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16th Feb. 2024

By email / via the Planning Portal

Planning Department,
Watford Borough Council,
Town Hall,
Hempstead Road,
Watford.
WD17 3EX.

Dear Sir / Madam,

Re:- 121 Cassiobury Drive, Watford. WD17 3AH.
- ***Proposed two storey rear extension, alterations to roof and loft conversion to existing dwelling house***
- ***Application for planning permission***

In respect of the above, please find attached the following documents:

- Perfected on-line Planning Portal application form
- Location plan – with application site edged in red
- Block plan
- Existing ground floor, first floor and roof plans
- Existing elevations
- Proposed ground floor, first floor, second floor, and roof plans
- Proposed elevations
- Design statements
- Planning specification
- CIL questionnaire
- Photos of house

All drawings will be the correct scale when printed at A3 size as indicated. Plans and elevations are 1:50, whilst the block plan is 1:200. All drawings also have scale bars.

I trust that the above documents provide the necessary information for the application to be determined.

Cont...../2

If, however, you should have any queries, or wants of additional information, please do not hesitate to contact me, preferably by telephone or email for reasons of expediency.

I look forward to receiving the standard acknowledgement letter shortly.

Yours faithfully,

David Andrews MRICS
Chartered Building Surveyor.

CC the Applicant