

Owner/Occupier  
5 Warren Mews  
London  
W1T 6AP

Appeal Ref: **2013/3541/P**  
Associated Ref:  
Please ask for: **Seonaid Carr**  
Telephone: 020 7974 2766

19 September 2013

Dear Sir/Madam

Town and Country Planning Acts 1990 (as amended)  
**NOTIFICATION OF AN APPEAL**

Address : 4 Warren Mews  
London  
W1T 6AW

I am writing to let you know that the Council has been notified of an appeal which has been made to the Planning Inspectorate of the Department for Communities and Local Government.

The appeal concerns an application for;

**Creation of terrace to flat roof at third floor level together with the erection of glass stair enclosure and balustrade (Class C3).**

The appeal is to be decided by an Inspector from the Planning Inspectorate on the basis of an exchange of written statements between the people who have made the appeal and the Council, followed by a site visit.

This appeal will be determined on the basis of written representations. The procedure to be followed is set out in Part 1 of the Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009.

As this appeal is proceeding under the Householder Appeals Service, there is no opportunity for you to submit further comments. We will however forward copies of all representations made to us in relation to the application, before it was determined, on to the Planning Inspectorate and the appellant. The Inspector appointed by the Secretary of State will consider these representations when determining the appeal. You have a right to



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withdraw any representations you made so that they are not taken into consideration by the Inspector. If you wish to do so you should make this request to the Planning Inspectorate within 4 weeks of the appeal's starting date by contacting the Customer Services Team either by emailing [enquiries@pins.gsi.gov.uk](mailto:enquiries@pins.gsi.gov.uk) or by writing to:

The Planning Inspectorate, Registry/Scanning, Room 3/05 Kite Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

The Planning Inspectorate will publish appeal documentation, including copies of representations received, on the Planning Portal website. All information provided in your representation, including your name and address, will be published. If you object to publication in this way, please contact the Planning Inspectorate directly.

The Planning Inspectorate aims to deal with appeals which follow the procedure described above within 8 weeks of the appeal starting date. The Planning Inspectorate will publish copies of appeal decisions on the Planning Portal website at [www.planningportal.gov.uk/pcs](http://www.planningportal.gov.uk/pcs). Alternatively if you wish to receive a hard copy of the appeal decision, please let me know.

Please make sure that any letters to the Planning Inspectorate quote the Planning Inspectorate's appeal reference number: **13/2205154**

If there is any aspect of this case that you would like to discuss, please contact the above named officer.

If you need any further information on the procedure for the appeal or if you require a copy of the booklet 'Guide to taking part in planning appeals' please ring the **Planning Technician on 020 7974 1029/2047**.

Culture and Environment Directorate