

Westminster City Council  
64 Victoria St  
London  
SW1E 6QP

ADL Planning Pty Ltd  
Planning For Better

16 January 2024

RE: 103 Elgin Avenue - PP-12726887

Dear Planning,

Please find enclosed an application for planning permission for removal of an existing single storey rear extension at lower ground floor level and its replacement with a sash window to match the existing elevation, removal of the existing door to the front lightwell and its replacement with a sash window to match the existing and the removal of the existing door on the front elevation at first floor level and its replacement with a traditional sash window to match the remainder of the elevation at 103 Elgin Avenue.

The application is accompanied by the following documents:

- Completed application form including ownership certificate
- Site location plan with application site outlined in red
- Block plan with the application site outlined in red
- Existing floorplans, sections and elevations
- Proposed floorplans, sections and elevations
- Demolition floorplans, sections and elevations
- Sustainable Design Statement
- The application fee has been paid via the Planning Portal

I trust you have all the information you need to validate the application. Should you require anything further, please do not hesitate to contact me.

Kind Regards,

*Anna Thomson*

MRTPI MPIA



ADL Planning Pty Ltd.  
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