

In case of enquiry contact Deborah Jeakins
Telephone 01223 457163 Fax 457109
Email: Debs.Jeakins@cambridge.gov.uk



Mrs Thi-Mynga Ha
86 Brooks Road
Cambridge
CB1 3HR

4th April 2012

Dear Mrs Thi-Mynga Ha,

Reference: Extension at 86 Brooks Road, Cambridge

On 15th March 2012 I sent you a letter confirming that you need to apply for planning permission for the extension at the rear of the 86 Brooks Road.

The letter listed the options that are available to you and explained that each option means you will need to apply for planning permission. I enclose a copy of the letter and have repeated the three options below for your reference:

1. Remove the extension
2. Apply for planning permission for what you have built
3. Build an extension using brickwork which matches the original house.

During our telephone conversation earlier today you advised me that you have spoken to Jotham Steed from Building Control and now intend to insert a new window and door within the extension to turn the extension into a self contained porch.

Mr Steed has confirmed that if you undertake the work you described to him it will mean that the extension will be exempt from Building Regulations.

I am obliged to repeat my advice that if you undertake this work you will still need to apply for planning permission and that permission is not likely to be granted for the extension due to the materials used.

In order to ensure that you fully understand the options and possible consequences of not being granted planning permission for the extension I have arranged a meeting between yourself, Planning Enforcement Officers and Mr Steed from Building Control.

The meeting will take place at The Guildhall, Market Square Cambridge on 18th April 2012 at 2.30pm.

I offered to arrange for a Vietnamese translator to attend the meeting and you refused and explained that you would be unwilling to attend a meeting with an independent translator, instead offering to bring a relative to the meeting to assist with translation.

Cambridge City Council, Development Services, PO Box 700, Cambridge CB1 0JH

I have asked you to confirm in writing that you are unwilling for the Council to arrange for an independent translator to be present during the meeting and requested that you send that letter in advance of our meeting.

I would like to repeat that whichever option you choose to remedy the breach of planning control, you will be required to submit a planning application for the extension.

I would also like to remind you that if you need help with planning matters it would be in your interests to employ a planning agent / consultant and you may find it helpful to do so before our meeting. Contact details for local planning agents and consultants can be found in the Yellow Pages.

I look forward to seeing you on 18th April 2012, please contact me if you have any queries in the meantime.

Yours sincerely,

Deborah Jeakins
Planning Enforcement Officer