

Our Ref: 21/04198/HFUL  
Your Ref: Castell

28 September 2021



Mr Sebastian Walsh  
Hibbs and Walsh Associates Ltd  
53 High Street  
Saffron Walden  
CB10 1AR

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

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Dear Mr Walsh

**South Cambridgeshire District Council**  
**Application for Planning Permission**

Proposal: Single storey rear extension, conversion of loft space, insertion of front rooflights and rear dormer

Site address: 23 Cambridge Road Linton Cambridge Cambridgeshire

Your client: Mr & Mrs Castell

I have checked the above application received on 20 September 2021 and am currently unable to register it as a valid application as it does not meet the requirements detailed on our published validation checklist.

**What you need to do**

The following item(s) need your attention:

1. The red line plan includes land outside of the property boundary. Please confirm that the correct ownership certificate has been signed and if not submit a revised ownership certificate
2. Please can you resend the existing elevations as they were not clear
3. Please confirm in writing whether you agree with the above amended description.

If you are providing revised or additional documents please can you email them to [planning@greatercambridgeplanning.org](mailto:planning@greatercambridgeplanning.org) quoting your planning reference number.

**A decision on your application will be delayed**

Your application will not be registered or formally acknowledged until receipt of the above. Unfortunately this will inevitably delay determination of your client's application.

If the above has not been received before 12 October 2021 the documents may be returned to you and any fee paid refunded.

If you wish to discuss this request please contact me on the telephone number listed below.

Yours sincerely

Kayleigh Schmassmann  
Technical Support Officer

Email: [Planning@greatercambridgeplanning.org](mailto:Planning@greatercambridgeplanning.org)

Direct dial: 01954 713319