



Harwich Town Council  
Town Clerk  
The Guildhall  
Church Street  
Harwich  
Essex CO12 3DS

Planning Services  
Town Hall  
Station Road  
Clacton on Sea  
Essex CO15 1SE

Please ask for Matthew Lang  
Tel: (01255) 686134  
Email: [planning.services@tendringdc.gov.uk](mailto:planning.services@tendringdc.gov.uk)

3 November 2023

Our Ref: 23/01532/FUL

To whom it may concern,

TOWN AND COUNTRY PLANNING ACT 1990  
APPLICATION NO: [23/01532/FUL](#)

PROPOSAL: Proposed upward extension to the existing building to create four new flats, change of use on the first floor, redesign of building exterior, construction of refuse and cycle stores and creation of new residential entrance.  
LOCATION: 268 High Street Harwich Essex CO12 3PD

Please note a planning application has been received by this Council.  
Details of the application can be viewed on the Council's Public Access Website by clicking the above link.

If your Council have any comments to make on this application I must receive them within the next 21 days in accordance with government advice. If they are not received during that period I will assume that you have no observations and will recommend that the application be determined in the absence of any comment.

You may submit your comments via "Public Access for Planning" using the above link.

If you have any enquiries please contact the case officer above.

Yours faithfully

PLANNING SERVICES