



Your ref:	5 RUTLAND GARDENS	Please reply to:	Fraser Fikrie
Our ref:	24/00681/LBC	Tel No:	0753424 7967
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mr Jon David Grainger Avis Appleton & Associates 11 Barmouth Road LONDON SW18 2DT		Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
		22 February 2024	

Dear Sir / Madam

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

Address: 5 Rutland Gardens, London, SW7 1BS,

Proposal: Internal layout alterations to Lower Ground, Ground and First Floors.

Thank you for your application received on 2 February 2024. I am writing to inform you that your application is incomplete for the following reason(s):

1 Please provide the following;

- Photos of the areas of the proposed work

2 - Additionally, for the purpose of simplifying the application could you provide a marked-up side-by-side comparison drawings as an appendix to the DAS to explain what the changes to the previously approved scheme are.

Please forward this information to the above email address by **21 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

Fraser Fikrie

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