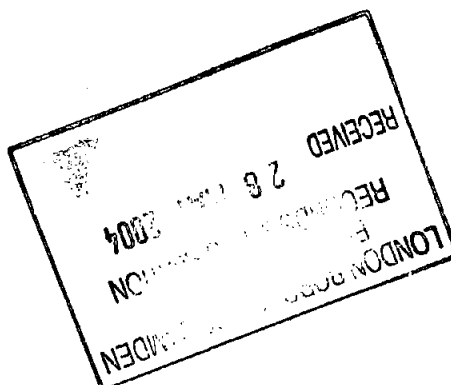


Our Ref: JA/2799  
27<sup>th</sup> May 2004

Development Control  
Environment Department  
Camden Town Hall  
Argyle Street Entrance  
Euston Road  
London WC1H 8ND



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Dear Sirs,

**APPLICATION FOR CHANGE OF USE AT 31 SOUTHAMPTON ROW, LONDON WC1B 5HJ**

Please find enclosed the following documentation in relation to our application for a proposed Change of Use:-

- 5No. copies of drawing nos:
  - 2799/01/01 – Existing first floor plan (no alterations proposed)
  - 2799/02/01 – Existing second floor plan (no alterations proposed)
  - 2799/03/01 – Existing third floor plan (no alterations proposed)
  - 2799/04/01 – Existing fourth floor plan (no alterations proposed)
- 5No. copies of Planning Application Form, including original
- 5No. copies of site location plan scaled @ 1:1250
- 5No. copies of photographic schedule – 31 Southampton Row
- 1No. fee application cheque in the sum of £220.00

It is our client's proposal to make an application for a Change of Use from existing Office use (B1) to that of mixed use (B1) Office/(D1) Education, from first to fourth floor levels.

The fifth floor level is currently used as residential flats and will remain unchanged and does not form part of this application.

The ground floor shop units are currently used for retail purposes and will remain unchanged and do not form part of this application.

At present, our client is having difficulty letting the floor levels to potential occupiers as office space but feels that there is an increased likelihood of influencing tenants by marketing the floor levels for mixed use namely, office/educational purposes.

We do not propose to undertake any building works or alterations to the property and the submitted application relates purely to a Change of Use.

Naturally, if you do require further information please do not hesitate to call.

Yours sincerely,



**Justin Ansell**  
justin@psk.co.uk

cc: N Watson, Esq – ACR Commercial Properties