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Dear Sir/Madam

**Summit House, Red Lion Square, WC1R 4QH  
Application for Listed Building Consent and Planning Permission**

We write to submit an application at the above named site for Listed Building Consent and Planning Permission for the following:

*'Internal refurbishment of existing Class B1 office building (Grade II Listed) including alterations to floorplate layouts, new flooring, provision of secondary window glazing, replacement of services and ancillary facilities, enhancement of entrance lobby and waterproofing of basement areas; replacement of existing pavement lights; replacement of plant equipment at roof level; and provision of cycle racks within existing service yard'*

In support of this application, the following documents and reports are submitted:

- o Completed application forms and necessary certificates;
- o CIL Additional Information Form;
- o Site and Location Plans;
- o Existing, Proposed and Comparative (including Demolition) Drawings, prepared by Buckley Gray Yeoman;
- o Design and Access Statement, prepared by Buckley Gray Yeoman;
- o Planning Statement, prepared by Savills;
- o Heritage Statement, prepared by Turley Heritage;
- o External Plant Noise Assessment, prepared by Lee Cunningham Partnership; and
- o Structural Report, prepared by Heyne Tillett Steel.

Please note that due to some large file sizes, some items cannot be uploaded to the Planning Portal. As such, a CD contained a full submission pack will be sent separately.

The appropriate application fee of £385 will also be paid separately.

I trust that everything is in order. Should you need to discuss this application further, please do not hesitate to contact me as set out at the head of this letter.

Offices and associates throughout the Americas, Europe, Asia Pacific, Africa and the Middle East.

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Yours faithfully



Nigel Dexter  
Associate