

Our Ref: 23213/KM/ot  
Your Ref: PP- 12396878  
Email: [kmatthews@firstplan.co.uk](mailto:kmatthews@firstplan.co.uk)  
Date: 14 September 2023

Planning Development Control  
Camden Council  
Camden Town Hall  
London  
WC1H 8ND

Dear Sir/ Madam,

**APPLICATION FOR CERTIFICATE OF LAWFULLNESS FOR EXISTING USE AT 1 LYMINGTON ROAD, NW6 1HX**

We have been instructed by our client, Quintet Investments, to submit the enclosed planning application for a certificate of lawful existing use at 1 Lymington Road, London (herein referred to as 'the site'). The application has been submitted online via the Planning Portal (reference: PP-12396878).

In compliance with local and national validation requirements, the following documentation is submitted in support of the application:

- Completed Application Forms;
- Certificate of Lawfulness Planning Statement;
- Statutory Declarations
- Tenancy Agreements
- Tenancy Deposit Letters
- Rent Increase Letters
- Energy Performance Certificates (EPC)
- Council Tax Information
- Electrical Installation Condition Reports (EICR)
- Company name change Letters
- Email Correspondence between Agent and Tenants
- Drawings:
  - 2312\_PA\_002 Site Location Plan (Block Plan)
  - 2312\_EX-120 Existing Site Plan
  - 2312\_EX\_ Existing Plans

The requisite planning fee has been paid online.

We ask that you keep the email correspondence letters confidential as they do have personal email addresses and other details on them.

We trust sufficient information has been provided and we look forward to confirmation of validation shortly. Should you require any further clarification, please do not hesitate to contact me.

Yours faithfully,

A handwritten signature in dark ink, appearing to read 'firstplan' in a cursive, lowercase style.

KATE MATTHEWS  
Director

Enc.