

Our Ref: 24/00140/HFUL  
Your Ref: Garage Addition

15 January 2024



THOMAS NIVEN  
3 Mills Lane  
Longstanton  
Cambridgeshire  
CB24 3DG

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

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Dear Sir/Madam  
NIVEN

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

Proposal: Addition of a new double garage and utility room attached to the side of the existing dwelling.

Site address: 27 Mills Lane Longstanton Cambridgeshire CB24 3DG

I have checked the above application received on 15 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. Please provide both existing and proposed floor plans, these plans must be drawn to scale and indicate the scale at which they were drawn and contain a scale bar.
2. Please provide both existing and proposed elevation plans of ALL elevations affected, we have only received elevation plans for the south facing elevation. These plans must be drawn to scale and have the scale at which they were drawn indicate thereon and also contain a scale bar.
3. The red outline on the location plan submitted has excluded the building, please provide an amended location plan which includes ALL of the site within the red outline.

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 application.

If the above has not been received before 29 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

Ian Papworth  
Technical Support Officer

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

Direct dial: 01954 713406