



Planning Department
Gravesham Borough Council

Date: 24 January 2025

Our Ref: M24/0508.01

Your Ref:

Dear Sir/ Madam

**RE: RETROSPECTIVE APPLICATION FOR REPLACEMENT WINDOWS AT GROUND AND FIRST FLOORS, 27 COBHAM STREET
PLANNING PORTAL REF: PP-13121391**

I have pleasure in making this retrospective planning submission on behalf of my clients Quota Limited who are the owners of the basement, ground and first floor of the above property. For clarity they do not own the second floor apartment such that this falls outside of the application scope. No notice is required to be served on that owner of the apartment though in this instance as whilst they own the property my clients are the freeholder of the property and therefore have responsibility for all of the communal areas save for the exterior of the second floor apartment.

You will note that for the purposes of completing the application form I have stated the works commenced and were completed 1st November 2022. I do not have an exact date for when the works to install the windows first took place only that by the time of the most recent Google Street view photos such modern replacement windows were evident on the front elevation. Whilst these windows have since been replaced it is more relevant to note the original date of works as opposed to the subsequent replacement.

The portal has also indicated that floor plans are required despite the application solely relating to windows at the ground and first floor front elevations.

In respect of the planning fee, I have calculated the site area only as being the perimeter of the bay window from window to window such that it comes to 0.89sqm. Even if the entirety of the bay window were used it would still fall below the threshold to trigger the next payment.

Next steps

The submitted information should be sufficient to confirm validation, however should there be any concerns or request for additional information please do not hesitate to contact me.

Yours sincerely

IAIN WARNER BSc (Hons) DipTP MRTPI
SENIOR DIRECTOR
For and On Behalf Of
TETLOW KING PLANNING

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