

Our Ref: 22370/MS/gc  
Your Ref: PP-11526126  
Email: [mshearman@firstplan.co.uk](mailto:mshearman@firstplan.co.uk)  
Date: 05 September 2022

Planning Department  
5 Pancras Square  
London  
N1C 4AG

Dear Sir/Madam,

**PLANNING APPLICATION FOR THE ERECTION OF A SINGLE STOREY ROOF EXTENSION IN  
ORDER TO FACILITE CONVERSION OF EXISTING DWELLING INTO 3 NO. 2-BEDROOM FLATS  
2A FLEET ROAD, LONDON, NW3 2QS**

We have been instructed by our client, Jo Rosenfelder, to submit the enclosed planning application for the erection of a single storey roof extension at 2A Fleet Road, London, NW3 2QS. The proposal will enable the existing flat at first and second floor levels to be converted into 3 no. 2-bedroom flats.

In accordance with national and local validation requirements, the following documents are enclosed in support of the application:

- Completed Application Forms and Certificate A;
- Completed CIL Forms;
- Planning, Heritage and Design and Access Statement – prepared by Firstplan;
- Site Location Plan;
- Existing Plans (drawing no. FR\_910\_21);
- Existing Elevations (drawing no. FR\_910\_22);
- Proposed Plans (drawing no. FR\_910\_23);
- Proposed Elevations (drawing no. FR\_910\_24);
- Existing and Proposed Roof Plans (drawing no. FR\_910\_25);
- Proposed Section showing roof addition (drawing no. FR\_910\_26);

The requisite planning and admin fee has been paid online via the planning portal.

We trust that the information enclosed is sufficient for the purposes of positively determining this application and look forward to hearing from you once this has been registered. However, should you require anything further, please do not hesitate to contact me.

Yours faithfully,



MARK SHEARMAN

Director