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|---|------------------|---|---------------------------------------|
| Your ref: | 8-10 GG - Lights | Please reply to: | Mr Joshua Wilson |
| Our ref: | 24/00757/FULL | Tel No: | |
| | | Fee Queries: | 0207 641 6500; |
| | | Email: | planningreception@westminster.gov.uk; |
| Miss Zoe Smythe DP9 Limited 100 Pall Mall London SW1Y 5NQ United Kingdom | | Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL | |
| | | 14 February 2024 | |

Dear Sir / Madam

TOWN AND COUNTRY PLANNING ACT 1990
 PLANNING (LISTED BUILDINGS & CONSERVATION AREAS) ACT 1990

Address: 8-10 Grosvenor Gardens, London, SW1W 0DH,

Proposal: Installation of emergency lighting to the rear escape staircase (Linked to 24/00758/LBC).

Thank you for your recent response to our email dated 9 February 20249 February 2024 requesting further information in respect of your application received on 6 February 2024. Regretfully I am writing to inform you that your application is still incomplete for the following reason(s):

- 1 Please be advised that this application is invalid.

Please see below.

1. The location plan submitted with your application does not identify the entire site/application building. Please provide a location plan based on an up-to-date map at a scale of 1:1250 which shows the direction of north and clearly shows the entire site outlined in red and any other land in the same ownership outlined in blue.

2. Please provide a plan that identifies the location of the escape staircase in context with the entire application site/building.

- 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 March 2024.

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

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