



Your ref:	Flat 13, 192 Emery Hill Stree...	Please reply to:	Mr Anthony Perera
Our ref:	23/08364/CLEUD	Tel No:	07866034072
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mrs Victoria Scarth Flat 13 192 Emery Hill Street London SW1P 1PN United Kingdom		Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
		12 December 2023	

Dear Sir / Madam

TOWN AND COUNTRY PLANNING ACT 1990

Address: Flat 13, 192 Emery Hill Street, London, SW1P 1PN,

Proposal: Replacement of sash units with hardwood sash units and glazing bars, containing slimline double glazed units. (Flat 13 on the 2nd floor)

Thank you for your application received on 3 December 2023. I am writing to inform you that your application is incomplete for the following reason(s):

1 Please confirm:

- we have changed your description to better reflect your proposal:

Replacement of sash units with hardwood sash units and glazing bars, containing slimline double glazed units. (Flat 13 on the 2nd floor)

2 *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 **9 January 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 Anthony Perera

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