

**Planning and Economic Growth**

PLC Architects  
FAO Mr Jason Bonner  
Lansdowne House  
25-26 Hampshire Terrace  
Portsmouth  
PO1 2QF

Civic Offices  
Guildhall Square  
Portsmouth  
PO1 2AU

Phone: 023 9284 1048

Our Ref: 21/00161/HOU  
Your Ref: 85 Jenkins Grove

6th April 2021

Dear Mr Bonner

LOCATION: 85 Jenkins Grove, Portsmouth, PO3 6HE,

PROPOSAL: Construction of two, single-storey rear extensions. **(21/00161/HOU)**

Please accept my sincerest apologies for the delaying in validating your planning application.

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) **Existing Elevation Plan Required**

Please provide a plan drawn to a metric scale of 1:50 or 1:100 showing the existing elevations.

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 on 023 9284 1048 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.

Once again, I apologise for the delay in validating your application, The Local Planning Authority is dealing with a large backlog of applications received since April. This has been caused by the coronavirus pandemic, staff departures and the ongoing Solent nitrates issue, which prevented most new residential developments being approved.

To remedy this, we have recruited new staff, and outsourced the processing of many applications. Our processes have been changed to support the remote submission, registration and assessment of applications, and 'virtual' planning committees now allow approvals to be granted.

Yours faithfully

Hannah Goldsmith  
Planning Officer