



Helix Design solutions Ltd

Head of Planning
Braintree District Council
Causeway House
Bocking End
Braintree
CM7 9HB

Our Ref: 305/SAX

Date: 3rd August 2021

Dear Sirs

Re: Retrospective Planning Permission at Saxons, The Green, Finchingfield, Essex. CM7 4JS

Our client Mr & Mrs John Smith has instructed us to act on their behalf with regard to the above mentioned property following receipt of an enforcement notice Ref: 21/00266/LBW3

Following on from a Site meeting with Amrit Virdee BDC 'Planning Enforcement Officer', David Sorapure 'Building Heritage Officer' we were advised to submit a retrospective application for the new chimney stack construction on the side of the modern rear extension and for the replacement handmade timber thin module double glazed windows.

We therefore include the following information in support.

- Property details from when the client purchased Saxons showing existing front elevations and windows.
- Existing Plans, Sections and elevation Prior to chimney construction
- Proposed Plans, Sections and elevations of chimney
- Completion Certificate of chimney construction
- Photos of Existing property.

We trust this is the information you require to progress the application. If however you require further details then please do not hesitate to contact me

Yours sincerely

Scott Robertson
Managing Director