



## Window Condition Survey

Please use this template to explain your reasons for undertaking the proposed works that are in poor condition. This will enable the Council to better assess the current condition of the window, the reasons for the proposed work and whether permission should be granted to undertake that work.

The details below should be repeated for each window which you are seeking to replace.

A separate condition survey template is available for window repairs/replacements.

**Window Number and Photo (please note this should correspond to the number shown on submitted plans and elevations):**

*Insert photo here*

**Description** – please include details of age/materials/casement or sash type window/number of panes of historic glass/fixing or opening window/fitting:

**Existing Condition** – please include details of existing repairs, specify extent and exact area of decay:

**Repairs Necessary** – please include details of any scarf-joint/splice/re-cording/extent or repairs required/new glass required/is further investigation needed?

**Cause of Decay** – for example poorly designed/inappropriate materials/lack of maintenance/inappropriate or poor past repairs:

Recommendation:

*Repeat the above for each window you are seeking to replace.*