PROPOSED NORTH ELEVATION
(ELEVATION D)

Schedule of Repair to Existing Timber Windows:

01. The general aim is that the proposed repairs will preserve the historic integrity of the building by ensuring that all materials and workmanship are compatible with the existing fabric wherever possible. Any traditional methods of repair shall be carried out following appropriate professional advice and subject to prior approval to ensure the most suitable techniques are adopted. Care and attention are to be exercised at all times when demolishing elements and structures, and all adjacent retained elements are to be made good on a like-for-like basis. All new works are to be carried out in accordance with the manufacturers written guidance.

02. The contractor is to conduct a detailed inspection of timber windows to identify - Structural damage (e.g., rot, cracks, warping), Defective paint or finishes or operational issues (e.g., difficulty in opening/closing, draughts) and Condition of ironmongery, glazing, and seals.

03. Contractor to service existing ironmongery (e.g., locks, hinges, handles) to ensure functionality. A soft, dry cloth is to be used to remove dust and debris. If required use appropriate chemical strippers/wire wool to remove paint from ironmongery. Apply light oil to hinges, locks, and other moving parts to ensure smooth operation.
Use graphite powder or a lock-specific lubricant on locks to avoid clogging.

04. Contractor to check for damage i.e. for signs of wear, rust, or loose components. Any loose screws or fittings to be tightened and secured. Any rust to be removed with a rust remover or fine sandpaper before applying a protective coating. Apply a protective wax or coating to prevent rust and maintain appearance, especially for external ironmongery.

05. Works to existing timber windows to be of minimal Intervention with the focus on repairing rather than replacing components to retain the historical significance. It is not believed that any existing windows are beyond repair and should be able to be repaired with minimal intervention.

06. Any glazing that is damaged is to be replaced in single glazing/compatible glazing units to match existing using lime-based putty for repairs. Any replacement glazing to match the original in type and appearance.

07. Any damaged sections of windows are to be removed and new soft wood peices scarfed into the existing and painted to match existing. Wood fillers or dowels to be applied for minor cracks and splits. Damaged joints to be rebuilt using traditional joinery methods or resin bonding techniques.

08. Any new timber to be stopped and knotted with proprietary paint-on treatment, fine sanded and finished with one coat of primer, one coat of undercoat and two coats of top coat to match existing paint.

09. Preparation for old areas where required/damaged to consist of removing old paint layers, debris, and damaged components carefully using paint stripper or heat gun, manual sanding to avoid damaging the timber surface.

10. Treat all timber surfaces with appropriate preservative solutions to protect against decay and insect infestation and prime with a high-quality wood primer suitable for exterior exposure.

11. All measurements to be checked on site prior to window manufacture. Final window/door specifications to manufacturer's details and subject to local authority planning & building control approval.

WINDOW/EXTERIOR DOOR ALTERATION KEY

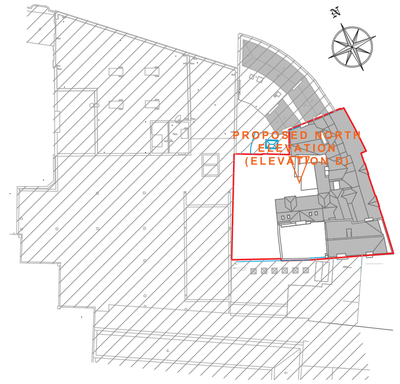
- Existing Timber Windows to be refurbished with secondary glazing
- Existing Retail Units, Ground Floor Shopfront Timber Windows/Doors to be retained and repaired
- New Timber Windows
- New Aluminium Heritage Windows (ALITHERM)
- New Aluminium Smart Wall Door & Screen
- New Timber Doors

ROOF WINDOW ALTERATION KEY

- New Velux Conservation Rooflight
- New Velux AOV with conservation central strip

1:50 0m 1m 2m 3m 4m 5m

ELEVATION KEY



Notes:

do not scale:
detailed drawings and larger scale drawings take precedence. Figured dimensions only are to be taken from this drawing.

dimensions:
All building and site dimensions, levels and sewer invert levels at connection points are to be checked and verified on site by the contractor before the commencement of works. All dimensions are to be checked prior to the placement of orders for materials or the fabrication of work and any discrepancy, omission or error is to be reported to the Architect immediately for verification.

specification:
The Contractor is to comply with current Building Legislation, British Standard Specifications, Building Regulations etc. whether or not specifically stated on this drawing. This drawing must be checked against and read in conjunction with any structural or other relevant specialist and design documentation provided.

PLANNING LISTED BUILDING CONSENT

revisions:

A - 02.12.2024 Window amendments added. JC
B - 26.11.2025 - Information updated to suit Planner comments, conditions 3, 6, & 7 - KS

client:
Mountley Group

project:
Alterations & Extensions
27 - 32 Market Place
Reading

description:
Proposed North Elevation
(Elevation D)
Window Alteration Schedule

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drawn:	scale:	
JC	1:50	@A1
date:	sheet	of:
27.03.2025	-	-

job drwg. no: jw1077-483 rev: B

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