

10<sup>th</sup> November 2023

**FAO Head of Planning**

RBWM

The Town Hall

St Ives Road

Maidenhead

Berkshire

SL6 1RF

Our Ref: 2301/P01/001

Dear Sir/Madam,

Re: 69 Kings Road, Windsor, Berkshire, SL4 2AD

Please find enclosed on behalf of our client, our Planning and Listed Building application for the proposed raising of the existing rear landing window, and addition of black metal railings to the established balcony/roof terrace. To support the above please find enclosed the following drawings and documentation:

1. The original completed and dated forms
2. The original location plan, drawing 2301.01 at 1:1250
3. The original site plan, drawing 2301.02 at 1:500
4. The original copies of the following:
  - Existing Ground, First and Second Floor Plans at 1:50, drawing 2304.03
  - Existing Elevations at 1:50, drawing 2301.04
  - Proposed Ground, First and Second Floor Plans at 1:50, drawing 2304.05
  - Proposed Elevations at 1:50, drawing 2304.06
5. The original completed and dated Ownership Certificate A
6. Design/Heritage Statement dated November 2023
7. Our clients will make the payment for the Planning Fee online

I trust the enclosed allows you to process the application, if you however you require any further information, please do not hesitate to contact our office.

Yours faithfully,

**David Herbert** Ba (Hons) Dip. Arch RIBA  
For and on behalf of David Herbert Architects