

Our Ref: 24/00109/HFUL
Portal Ref: PP-02400109

12 January 2024



Mr Stephen Friday
16 Willow Way
Hauxton
Cambridge
CB22 5JB

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

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Dear Sir/Madam

**Cambridge City Council
Application for Planning Permission**

Proposal: Single storey front and rear extensions.

Site address: 66 Teversham Drift Cherry Hinton Cambridge Cambridgeshire

Your client: Mr And Mrs Sattar

I have checked the above application received on 11 January 2024 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. A fee of £258 is required for this application. Please call 01223 457700 to make a card payment by telephone.
Please notify us once you have paid.
2. 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 26 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 faithfully

Vibodha Sanders
Technical Support Officer

Email: Planning@greatercambridgeplanning.org
Direct dial: 01954 713255