

Eastern Square Property Services

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**EASTERN
SQUARE**

Chief Planning Officer
Havant Borough Council
Public Services Plaza
Civic Centre Road
Havant
PO9 2AX

20th May 2015

Dear Sirs,

Re: 12 Creek Road, Hayling Island, Hampshire, PO11 9RD.

Further to my recent telephone conversation with your office, please now find attached a full plans application in respect of the above property.

As discussed on the telephone we are seeking consent to convert the existing first and second floors of the above property in to individual en-suite letting rooms together with shared catering facilities.

As explained, the property currently trades as Lily Sugars public house on the ground floor with the upper parts being vacant. Previously the upper parts were in use as a nightclub however the license was removed and the upper parts have been left empty for several years.

Please therefore find attached the following documents:

- Full complete planning application forms.
- A full set of the existing and proposed plans.
- Existing and proposed elevations.
- Location plan with the site outlined in red.
- A full Design and Access Statement.

During our conversation it was unclear which planning application fee is applicable to this form of application however if you could send me an email once this is clarified, we can then arrange for payment to be made.

We now believe we have prepared and submitted a compliant application however, if you have any questions regarding this proposal, please feel free to contact me.

Yours faithfully,



Tony Osbourn

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Encl.