

Planning Reference 25/0175 – 31-34 Commercial Street, Newport
June 2025

Mr Jacob Cooke, Senior Planning Officer
Ms Laura Smith, Principal Heritage Officer
Newport City Council

Dear Mr Cooke and Ms Smith,

Thank you for the helpful feedback on Conditions 04 (Glazing & Ventilation) and 08 (Materials). We now enclose the revised window package **NP201RL-WINDOWS_V4.pdf**, which incorporates every point raised during our recent correspondence.

Our proposal preserves the building's Neo-Art-Deco / Streamlined Classical character while introducing high-performance glazing. The curved sash bays on the principal façade will remain intact: their timber box-frames will be repaired and repainted, and a slim-line double-glazed UPVC unit will be fitted inside each frame. This unit is divided horizontally so that the upper panel opens inward for purge ventilation, while the lower panel stays fixed; the new mid-rail coincides with the original glazing bars, ensuring that the external appearance is unchanged.

Timber casements on the side, rear and courtyard elevations have deteriorated beyond repair and will be replaced on a true like-for-like basis using white slim-line UPVC. Integrated trickle vents deliver the background airflow required by Approved Document F, and all openings meet the safety-glass and egress standards of Documents B, K and Q.

Before any installation we will forward samples for written approval: manufacturer's test certificates, one-to-one joinery sections, colour swatches, hardware and illustrative overlays showing the new units within the existing frames. If preferred, we would be pleased to meet on site to review these items together.

Our overriding aim is to achieve a sensitive yet practical transition to modern UPVC windows while fully safeguarding the heritage value of the building. We hope the enclosed drawings and method statement satisfy the requirements of Conditions 04 and 08, and we would appreciate your confirmation at your earliest convenience. Should further information be required, please let us know and we will respond promptly.

Thank you once again for your continued guidance.

Yours faithfully,

Erhan Korkmazyürek
Architectural Designer – Sixth Art Architectural Design
erhan@sixthart.co.uk | 07774 391359

Photographs of representative windows are attached on the following page.

