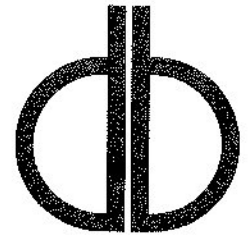


Ref: 6220  
**By Portal**  
4<sup>th</sup> March 2021

Epsom & Ewell Borough Council  
Town Hall  
The Parade  
Epsom  
Surrey  
KT18 5BY



**DOUGLAS BRIGGS  
PARTNERSHIP**

INTEGRATED  
ARCHITECTURE  
AND  
TOWN PLANNING

Dear sirs

**Amendment to Application: 19/00464/FLH  
Conversion of existing loft space to habitable use.  
19 Priest Hill Close, Epsom, Surrey, KT17 3FD**

Please find attached our client's application for a non-material amendment to the above consent.

In developing the design it has become necessary to alter the layout of the loft conversion to meet the requirements of the Building Regulations.

As a result, some alterations are required to the fenestration of the windows and roof windows to allow means of escape, light and ventilation to the second floor rooms.

The applicant has also taken the opportunity to remove the proposed Juliet balcony from one of the proposed dormers and replace this with a window.

We have attached drawings showing the existing (Drawings 6220-02, 03, 04 and 05), approved (6220-12, 13, 14 and 15) and amended designs (6220-22, 23, 24 and 25) in the same format and drawing style to assist your comparison.

Whilst the applicant understands that central government encourages your council to determine this application within eight weeks, they wish you to know that a decision within eight weeks is not their priority. Their preference is to obtain officer support through discussion and amendment where possible.

Should it seem likely that the application will attract an adverse officer recommendation then we ask to be informed before the item is added to any committee agenda or delegated powers list.

Please let us know by e-mail or telephone if you consider that any additional information or drawings are required to enable this application to be validated.

With kind regards

Yours sincerely

Flint Barns  
Ham Farm  
Bosham  
West Sussex  
PO18 8EH

T 01243 576611

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