

# Ian Sullivan Architecture Ltd

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Swindon  
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F.A.O: The Chief Planning Officer  
Swindon Borough Council  
Planning Services  
Wat Tyler House  
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Our Ref: 2662

5<sup>th</sup> October 2023

Dear Sir / Madam,

**RE: THE OLD POST OFFICE, THORNHILL ROAD, SOUTH MARSTON, SWINDON, SN3 4RY.  
'CHANGE OF USE' OF B&B (CLASS C1) TO FORM A NEW DWELLING (CLASS C3) AND ALTERATIONS  
TO EXISTING DWELLING + ASSOCIATED WORKS.**

On behalf of the applicants, please find enclosed our Application for Planning Permission in relation to the above development.

Our application consists of the following: -

- Planning Application Form duly completed.
- Ownership Certificate B duly completed & Notice Under Article 14 served on SBC – Highways.
- Application fee to the value of £462.00 – ***Applicant to pay via bank transfer.***
- CIL Form 1 duly completed.
- Drg. no. 2662-001 – Site Location Plan
- Drg. no. 2662-100 – Existing Site Plan
- Drg. no. 2662-101 – Existing Elevations
- Drg. no. 2662-102 – Existing Floor Plans
- Drg. no. 2662-150 – Proposed Site Plan Inc. Drainage Strategy Notation & Ecology Details.
- Drg. no. 2662-151 – Proposed Elevations
- Drg. no. 2662-152 – Proposed Floor Plans

We trust our application is considered acceptable and can be registered at your earliest opportunity.

Yours faithfully,

Ian Sullivan

c.c. Mr & Mrs R. Sansum