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Application Ref: **2004/5463/INVALID**
Associated Ref: **2004/5461/INVALID**
Please ask for: **Hennie Taljaard**
Telephone: 020 7974 5649

07 January 2005

Dear Sir/Madam

Town and Country Planning Acts 1990 (as amended)
INCOMPLETE APPLICATION

Address: **29 Sicilian Avenue**
London
WC1A 2QH

Proposal Description: 1) Refurbishment works including removal of external shutters, existing stud partitions and suspended ceilings. 2) Display of non illuminated fascia sign to both shopfront windows and 1x non illuminated projecting sign.

Thank you for your application received on 20 December 2004.

Your application has been checked and found to be **incomplete** for the following reasons:

- The site location plan that you have submitted is unfortunately not adequate as the site has not been highlighted adequately (please see the notes at the back of your application form). You are required to submit a site location plan at the scale of 1:1250 showing the site to which the application refers to, its boundary and the relationship to any adjoining properties. The application site should be edged in red and any adjoining land owned by the applicant edged in blue. Please submit 6 copies
- Please note that planning permission is required for the external works (i.e. removal of the roller shutters). For application forms and more information, please visit Camden's website at <http://www.camden.gov.uk/ccm/portal/> or contact the duty planner on 020 7974 1911 or visit the Environment One Stop Reception, 5th Floor, Camden Town Hall Extension, Argyle Street, London WC1 (9-5 Mon-Fri and until 7 on Thursdays).

- 3 • Please provide the existing and proposed elevation at scale 1:50 annotated to

1:00



- show details of the roller shutters and small window to be removed.
- 4 • Please provide 1:50 sections through the proposed and existing shopfronts and small centre window. X
 - 5 • Please provide 1:20 drawings of the small centre window showing glazing bars and depth of reveals. X
 - 6 • Please provide more details of the proposed signage, i.e. 1:50 elevation drawing of shopfront with signage annotated to show materials and finishing, side elevation showing dimensions of projecting sign and method of fixing annotated to show materials and finishing. ✓
 - 7 • You propose to locate the projecting sign above the fascia to replace an existing sign. Notwithstanding, Council's supplementary planning guidance advises that projecting signs should be located at fascia level and you are advised to amend your drawing in ✓
 - 8 • Please provide 5 copies of the requested information.

Your application cannot be processed until the above points are satisfied. On return, please quote the application number.

Director of Environment Department

4. So that details of fascia, shutter box and proposed new signage can be clearly seen. Any new materials and repairs should be clearly annotated.