

*Oral Request*

*UNCOMP*

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27.03.2003

39CT

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Attention of: Ms Sarah Griffiths  
Reference: PEX0200916 & LEX0200917

Dear Ms Griffiths

**39 Chester Terrace, Regents Park, London NW1 [Scott Young Esq]**

Further to receipt of your letter of 5.1.2003 and our telephone conversation of 18.3.2003 regarding the applications for planning permission and listed building consent submitted in respect of the proposed alterations to the property I would like to draw your attention to the following replies to the points raised in your letter, numbered in the sequence in which they appear in your letter.

**1. Door and window joinery details:**

Please find enclosed 10 copies of drawing no 39CT/DET/01 showing the 1:20 and 1:10 construction details of the traditional double-hung timber sash window and traditional French glazed doors proposed for the rear elevation at lower ground floor level. All other external and internal doors and windows shall remain unchanged;

**2. Method statements:**

The alterations to the rear elevation consist of replacing the small metal casement window to the lower ground floor WC with a traditional double-hung timber sash window, and replacing the lower ground floor sash window with a pair of traditional glazed French doors. Neither alteration involves any structural alteration, and the structural lintels shall remain intact in both cases;

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Regarding the small metal window the method of construction shall involve removal of the existing casement, preparation of the opening, construction and installation of a sash window made to suit the size of the existing opening, making good to the external render and internal plaster finishes, and internal and external decoration of window and walls upon completion;

Regarding the French doors the method of construction shall consist of the removal of existing sash window and careful removal and salvage of the stone cill, taking down the rendered brickwork apron below the window down to the internal floor level, replacement of the salvaged stone cill at the base of the new opening, preparation of the enlarged opening, construction and installation of double-glazed French doors to new opening, making good to external render and internal plaster finished, and internal and external decoration of French doors and walls upon completion;

3. Internal elevations:

Please find enclosed 10 copies of drawing 39CT/PR-CON/02A showing the ground floor plan with internal elevation of the new door opening between dining room and kitchen. There are no changes to chimney breasts as mentioned in your letter;

I trust the above meets with your satisfaction and look forward to hearing from you at your earliest convenience. In the mean time should you require any further information do not hesitate to contact me at this office where I shall be pleased to assist.

Yours faithfully



Kiu Samii  
QADC

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cc Crown Estate Commissioners, c/o Cluttons Chartered Surveyors  
Scott Young Esq