

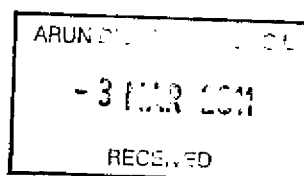
2nd March 2011



Arun District Council,
Planning Department,
Arun Civic Centre,
Maltravers Road,
Littlehampton,
West Sussex,
BN17 5LF

Hanover House,
1, Bridge Close,
Staines,
Middx,
TW18 4TB

Ref felp/www/plperm/1



Dear Sirs,

Re: Gateway Lodge, Felpham, Replacement Windows

Please find enclosed set of Application forms for a Lawful Development Certificate and 3 copies of form, and relevant plans.

Hanover Housing Association estate manages this leaseholder estate that comprises of 2 storey maisonettes, each with its own entrance door. Some of the residents have already replaced their timber windows with upvc replacements (approx 45% of properties); they have carried this out independently of HHA using FENSA registered contractors. The time has now come to replace the remaining windows and HHA are overseeing this project.

I spoke to James Smith in your East Team prior to Christmas, regarding whether or not we needed to apply for Planning Permission, to replace the windows on this estate like for like in UPVC.

James told me over the phone after consulting with his colleagues that we do not need to apply, as these maisonettes are not listed buildings, or in a conservation area, if the windows are like for like. I asked James if I could have something in writing for our file confirming this.

James advised me to apply for a Certificate for Proposed Use, and that we should send a cheque for an agreed one off fee of [REDACTED]

I enclose cheque in the sum of [REDACTED] together with the forms duly filled in. I would be very grateful if you will issue this certificate.

Yours faithfully



Cliff Dowling

Technical Manager

Hanover Housing Association

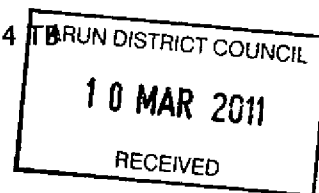
South Region

9th March 2011



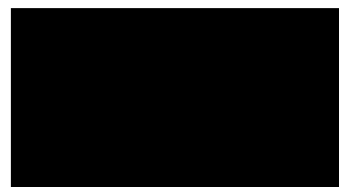
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FAO Mrs J Grieves

Ref: FP/45/11/CLP



Dear Mrs Grieves,

RE: Certificate of lawfulness for Proposed use- Replacement timber windows and doors in UPVC
1 to 54 Gateway Lodge, Felpham Road, Felpham.

Thank you for your letter dated the 3rd March 2011 concerning the above.

I enclose further cheque in the sum of [REDACTED] as requested.

Please find attached 3 copies of a bound set of photographs showing the external elevations of these properties. These pictures show which properties have already had replacement doors and windows, carried out independently by some leaseholder residents.

The remaining windows and doors are due to be changed in a project which is being managed by me, the new windows will match those previously independently replaced.

Hopefully you will be able to issue your certificate as soon as possible so that we can commence the replacement works.

Please let me know if you require any further information.

Yours sincerely,



Technical Manager
Hanover Housing Association
South Region