

London Borough of Haringey
Planning Department

September 2023

COVER LETTER

APPLICATION FOR CERTIFICATE OF LAWFULNESS FOR EXISTING USE 55 West Green Road, London, N15 5DA

To whom it may concern,

This letter accompanies an application for a certificate of lawfulness to establish the existing use of the above-mentioned property as 5no. self-contained flats. The building has been continuously occupied as 5no. self-contained flats for in excess of four years and the applicant seeks to regularise this. The flats are known as Flat 1, Flat 2, 55a, 55b and 55c.

This document provides a summary of the evidence being provided to demonstrate the uninterrupted occupation of the property as 5no. self-contained flats for the last four years.

The evidence provided includes the following:

- **Section 1:** Assured Shorthold Tenancy and Assured Periodic Tenancy Agreements
- **Section 2:** Additional Supporting Evidence
 - Rental Deposit Certificates
 - Bank Statements/Statements of Account
- **Section 3:** Other Supporting Evidence
 - EPC Certificates
 - Valuation Office Agency's Council Tax Listing and Bills
- **Section 4:** Additional Miscellaneous Evidence
- **Section 5:** Statutory Declaration.

Please see a full summary below.

Section 1: Assured Shorthold Tenancy and Assured Periodic Tenancy Agreements

Please note that unless indicated otherwise, the tenancies rolled over until the commencement of a new tenancy. The names of the AST's can be cross referenced with the additional evidence listed in Section 2.

Schedule of AST's and APT's

Flat 1

- **2014-2020** AST for Flat 1, 55 West Green Road, dated 31-October 2014 (Earl Joseph Green). Six-month term. Rolled over.
- **2020-Present** APT for Flat 1, 55 West Green Road, dated 3-March-2020 (Earl Joseph Green). Rolled over until the present.

Flat 2

- **2016-2020** AST for Flat 2, 55 West Green Road, dated 7-March-2016 (Mr Deniz Bozkurt) six-month term. Rolled over.
- **2020-Present** APT for Flat 2, 55 West Green Road, dated 3-February-2020 (Deniz Bozkurt). Rolled over until the present.

Flat 55A

- **2015-Present** AST for Flat 55A, West Green Road, dated 28-August-2015 (Alexei Grace Sacre). One year term. Rolled over until the present.

Flat 55B

- **2019-2020** AST for Flat 55B West Green Road, dated 2-August-2019 (Francesca Lembo). One year term.
- **2020-2022** AST for Flat 55B West Green Road, dated 9-July-2020 (Mabenga Moupondo). Six-month term. Rolled over.
- **2022** AST for Flat 55B West Green Road, dated 24-February-2022 (Sara Abraham). Six-month term.
- **2022** AST for Flat 55B West Green Road, dated 6-May-2022 (Diana Livanessa Agramonte Escalanto). Six-month term.
- **2022-2023** AST for Flat 55B West Green Road, dated 11-August-2022 (Samed Hazaea Naji Al Ameri). Six-month term.
- **2023** AST for Flat 55B West Green Road, dated 19-January-2023 (Victor Pelosini Santana and Alessandra Chaves Dos Santos). One-year term.

Flat 55C

- **2013-2021** AST for Flat 55C, West Green Road, dated 16-October-2013 (Nicholas Gayle). Six-month term. Rolled over.
- **2021-2023** AST for Flat 55C, West Green Road, dated 1-July-2021 (Trevor Germain Allen). Six-month term. Rolled over.
- **2023** AST for Flat 55C, West Green Road, dates 22-February 2023 (Ramirez Toro Johan Felipe). One year term.

Section 2: Additional Supporting Evidence

Please also find attached the following additional supporting evidence which can be used to cross reference the AST's and further evidences the occupation of the property as 6no. self-contained flats.

Rental Deposit Certificates

Some of the rentals were secured by rental deposit certificates. These have provided where available.

Flat 1

- Flat 1, Deposit Protection Certificate (Earl Joseph Green) November 2014

Flat 2

- Flat 2, Deposit Protection Certificate (Deniz Bozkurt) March 2016

Flat 55B

- Flat 55B, Deposit Protection Certificate (Francesca Lembo) August 2019
- Flat 55B, Deposit Protection Certificate (Diana Livanessa Agramonte Escalanto) May 2022
- Flat 55B, Deposit Protection Certificate (Victor Pelosini Santana) January 2023

Flat 55C

- Flat 55C, Deposit Protection Certificate (Ramirez Toro Johan Felipe) February 2023

Bank Statements

Flat 1

2014-Present Statement of account showing rent received from Earl Joseph Green for the full period of tenancy.

Flat 2

2016-Present Statement of account showing rent received from Deniz Bozkurt for the full period of tenancy.

Flat 55A

2015-Present Statement of account showing rent received from Alexei Grace Sacre for the full period of tenancy.

Flat 55B

2019-Present Statement of account showing rent received from the series of tenants for the full period of their respective tenancies.

Flat 55C

2013-Present Statement of account showing rent received from the series of tenants for the full period of their respective tenancies.

Section 3: Other Supporting Evidence

EPC Certificate

EPC Certificates for four of the flats (Please find copies of the EPC's attached)

	Date of Assessment	Certificate Dated
Flat 2	29-February-2016	29-February-2016
Flat 55A	13-February-2015	14-February-2015
Flat 55B	13-February-2015	17-February-2015
Flat 55C	16-February 2015 1-July-2021	16-February 2015 1-July-2021

Valuation Office Agency's Council Tax Listing and Bills

- Council Tax Listing for Flat 1 with effect from 11-April-2014
- Council Tax Listing for Flat 2 with effect from 11-April-2014
- Council Tax Listing for Flat 55A with effect from 1-April-2012
- Council Tax Listing for Flat 55B with effect from 1-April-2012
- Council Tax Listing for Flat 55C with effect from 1-April-2012

Council Tax Bills

- Council Tax Bill for Flat 2, dated 27-February-2016
- Council Tax Bill for Flat 55B (First Floor Flat), dated 25-April-2016

Section 4: Additional Miscellaneous Evidence

Signed and dated confirmation of 'Move in Checklist,' to be found at the end of the relevant AST's. These have been provided for the following flats:

- Flat 55B (July 2019) - Francesca Lembo
- Flat 55B (February 2022) – Sara Abraham
- Flat 55B (May 2022) - Diana Livanessa Agramonte Escalanto
- Flat 55B (January 2023) - Victor Pelosini Santana and Alessandra Chaves Dos Santos
- Flat 55C (July 2021) - Trevor Germain Allen
- Flat 55C (February 2023) - Ramirez Toro Johan Felipe

Section 5: Statutory Declaration

Statutory Declaration signed by Daniel Adler of Greatglen Estates Ltd, the property manager for 55 West Green Road.

Conclusion

It should be self-evident from the information provided that the property has been occupied as 5no. self contained flats for more than four years and should therefore be deemed lawful. We trust that you will find the information provided sufficient to establish the lawfulness of the existing use of the property as 5 self contained flats.

If you require any further information, please do not hesitate to contact us at info@eatownplanning.co.uk or 0330 221 0449.

Yours sincerely,

A handwritten signature in black ink that reads "Josh Myers". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

Josh Myers

Town Planning Assistant
EA Town Planning LTD