



Your ref:	22 Whitehall Kirkland Buildin...	Please reply to:	Mr Joshua Wilson
Our ref:	24/00121/NMA	Tel No:	
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Ms Emily Ahlers 10 Victoria Street Westminster London Greater London SW1H0NB United Kingdom		Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
		16 January 2024	

Dear Sir / Madam

TOWN AND COUNTRY PLANNING ACT 1990 : SECTION 96A (AS AMENDED BY SECTION 190 OF THE PLANNING ACT 2008)
 TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) (AMENDMENT No. 3) (ENGLAND) ORDER 2009

Address: 22 - 26 Whitehall, London, SW1A 2EG,

Proposal: Amendments to planning permission dated 7th September 2022 (RN:22/03718/FULL) for Installation of plant machinery at roof level of Kirkland House, with associated ducting, screening and infrastructure allowing safe access at 22 Whitehall only. Namely, the addition of an external intake louvre to the facade at lower ground floor level on an external wall, that faces in to the goods entrance.

Thank you for your application received on 9 January 2024. I am writing to inform you that your application is incomplete for the following reason(s):

1 Some or all of the drawings submitted with your application do not include a scale bar, please amend the drawings to ensure all drawings include a scale bar.

0 *Please collate all requested information in a single submission and send to planningreception@westminster.gov.uk. Sending your documents individually will not speed up the process. Please do not upload to the planning portal as this causes duplication and may delay the processing of your application. Thank you.*

Please forward this information to the above email address by **13 February 2024**. 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

Mr Joshua Wilson

Mr Joshua Wilson

Note - Please read our Privacy Notice online <https://www.westminster.gov.uk/privacy-notice-planning>