

Our Ref: 23/04892/CL2PD
Your Ref: 16 Mill Lane Whittlesford

27 December 2023



Mr Leigh Graves
AHP Design Ltd
Unit 3
Goodwin Business Park
Newmarket
CB87SQ

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
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CB23 6EA

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Dear Mr Graves

**South Cambridgeshire District Council
Application for Certificate of Lawful Use or Development**

Proposal: Certificate of lawfulness under S192 for a Rear Dormer Loft Conversion and Replacement Windows

Site address: 16 Mill Lane Whittlesford Cambridgeshire CB22 4NE

Your client: Morgane Mulrenan

I have checked the above application received on 21 December 2023 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:

0. Please provide a location plan. Please ensure this is at a scale of 1:1250/1:2500 with 2 named roads, the site outlined in red and any adjoining land owned by the applicant outlined in blue, access to site, visibility splays, landscaping and car parking & open areas around buildings.

For an example of an acceptable location plan, please see:
https://ecab.planningportal.co.uk/uploads/1app/maps_plans_and_planning_apps.pdf

If you are providing revised or additional documents please can you email them to 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 11 January 2024 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

Ian Papworth
Technical Support Officer

Email: Planning@greatercambridgeplanning.org
Direct dial: 01954 713406