

Our ref: JPW2016

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Date: 31 July 2023

London Borough of Camden  
Planning - Development Management  
Camden Town Hall  
London  
WC1H 8ND

Planning Portal Reference: **PP-12339748**

Dear Sir/Madam,

**RUSPINI HOUSE, 20-24 PARKER STREET, LONDON, WC2B**  
**APPLICATION FOR A NON-MATERIAL AMENDMENT TO PLANNING PERMISSION**  
**(Ref: 2022/4952/P)**

On behalf of our client Masonic Charitable Foundation, we hereby submit the enclosed non-material amendment application to vary the detail approved under planning permission (Ref: 2022/4952/P) on 20 March 2023. The description of the approved development is as follows:

*Alterations to front and rear elevations including installation of new and replacement windows and doors; installation of cycle storage to rear; erection of external plant enclosure in rear yard, to accommodate air source heat pumps; installation of solar PV panels and air source heat pumps on main roof; in connection with continued use of building as 6 self-contained flats*

The application has been submitted via the Planning Portal under reference number **PP-12339748**.

### Overview

The amendments requested in this application include alterations to replace the existing wall mounted metal building name plate with integrated letter box, to the left of the entrance door with a new metal building name plate incorporating four individual letter boxes. The current building name plate is 600mm wide and 815mm high, and the proposed building name plate and letter boxes will be 600mm wide and 1100mm high.

The justification for the submission of this non-material amendment application is a result of ongoing design development by the technical consultants following the grant of the planning permission (Ref: 2022/4952/P) in order to provide the residents of the four apartments with secure post boxes.

### Planning History

**Certificate of Lawfulness (Ref: 2021/2471/P)** for the use of the building as 6 no. residential units (Class C3) was granted on 25 October 2021.

**Planning permission (Ref: 2022/4952/P)** was approved on 20 March 2023 for alterations to front and rear elevations including installation of new and replacement windows and doors; installation of cycle storage to rear; erection of external plant enclosure in rear yard, to accommodate air source heat pumps; installation of solar PV panels and air source heat pumps on main roof; in connection with continued use of building as 6 self-contained flats.

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Condition 2 states that the development hereby permitted shall be carried out in accordance with the following approved plans, including amongst others:

- Proposed Front Elevation (Drg no. GD 601/GA/210 Rev. PL3)

### **Proposed Amendments to the Approved Scheme**

The proposed amendments are considered to be non-material and do not change the development approved under the original planning permission (Ref: 2022/4952/P).

The revised scheme proposes minor alterations to the front elevation at ground floor level in order to incorporate post boxes for the individual flats. The letter boxes have been designed to replace the current building name plate and letter box with four individual post boxes. The building name plate incorporating the four post boxes will be the same width as the existing building name plate and would only increase the height by 285mm. The proposed building name plate and letter boxes will be no higher than the existing building name plate / letter box.

The proposed amendment to the approved scheme is detailed on the proposed drawing as set out in the below table:

Existing Drawings	Approved Drawings	Proposed Drawings	Amendment
Existing Front Elevation 601/E/200 Rev. PL2	Proposed Front Elevation 601/E/210 Rev. PL3	Proposed Front Elevation 601/GA/210 Rev. PL4	Replacement of the existing building name plate and letter box with an enlarged building name plate and four letter boxes
Existing Front Elevation Main Entrance Detail 601/E/200.2 Rev. PL4	-	Proposed Front Elevation Main Entrance Detail 601/E/210.2 Rev. PL4	Detail of the proposed replacement building name plate and letter boxes

Given that the proposed building name plate and letter boxes would be in the same position as the existing building name plate / letter box but would be marginally taller, the amendments requested in this application will not materially alter the approved development and will not have a significant impact on the overall character and appearance of Ruspini House or the surrounding area, and such should be considered to be non-material and acceptable.

### **Contents of Application Submission**

Accordingly, the content of the application is detailed below:

- This Covering Letter
- Planning Application Form
- Existing Drawings:
  - Existing Front Elevation Main Entrance Detail – Drg no. 601/E/200.2 Rev. PL4
- Proposed Drawings
  - Proposed Front Elevation – Drg no. 601/E/210.1 Rev. PL4
  - Proposed Front Elevation Main Entrance Detail – Drg no. 601/E/200.2 Rev. PL4
- Photographs
  - Exterior – existing name plate and letter box
  - Interior – void behind existing name plate and letter box

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The planning application fee of **£234.00 plus £64** (planning portal service charge) has been paid via the planning portal.

We trust the above is self-explanatory and await confirmation of this application being received and processed. However, should you have any questions please do not hesitate to contact either me .

Yours sincerely,  
for RPS Consulting Services Limited

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**Simon Chapman**  
Director

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