MANCHESTER CITY COUNCIL

**Technical Support Team**
**Planning**

Telephone: 0161 234 4516
Planning.tst@manchester.gov.uk

P O Box 532 Town Hall
Manchester M60 2LA

Mrs Dawn Winterbottom
Plans Drawn
4 Swallow Close
Carrbrook
Stalybridge
SK15 3LU

Date: 9 October 2013

Dear Sir/Madam,

**Application number**: 103783/FH/2013
**Proposal**: Erection of rear outbuilding to form ancillary residential accommodation for the member of the family
**Location**: 1 Woodnewton Close, Gorton, Manchester, M18 7AJ

Following your recent planning application submission, I am unable to progress your proposal as the application is invalid or incomplete for the following reason(s):

1) 1:1250 Ordnance Survey plan required showing the site edged in red. The plan should have two road/street names.

I am therefore holding your application and if you wish to discuss the information required members of my staff will be pleased to assist.

Please return any documents/information required to the Technical Support Team, Planning at the above address. If we have not heard from you within 10 working days we will return your application.

Yours faithfully,

Julie Roscoe
Head of Planning, Building Control & Licensing