

Ref: 160999
Date: 27/03/2017

FAO Head of Planning, Development & Regulatory Services
Reading Borough Council
Civic Offices
Bridge Street
Reading
RG1 2LU

To the Head of Planning, Development & Regulatory Services

Planning Reference 160999 – Notification of Address

Under the recently approved planning application to convert an office to a dwelling, ref: 160999, a condition was attached requiring notification to be made to the Planning Manager of Reading Borough Council, regarding confirmation of the new residential address.

Please accept this letter as notification and confirmation of the full postal address for the new residential dwelling permitted under planning application 160999. The address of the dwelling is not proposed to change from the previous office address, and hence will remain as:

**Norfolk House
6A Church Street
Reading
RG1 2SB**

I trust this satisfies the condition and please do not hesitate to contact me if you have any queries.

Yours

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