**From:** Emma Harrison   
**Sent:** 09 May 2018 14:48  
**To:** Matthew Chadwick  
**Subject:** FW: 18/00083/DISC - Westside Cottage

Dear Matthew

I am writing with reference to the further joinery details submitted for Westside Cottage discharge of condition application 18/00083/DISC. It is considered that these details are now acceptable and satisfy condition 3 of 17/01866/LB.

I hope this is of assistance to you

Kind Regards

**Emma Harrison**

**Conservation Officer**

Design and Conservation

**Place and Growth Directorate**

Direct Dial: 01295 22**1846**

Email: [emma.harrison@cherwellandsouthnorthants.gov.uk](mailto:emma.harrison@cherwellandsouthnorthants.gov.uk)

**From:** Philippa Martindale  
**Sent:** 02 May 2018 22:04  
**To:** Emma Harrison  
**Cc:** Matthew Chadwick  
**Subject:** Re: 18/00083/DISC - Westside Cottage

Dear Emma

I now have the additional information you require. Please find attached scale drawings of the replacement windows as requested.

For clarity, the windows labelled on the attached drawings correspond to the following on our original application:

Bedroom 2  -  Window 5

Bathroom  -  Window 6

Master bedroom  -  Window 7

Kitchen front  -  Window 2

Kitchen rear  -  Window 1

Landing  -  Window 8

Lounge  -  Window 3

Lounge  - Window 4

All to be painted in cream exterior eggshell traditional paint.

Cill, lintel and recess details to remain the same.

Please can you advise asap if I need to do anything further or if the info contained here will suffice for this discharge condition to be approved.

Regards

Philippa

On 12 April 2018 at 14:25, Emma Harrison <[Emma.Harrison@cherwellandsouthnorthants.gov.uk](mailto:Emma.Harrison@cherwellandsouthnorthants.gov.uk)> wrote:

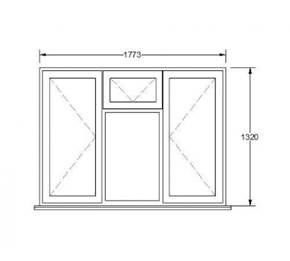
Dear Philippa

Thank you for your e mail and please accept my apologies for the delay.

Thank you for confirming that you do not wish to supply door details at this stage, I am sure Matthew will be able to advise on how this  is dealt with in terms of the discharge of condition.

The window details submitted are acceptable for part consideration of the condition however they are the same details that were submitted with the original application. Subsequent to this a condition was attached to the Listed Building Consent decision asking for more information as the details were not considered acceptable on their own.

What is needed is an elevational drawing showing the design of the windows, I believe there are 3 or 4 different designs of window on the building and we just need confirmation that the design is going to be similar to the existing and appropriate for the age and character of the building. The drawing below is an example of the sort of thing that is required, but the drawing needs to be to scale.



Additional cill, lintel and recess details refers to how the window is to sit in the opening, if this is going to be the same as the existing windows then confirmation of this should be sufficient.

I hope this is of assistance to you

Kind Regards

**Emma Harrison**

**Conservation Officer**

Design and Conservation

**Place and Growth Directorate**

Direct Dial: 01295 22**1846**

Email: [emma.harrison@cherwellandsouthnorthants.gov.uk](mailto:emma.harrison@cherwellandsouthnorthants.gov.uk)

**From:** Philippa Martindale   
**Sent:** 11 April 2018 20:08  
**To:** Emma Harrison  
**Cc:** Matthew Chadwick  
**Subject:** Re: 18/00083/DISC - Westside Cottage

Dear Emma

I am disappointed it has taken Cherwell so long to get back to me with this given I submitted my discharge of conditions on 19 February. I was only referring to the windows at that stage, not the door and that is why I didn't make any reference to the door.

1) In reference to your email, please can you let me know whether you require a separate diagram for each window when you state: "Details of the design of each window in elevation form". Our supplier has only given us one (as included in the discharge application) as each window is a modification of that according to its precise dimensions.

2) With respect to the details of the location of each window on the property -- we included all this information in our original application so it seems unnecessary to have to repeat this information.

3) Please can you clarify what you mean by "additional cill, lintel and recess detail".

Looking forward to hearing from you asap as we want to move forward with this.

Regards

Philippa

On 11 April 2018 at 10:31, Emma Harrison <[Emma.Harrison@cherwellandsouthnorthants.gov.uk](mailto:Emma.Harrison@cherwellandsouthnorthants.gov.uk)> wrote:

Dear Dr Martindale

I am writing with reference to the above discharge of condition application, the case officer Matthew Chadwick is currently out of the office so I am contacting you in his absence. Some further details are required in respect of the proposed windows and doors in order for us to assess whether they satisfy the condition.

The original condition attached to 17/01866/LB reads as follows:

*Prior to the commencement of the development, full details of the doors and windows hereby approved, at a scale of 1:20 including a cross section, cill, lintel and recess detail and colour/finish, shall be submitted to and approved in writing by the Local Planning Authority. Thereafter the doors and windows shall be installed within the building in accordance with the approved details.*

Therefore this requires more information than has been submitted, could you please supply:

         Details of any doors to be replaced

         Details of the design of each window in elevation form

         Details of the location of each window on the property

         Additional Cill, lintel and recess detail

Once we have received the above information I will then provide my formal comments to the case officer as soon as possible.

If you need any further assistance please do not hesitate to contact me

Kind Regards

**Emma Harrison**

**Conservation Officer**

Design and Conservation

**Place and Growth Directorate**

Direct Dial: 01295 22**1846**

Email: [emma.harrison@cherwellandsouthnorthants.gov.uk](mailto:emma.harrison@cherwellandsouthnorthants.gov.uk)

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