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**From:** Smith, Laura (Historic Building Conservation Officer)  
**Sent:** 04 April 2024 11:51  
**To:** Cooke, Jacob (Senior Planning Officer)  
**Subject:** 23/0703 West Of England Hotel

Hi Jacob,

Thank you for consulting me on this application. The building is situated within the Waterloo Conservation Area. The application proposes the conversion of the first and second floors to create residential apartments, with a community facility at ground floor level. In principle I have no objections to this conversion as it would allow for an appropriate reuse of the building. There are a couple of comments to make regarding the proposals and plans:

Firstly, the proposed floor plans suggest alterations would be made to the rear access door that enters into the bike storage, having a door with window either side. However on the rear elevations no alteration is being proposed and shows a single door with window to the right as existing.

I would also suggest that internal stud walls do not divide windows. These can be externally visual and impact external appearance, unless mullions are thicker than the internal wall/doors. I would recommend a slight alteration to apartment 1 and flat 6 to address this.

I also query the replacement of windows. We have no details of the proposed windows nor is there any justification for full scale replacement. So as per previous comments I would add following conditions if you are minded to approve:

Prior to their installation, further details of the new fenestration (including entrance doors), including cross sections at a scale of at least 1:20, shall be submitted and agreed to in writing by the Local Planning Authority. The works shall take place in accordance with the approved details.

Reason: In the interests of protecting the character and appearance of the Conservation Area, in accordance with policy CE7 of the Newport Local Development Plan.

All new external materials shall match that of the existing, including brick bond, mortar type and roof slates.

Reason: In the interests of protecting the character and appearance of the Conservation Area, in accordance with policy CE7 of the Newport Local Development Plan

Many thanks,

**Laura Smith**

Adeiladau Hanesyddol Swyddog Cadwraeth / Historic Building Conservation Officer  
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