

**Planning and Economic Growth**

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Our Ref: 21/00092/FUL &  
21/00093/ADV  
Your Ref: SD Portsmouth

22nd March 2021

Dear Ms Sneedan

LOCATION: 248A-248B, Commercial Road, Portsmouth, PO1 1HH

PROPOSAL: External alterations to shopfront and upper floors to north-west elevation **(21/00092/FUL)**

PROPOSAL: Display of 1 internally illuminated fascia sign and 1 internally illuminated projecting sign **(21/00093/ADV)**

Further to our conversation this afternoon, I write in respect of the linked applications above. The Local Planning Authority advise that the two applications cannot be registered for the following reason:

- 1) Both the existing and proposed plans and elevations for each application include the following 'Do not scale off this drawings'. This text needs to be removed or clarification provided that the drawings can be scaled for planning purposes.

Further to our conversation it is also understood that an amended application form will be provided to incorporate the digital screen at ground floor level into application 21/00093/ADV. In addition, whilst not a validation requirement, further information will also be provided to clarify the nature of the changes at upper floor levels and proposed materials and finishes.

I would be grateful if you could consider the location and proposed description of development and advise if these do not accurately describe the proposal. Should the digital screen be incorporated in to the proposal, I would suggest the following description of development for 21/00093/ADV:

'Display of 1 internally illuminated fascia sign, 1 internally illuminated projecting sign, 1 digital display screen to shopfront'

**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 on 023 9268 8592 and I shall be pleased to help.

Yours sincerely

*Gary Christie*

Mr Gary Christie  
Principal Planning Officer