

Job No. 225267
Date 25.06.26



Structural Design Studio Ltd
Studio 1, Three Eastfields Avenue
London
SW18 1GN

Structural Design Studio is a limited company registered in England and Wales no. 10727757

Planning Department
London Borough of Haringey
5th Floor, Alexandra House,
10 Station Road, Wood Green,
London,
N22 7TY

25th June 2026

5 Firs Avenue, Muswell Hill, N10 3LY
Planning Reference. HGY/2026/0923, dated 22/06/26

Dear sir/madam,

On behalf of our client, we provide this letter in order to discharge the following condition(s):

Condition 4 *The development for basement works hereby approved shall not commence until such time as a suitably qualified chartered engineer with membership of the appropriate professional body has been appointed to inspect, approve and monitor the critical elements of both permanent and temporary basement construction works throughout their duration to ensure compliance with the design which has been checked and approved by a building control body. Details of the appointment and the appointee's responsibilities shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of development. Any subsequent change or reappointment shall be confirmed forthwith and retained for the duration of the construction works.*

I can confirm that Structural Design Studio Ltd are appointed throughout the building works and undertake periodic site visits to view the permanent and temporary works. Structural Design Studio Ltd will be represented by Sarah Wadley who is a Chartered Structural Engineer MEng (Hons) CEng MStructE.

Yours faithfully,



Sarah Wadley
MEng (Hons) CEng MStructE

Director | **Structural Design Studio**



Annex 1 – Scope of Services

Item		Included?
<i>Standard Design Items</i>		
Foundations	Mass concrete foundations (strips and pads)	☒
	Reinforced concrete foundations (RC ground beams, rafts)	☒
	Information to allow piling contractor to design piles	☐
Steelwork	Design of primary steel members (beams, columns, frames)	☒
Reinforced Concrete	Design of primary structure (beams, columns, ground bearing slabs)	☒
Timber	Design of primary structure (joists, rafters, trimmers, load-bearing walls)	☒
Masonry	Design of load bearing masonry walls	☒
Calculations	Structural calculations for submission to Building Control	☒
Specification	Structural specification	☒
<i>Specialist Design Items</i>		
Steel to steel connection detailing		☒
Lintels in load-bearing walls		☒
Below ground drainage (sub-consultant design)		☐
RC detailing		☐
Pile design		☐
Design of landscaping/external retaining walls		☐
Timber truss elements		☐
Architectural staircases and balconies		☐
Structural glazing		☐
Metalwork for balconies and balustrades		☐
Brickwork / blockwork movement control joints		☐
Precast stairs, floors and cladding		☐
Glulam timber elements		☐
Cladding/Façade Engineering		☐
Non-loadbearing masonry panels		☐
Temporary works design		☐
Waterproofing design		☐
<i>Drawings</i>		
CAD / Revit scaled drawings		☒
Bluebeam scaled PDF drawings		☒
Hand sketches		☒
<i>Site visits and meetings</i>		
Initial site visit		☒
Number of additional site visits allowed for during design stage (e.g. to view opening up works), up to		0
Number of site visits allowed for during construction, up to		3
Number of design team meetings allowed for, up to		0
<i>Third Party Surveys</i>		
Organising ground investigation / soil analysis		☒
Organising Basement Impact Assessment with Geotechnical company		☒
Organising trial pits		☒
Organising opening up works		☒
<i>Reports</i>		
Feasibility report		☐
Non-intrusive visual inspection letter / report		☐
Construction Method Statement for basement planning submission		☐
<i>Misc</i>		
Preparation of structural information for Landlords / Freeholders		☐
Preparation of structural information for Party Wall Agreements		☒