



Executive Director
George Gillespie BEng (Hons) CEng MICE

**Neighbourhoods, Regeneration
and Sustainability**
Glasgow City Council
Exchange House
231 George Street
Glasgow G1 1RX

Our ref: **INVALID APPLICATION ACKNOWLEDGEMENT**
GCC Application Ref: **21/02414/LBA**

3 August 2021

Mrs Carly Robertson
1 Westbourne Gardens
Glasgow
Scotland
G12 9XE

Dear Sir/Madam

SITE: 1 Westbourne Gardens Glasgow G12 9XQ

PROPOSAL: Installation of replacement windows and removal of security bars

Your application, **21/02414/LBA**, was received on **27 July 2021**, was incomplete and is invalid. Please give the point(s) on the attached sheet your immediate attention as the processing of your application cannot be started until the information required has been returned to us.

Please submit the additional information required within 21 days of the date of this letter. If you do not submit the additional information within 21 days, your application will be withdrawn.

Additional information must be submitted online to your existing proposal at <https://www.eplanning.scot/ePlanningClient/> by adding the Post Submission Additional Document form to your proposal, completing the form and uploading your attachments. Further guidance can be found at <https://www.eplanning.scot/ePlanningClient/UserGuide.aspx>.

The application will be considered with the address and description as shown above. If you are unhappy about either of these, or if you need assistance with the information required, please contact your case officer **Joanne Hattie** on direct phone **0141 287 6087**, to discuss the matter further.

Yours faithfully

A handwritten signature in black ink, appearing to read "Robert Barron".

Head of Planning and Building Standards

Encls.

ADDITIONAL INFORMATION REQUIRED FOR APPLICATION 21/02414/LBA

Your application is invalid. Please give the point(s) indicated below your immediate attention as the assessment of your application will not be started until the omissions have been remedied.

001 In order to assess the proposal, please provide a window schedule showing dimensions of all windows to be replaced. Please include details of windows astragal bars/horns etc.as applicable. Please provide full scaled drawings with a scale and scale bar of the elevations with the windows annotated to correspond with the window schedule. We must be able to link the schedule to the drawings/photographs provided.

