds
LS6 4BA

Civic Offices
Guildhall Square
Portsmouth
PO1 2AU

Phone:

Our Ref: 21/00002/FUL
Your Ref: Portsmouth GDK Extract

5th March 2021

Dear Mr Kasuji

LOCATION: 213-215, Commercial Road, Charles Dickens, Portsmouth, PO1 4BJ

PROPOSAL: Installation of extraction/ventilation equipment to rear and roof of 213-215 Commercial Road **(21/00002/FUL)**

I would advise you that your **planning application** for the above proposal cannot be registered as the following information is required. If you consider the location or description shown does not accurately describe the proposal, please contact me as soon as possible.

- 1) Site Location plan - scale bar

It is a requirement that all drawings are accompanied by scale bars for every sized used. Please resubmit your Site Location plan at scale 1:1250 with the appropriate scale bar(s) included.

I would be pleased if you could take the appropriate action as indicated above and forward the required details as soon as possible.

PLEASE NOTE: under new guidelines if we do not receive the required information within 28 days your application will be returned to you.

If you require further information or assistance please do not hesitate to contact me and I shall be pleased to help. If you bring the required details by hand please leave at the City Help Desk on the ground floor of the Civic Offices.

Yours sincerely

Sheila Clarke
Technical Validation Officer

