

18 Priors Gardens
Spencers Wood
Wokingham
RG7 1WS

1st December 2024

Development Management
Wokingham Borough Council
Civic Offices Shute End
Wokingham
RG40 1BN

Subject: Planning Permission Application for New Window Opening in Kitchen (Side Elevation)

Dear Sir/Madam,

I am writing to submit this retrospective application for planning permission to create a new window opening in the kitchen on the side elevation of our property at 18 Priors Gardens, Spencers Wood, Wokingham, RG7 1WS, facing our driveway. The purpose of this letter is to justify the necessity and compliance of the work undertaken.

The addition of the new window is aimed at increasing the natural light and ventilation in our kitchen. The layout of our kitchen originally included only a bay window at the front of the property, facing north. This design resulted in a significantly dark kitchen area, requiring artificial lighting at all times, which has negatively impacted our wellbeing due to the lack of natural light.

We have ensured that the new window matches the existing windows in appearance, maintaining the character of the development. To achieve this, we have added a stone ledge under the new window and constructed an arch above it using reclaimed bricks from the house. Additionally, we have fitted a uPVC window with a white frame to match the rest of the house. These measures ensure that the new window is consistent with the aesthetic of the original construction. This is in line with the permitted development rights; however, we were informed by the council that these rights were taken away when the property was built. Therefore, we are now submitting this application retrospectively to comply with the requirements.

To support our application, we would like to highlight that our neighbours at house numbers 4 and 6 at Priors Gardens have similar windows facing their driveways, which were included when their houses were originally constructed.

Furthermore, we confirm that all building regulations have been complied with, and an inspection has been carried out to ensure the safety and quality of the work, and a Completion Certificate has been issued (Building Regulation Application No. 24/2622/OTHBN).

We kindly request the council to consider our application favourably, as the addition of this window is crucial for improving the living conditions within our home.

Thank you for your time and consideration.

Yours faithfully,

Dominika Gregorowicz