



True Blue Architecture Ltd

3 Willowbrook,
Water Eaton Road,
Oxford, OX2 7XD

Planning Service

London Borough of Havering,

Mercury House,

Mercury Gardens,

Romford, RM1 3SL

Dear Sir/ Madam,

Conversion of C3 4 Bedroom to C4 5 Bedroom HMO (Retrospective), 4 Camborne Terrace, RM3 8FG

On behalf of the owner of the property at 4 Camborne Terrace, the following supporting information has been provided to accompany the application for the change of use from a 4 bed 4 person property (Class C3) to a 5 bed 5 person HMO (Class C4):

Following a detailed review of existing approved Change of Use Applications within the local area, the applicant would like to submit an application for full planning permission.

The following documents have been submitted via the planning portal, in support of the application:

1. A copy of the Full Plans Planning Application Form duly completed
2. A copy of the Community Infrastructure Levy (CIL) Form duly completed
3. A copy of our drawings no. 2420.10.001, 2420.10.101, 2420.20.101 and 2420.20.102
4. A copy of our Design and Access Statement
5. The fee in sum of £648.00 has been paid via the Planning Portals on-line payment facility.

Although requested on the planning portal, a Completed Biodiversity Metric has not been provided, due to the size scale of development, no external works being proposed as part of the application, and only minor alterations being made internally. If this is not deemed to satisfy the council's validation requirements, please don't hesitate to contact us directly using the details below.

Tel: 01865 570 298

Email: sam@truebluearchitecture.com



Under the data protection act we would request that the local authority redact all confidential and personal information from the above documents.

Please do not hesitate to get in touch if further information is required.

Yours Sincerely,

Mr Sam Ledger

On behalf of True Blue Architecture