



Your ref:	SILVER CROSS - London - 17818...	Please reply to:	Mr Gregor Gault
Our ref:	24/00267/ADV	Tel No:	
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mrs Gillian Shepley Ashleigh Signs Ashleigh House Beckbridge Road Normanton WF6 1TE		Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
		19 January 2024	

Dear Sir / Madam

TOWN AND COUNTRY PLANNING (CONTROL OF ADVERTISEMENTS) (ENGLAND)
 REGULATIONS 2007

Address: 33 Whitehall, London, SW1A 2BX,

Proposal: Display of an externally illuminated projecting sign measuring 120cm x 82cm; four externally illuminated fascia signs, one measuring 30cm x 294cm, two measuring 24cm x 235cm, and one measuring 55cm x 400cm; four non-illuminated fascia signs measuring 225cm x 120cm, 100cm x 45cm, 61cm x 27.5cm, and 20cm x 78.4cm; and an internally illuminated menu case measuring 50cm x 37.7cm.

Thank you for your application received on 16 January 2024. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 Please provide metrically scaled existing and proposed section drawings that show the protrusion of any proposed signage in relation to the whole building. Please ensure these drawings feature scale bars.
 - 2 Please update the existing and proposed elevation drawings to include scale bars.
- 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 **16 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 Gregor Gault

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