Owner/Occupier

161 Sumatra Road

London

NW6 1PF

Our Ref: AF/CMPQ12

DATE

Dear Sir/Madam

**RE: 163 Sumatra Road**

I wanted to take the opportunity to introduce ourselves as the new owners of the above property. We are a small development company and have various properties throughout North London.

We are conscious that the property has had something of a chequered history and that living in close proximity of the site must, on occasion, have been frustrating and worrying.

Our intention is to rebuild the house, as per the planning permissions granted, into four, two bedroomed flats and we’d like to do this with as little disruption to yourselves and other neighbours as possible.

As part of the planning we have created a Construction Management Plan which aims to alleviate noise, dust and congestion so far as is possible. We are aiming for the whole project to take a little over a year, with completion by January 2024.

I have been assigned as the Project Manager and therefore your point of contact for the development. Should you have any questions, concerns or issues then please feel free to call or email me and I will do my best to address any issues should they arise.

Yours Sincerely

Annie Foster

[annie@sterling1.co.uk](mailto:annie@sterling1.co.uk)

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