

From: tessa shaw <tessa4shaw@yahoo.co.uk>
Sent: 12 May 2026 20:31:09 UTC+01:00
To: "Halima.Chowdhury" <Halima.Chowdhury@horsham.gov.uk>
Subject: Re: DC/26/0639, 8 Lakers Meadow, Billingshurst,
Attachments: 8 Lakers Meadow DC 26 0639.pdf

Dear Halima,

Thank you for your email and for confirming that you are the case officer for application **DC/26/0639 at 8 Lakers Meadow, Billingshurst.**

Please find attached a photo and evidence pack prepared in response to your request. The pack includes:

- **Timed and dated site photographs** of the application property, showing the front, side and rear elevations.
- **Timed and dated photographs of the immediate neighbouring properties**, with annotations identifying the elevations containing windows and doors and the rooms those openings appear to serve.

For clarity, any images sourced from Google Maps or property listings are clearly labelled and are included for **contextual reference only**; as the property is currently wrapped in scaffolding so I am unable to provide images of the existing roof ridge.

I trust this information addresses your request, but please let me know if you require anything further.

Thank you for your time and assistance.

Kind regards,
Tessa Shaw

On Monday, 11 May 2026 at 13:25:48 BST, Halima.Chowdhury <halima.chowdhury@horsham.gov.uk> wrote:

Dear Tessa,

**DC/26/0639,
8 Lakers Meadow, Billingshurst,
Variation of Condition 3 of previously approved application reference DC/25/0689 (Conversion of loft into habitable living space, the installation of a rear dormer and 1no. front rooflight) relating to materials.**

I refer to the above planning application, I am writing to inform you that I am the case officer dealing with this case file.

Please kindly provide timed and dated site photos showing the front, sides and rear of the property. Please ensure the photos show the full house from the ground up to the ridge of the roof of the house.

Also, please provide timed and dated site photos of the following:

- The photos showing examples of similar proposal nearby.
- The photos of both of the immediate neighbouring property's front, side and rear elevations.
- If there are any windows / doors present on the neighbour's elevations (walls) please specify the following:
 - On which elevations (walls) are the windows / doors present on the neighbour's property?
 - What rooms do these windows / doors serve on the neighbour's property?

Please kindly provide the requested information by 18th May 2026. I really appreciate your kind co-operation.

Kind regards

Halima Chowdhury

Planning Officer

Telephone: 01403 21505

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Email: Halima.Chowdhury@horsham.gov.uk



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