

Matt Fox  
7 York Road  
Binfield  
Bracknell  
Berkshire  
RG42 5JY

13th April 2021

Dear Sir/Madam

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

**APPLICATION NO:** 21/00271/FUL/ADDINF

**DESCRIPTION:** Replacement of existing log cabin at the rear of the property.

**LOCATION:** 7 York Road Binfield Bracknell

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 As the log cabin is close to the boundary than please can you confirm whether or not it will encroach on the adjoining property (e.g. the overhang of roof). If it does encroach you will need to complete Certificate B instead of Certificate A on the application form. We also require the maximum height of the cabin and the height to the eaves. This can be annotated on one of the drawings that you have supplied. Do not submit the amended / additional information s via the planning portal. Please submit by email directly to myself.

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

***Sandra Chapman***

Technical Officer  
Planning Transport and Countryside  
email; [sandra.chapman@bracknell-forest.gov.uk](mailto:sandra.chapman@bracknell-forest.gov.uk)  
direct line; 01344 351195

**PLACE PLANNING AND REGENERATION**

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