



Your ref:	30B Wimpole Street	Please reply to:	Zaynah Coowar
Our ref:	23/06814/LBC	Tel No:	07790387666
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mrs Andrea Merrington Howard de Walden Estates Ltd 23 Queen Anne Street London W1G 9DL		Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
		9 October 2023	

Dear Sir / Madam

TOWN AND COUNTRY PLANNING ACT 1990
 PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) ACT 1990

Address: 30B Wimpole Street, London, W1G 8YB,

Proposal: Installation of air conditioning units within an acoustic enclosure at roof level including secondary glazing windows throughout; Internal and external alterations and refurbishment; Other associated works. Linked with 23/06813/FULL

Thank you for your application received on 2 October 2023. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 We have emailed you separately on your linked lead application with full details of what information is required to make your applications valid.

Please forward this information to the above email address by **6 November 2023**. Please do not forward the requested information separately, as your application will only be progressed when ALL requested information has been received. Please send revised/new information to the email address, not via the planning portal.

The description of development may have been changed to better reflect the proposed works, if you do not agree that this accurately reflects your proposals, please provide an amended description of development when you respond to the above.

If we do not receive this information within four weeks of this notification we shall

take no further action on your application. If you require longer than four weeks to submit the revised information, please contact us.

If you'd like to make a payment, please call: 020 7641 6500, or for general enquiries call 020 7641 6000. **Please note, for queries relating to this case, please refer to the officer dealing with your case: details at top of the letter.**

Yours faithfully

Zaynah Coowar

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