

Development Services

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Officer: Melanie Watson
Ref: 17/00811/FUL

Tel: (0114) 20 39181
Date: 27 February 2017

Mr David Hardman
2 Preston Avenue
Jump
Barnsley
S74 0JH

Invalidation of Full Planning Application

Dear Sir or Madam,

Proposal: Erection of bay window at front of dwellinghouse
Location: 86 Mackenzie Crescent, Burncross, Sheffield, S35 1US,
Applicant: Mr Andrew Westney

Thank you for your application which was received on 23 February 2017. My job is to help you get your application registered as quickly as possible. You need to provide the information set out below so that neighbours and others consulted can easily understand what is proposed, and we can assess it properly. These are legal requirements.

I have had a detailed look at your application and found that it needs the following information before it can be registered:

1. At the time of writing, we do not appear to have received the fee of £172. However, if you have already paid please let us know with payment method/date/payer details and we will re-check for you. Many thanks.

Please pay online at <https://www.sheffield.gov.uk/planning-and-city-development/applications/apply.html> or by phone on 0114 2734218 or 0114 2734219 . Please note that credit cards will incur a charge.

You may also pay by BACS - Barclays Bank, Acc No. 33881172, Sort Code. 20-76-92. If you pay by BACS you must inform us by email that the payment has been made so that it can be matched to your application.

2. Please could you also provide an existing floor plan to indicate changes for completeness. Many thanks.

I am sorry that I am unable to register your application, start the consultation process and pass it to a planning officer for processing until I have received all the required details. Please provide this information as soon as possible in order to avoid further delay.

Large print versions of this letter are available by telephoning (0114) 273 5804

If you have not responded within 21 days of the date of this letter, I will dispose of your application file. For exceptional circumstances an alternative time period may be agreed. Any fee will be returned separately.

We now make an administrative charge if we have to dispose of an application because the additional information we request for validation is not provided within the 21 day or alternative agreed period, to cover the registration costs incurred. In this instance if we dispose of your application a charge of £30.00 will be deducted from any fee refund.

That means that if you wish to proceed with the proposals, a completely new application would be needed.

I have to warn you that if you have started the development without planning permission the Council will have to consider whether any enforcement and legal action may be needed. If this is the case I have to advise you to stop work and contact the Planning Service as soon as possible.

If you have any questions about this letter, please contact me on 0114 20 39181 and quote 17/00811/FUL. Do contact me if you are not sure what is required, so that I can help you get your application registered and we can start processing it.

Yours faithfully

Melanie Watson

Admin Officer
Development Management Section