

Mr Marcus Diamond
3 Cottesmore
Bracknell
Berkshire
RG12 7YL

9th April 2021

Dear Sir/Madam

Town and Country Planning Act 1990 (as amended)

APPLICATION NO: 21/00279/FUL/ADDINF

DESCRIPTION: Conversion of existing garage into habitable accommodation and internal alterations.

LOCATION: 3 Cottesmore Bracknell Berkshire

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 Please provide the proposed ground floor plan.
- 2 Maisonettes are treated differently to dwellinghouses, this means that a full application form is required rather than the householder form, please complete the full application form.

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

Martina Mackin

Technical Clerk
Planning Transport and Countryside
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direct line; 01344 351381

PLACE PLANNING AND REGENERATION

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