

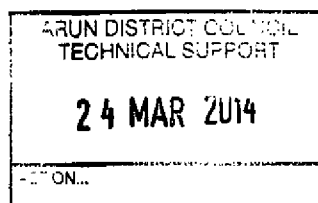
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Arun Civic Centre
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19 March 2014

Please ask for:

Tavis Russell
Ext. 37527

Your Ref:
Our Ref: TAMARISK / 1401

Dear Sir / Madam,

Planning Application for Replacement of Existing Timber Windows with uPVC Windows to The Tamarisk Centre, Beach Road, Littlehampton, West Sussex

Please find enclosed a Full Planning Application for the above proposed window replacement to The Tamarisk Centre in Littlehampton.

I have enclosed the original plus three copies of the validation checklist, application form and supporting documentation and I trust all is acceptable. Our finance department has recently transferred £195.00 to the prescribed planning account in relation to the application fee.

The proposed works are to replace the existing timber casement windows as many have deteriorated to an extent where they cannot be opened and require constant maintenance. They are also single glazed and offer little energy efficiency. For these reasons it is proposed to replace existing timber windows with new white double-glazed uPVC units.

Attached to the application are drawings and photographs showing the existing elevations; The windows to be changed are highlighted with an asterisk and the fenestration and opening lights will be designed to match the existing as closely as possible so as not to change the overall appearance of the property.

Should you wish to discuss the application or require additional information, please do not hesitate to contact me.

Yours faithfully



Tavis Russell BSc (Hons)
Assistant Surveyor
Property & Estates

Nigel Lynn Chief Executive
Nigel Croad Resources Director and Deputy Chief Executive

Environmental Health
Littlehampton and Bognor Regis
Customer Services Help Points

