

# *Penfold Project Services*

"EPMARKET", WROTHAM ROAD, MEOPHAM, KENT, DA13 0JH

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23 May 2023

[REDACTED]  
25 Whitehill Road,  
Gravesend,  
Kent,  
DA12 5PE

Dear [REDACTED]

**The Town & Country Planning Acts:**  
**Erection of single storey side extension at:**  
**27 WHITEHILL ROAD, GRAVESEND, KENT, DA12 5PE**

I write to you on behalf of Mr Daniel Alderman, to advise you of the above proposals which have been submitted to Gravesham Borough Council and I enclose a copy of the Notice required to be submitted under Article 13 of the Town and Country Planning Act 1990.

It is necessary for the Notice to be issued as the proposed involve the encroachment of the erection of the side wall and foundations below onto your property as previously explained to you by Mr Alderman.

Obviously, all works will be undertaken at the cost of Mr Alderman. A Party Wall Surveyor will be appointed by Mr Alderman to issue the necessary notices under the Party Wall Acts at the appropriate time

The Planning Department of the Council will also inform you of the application, but in the meantime, Mr Alderman has copies of the drawings should you wish to view them.

If you have any queries, please do not hesitate to contact me

**It is not necessary for you to take any action unless you intend to object to the proposals.**

Yours sincerely,

[REDACTED]  
Alan Penfold,  
For Penfold Project Services