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For the attention of Mr. Gary Bakall
gary.bakall@camden.gov.uk
London Borough of Camden
5 Pancras Square
London, N1C 4AG

16/06/2016

[REDACTED]
[REDACTED]

Your ref: RS/PE/EN16/0188
68-69 Guilford Street, London, WC1N 1DF

[REDACTED]

Dear Mr Bakall,

I refer to the planning contravention notice (PCN) dated 26th May 2016 with reference to the use of 68-69 Guilford Street.

- 1) Please note that the building is in use as a 43 self-contained studio flats and a two-bedroom flat on the ground floor.
Attached floor plans showing the individual units, all with kitchen and bathroom facilities.
We have purchased the building in 2010 and the current layout and usage of the 43 self-contained units has started after we have completed the refurbishment programme in late 2011.
- 2) The building layout has not been altered since the refurbishment programme in late 2011 and no communal kitchens were ever installed.
- 3) Please note that each individual unit was occupied as a self-contained flat continually by private tenants from late 2011 but no later than February 2012, all continuously occupied to date for no less than a minimum of 4 years.
Please find enclosed file copies attached to each individual unit concerned for the total of 43 units.
The two-bedroom ground floor flat is occupied by the same tenant (Mrs. Whitehouse) on a life-time tenancy prior to our purchase in 2010.

4) Enclosed copies of building completion certificate and a sample receipt for kitchen equipment available of carrying out the works. More receipts can be provided if
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If you require any further information, please do not hesitate to discuss it at any time.

Yours sincerely,

A handwritten signature in black ink, which is mostly obscured by a large black redaction mark. The signature appears to be written in a cursive style.

[Redacted Name]
68-69 Guilford Street
London, WC1N 1DF
(The freeholder)