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| Your ref: | 147-149 Wardour Street | Please reply to: | Mr Anthony Perera |
| Our ref: | 24/00628/FULL | Tel No: | 07866034072 |
| | | Fee Queries: | 0207 641 6500; |
| | | Email: | planningreception@westminster.gov.uk; |
| Mr Susumu Shioya EDO Design & Construction Ltd. Unit D1B Up Bounds Green Industrial Estate Ringway London N11 2UD United Kingdom | | Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL | |
| | | 5 February 2024 | |

Dear Sir / Madam

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

Address: 147 - 149 Wardour Street, London, W1F 8WD,

Proposal: Installation of a new shopfront.

Thank you for your application received on 31 January 2024. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 Please can you provide the REF of the pervious application for exemption.
- 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 **4 March 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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Note - Please read our Privacy Notice online <https://www.westminster.gov.uk/privacy-notice-planning>