

Application No. / Rhif Cais: 08/00190/C
Date / Dyddiad: 07/02/2008
Please ask for/Gofynwch am: Alan Groves
Telephone / Ffon: 029 20871669
Fax / Facs : 029 20871826



County Hall
Cardiff
CF10 4UW
Tel: (029) 2087 2000

Neuadd y Sir
Caerdydd
CF10 4UW
Ffôn: (029) 2087 2000

The Facilities Manager
Landmark Place
Churchill Way
CARDIFF

Dear Sir/Madam

**Town and Country Planning Act 1990
Town and Country Planning (General Development Procedure) Order 1995**

Proposal: TWENTY STOREY TOWER CONTAINING TWO FLOORS OF
COMMERCIAL/RETAIL USE AT GROUND AND UPPER GROUND FLOORS. 164
APARTMENTS. TWO PARKING DECKS ABOVE EXISTING. NEW ELEVATIONAL
TREATMENT TO STATION TERRACE

Location: Capitol Centre, Queen Street, Cathays, Cardiff

Applicant: Moorfield Group

A planning application has been submitted to my Department which may affect you.

You can look at the application and plans at the City Hall Reception (Main Entrance, Room 139) from 8.30 am to 4.45 pm Monday to Thursday and until 4.15 pm on Fridays. **Please quote the application reference number located at the top of the letter to reception staff. You will not necessarily be able to see a Planning Officer without an appointment.**

Only occupiers near the application site are being notified but anyone is welcome to comment. Please tell the owner of your property about the proposal if you are a tenant, or other occupiers if you share a property.

Please write to me within 21 days of the date of this letter if you have any comments that you wish the Council to take into account before a decision is made. Please note that your letter will be open to public inspection. You should enclose a stamped addressed envelope if you wish to be informed of the decision.

Yours faithfully

**Julian Stedman
DEVELOPMENT MANAGER**

PLEASE REPLY TO: Development Control Strategic Planning & Environment, City Hall, Cardiff, CF10 3ND (e-mail : developmentcontrol@cardiff.gov.uk) (internet: www.cardiff.gov.uk/dc)



RIGHTS TO SPEAK AT COMMITTEE

Anyone can attend meetings of the Planning Committee when applications are considered.

Representations can be made to any Councillor to speak on your behalf at the Committee, although it is suggested that you contact one of the Councillors for your local area first.

A representative can address the Committee, for not more than three minutes, if a petition is submitted which is signed by 50 or more people who are on the electoral register and a substantial proportion of whom could reasonably be affected by the matter to which the petition relates. An applicant then has the right of reply.

Please note that if you wish to speak, petitions should be received **at least 7 clear days before the date of the Committee meeting** (eg. if the meeting is on a Wednesday the petition must be received by 5.00pm on the Tuesday 8 days before).

Applications are sometimes considered by Committee before the end of the 21 day public comment period, so if you are thinking about submitting a petition please contact the person at the foot of the letter immediately to check the Committee date.

If you need additional information on these procedures or help with any other problems please contact the person named at the foot of the letter.

HAWLIAU I SIARAD YN Y PWYLLGOR

Caiff unrhyw berson fynychu cyfarfodydd y Pwyllgor Cynllunio wrth i geisiadau gael eu hystyried.

Gellir cyflwyno sylwadau i unrhyw Gyngorydd siarad ar eich rhan yn y Pwyllgor, ond argymhellir eich bod yn cysylltu ag un o'ch Cynghorwyr lleol yn gyntaf.

Caiff cynrychiolydd annerch y Pwyllgor, os cyflwynir deiseb a lofnodwyd gan dros 50 person sydd ar y gofrestr etholiadol ac y gallai'r mater o dan sylw effeithio ar gyfran sylweddol ohonynt, ond ni chaiff siarad am fwy na thair munud. Yna bydd hawl gan y ceisydd ymateb i hynny.

Byddwch cystal â nodi, os ydych chi'n dymuno siarad, dylai'r deisebau ddod i law **o leiaf 7 diwrnod clir cyn dyddiad cyfarfod y Pwyllgor** (e.e. os yw'r cyfarfod ar ddydd Mercher, yna rhaid iddo ddod i law erbyn 5.00pm ar y dydd Mawrth blaenorol 8 diwrnod ymlaen llaw).

O bryd i'w gilydd caiff y ceisiadau eu hystyried gan y Pwyllgor cyn diwedd y cyfnod o 21 diwrnod ar gyfer sylwadau'r cyhoedd, felly os ydych chi'n ystyried cyflwyno deiseb, cysylltwch â'r person a enwir ar waelod y llythyr ar unwaith i ofyn am ddyddiad y Pwyllgor.

Os oes arnoch angen rhagor o fanylion am y gweithdrefnau hyn, neu os oes arnoch angen cymorth gyda unrhyw broblemau eraill, cysylltwch â'r person a enwir ar waelod y llythyr.