

Planning Services,  
Guildford Borough Council,  
Millmead House,  
Millmead,  
Guildford,  
Surrey  
GU2 4BB

5th February 2024

For the attention of Lisa Botha , Specialist- Development Management  
(Applications)

Dear Sirs,

**Ref : London Camera Exchange, 8 Tunsgate, Guildford GU1 3QT  
Planning Approval 20/P/01399 dated 01/03/2022**

With regard to the above retail premises and current planning approval the works are now in hand to be undertaken very shortly.

Further to my recent email communications with Ms. Botha, I confirm it is my Clients wish to now use the basement of the above as additional formal storage to their existing retail outlet. The sub-standard basement will be upgraded to provide a dry, stable environment and the ceiling height of 1940 mm increased 210mm to 2150mm by means of excavation and lowering the existing floor. This marginally affects the shop layout internally as the floor hatch and very steep ladder/stair will require to be replaced to provide safe access to the basement.

There will be no change to the building footprint generally nor the elevations thus we would be pleased if this change can be accepted by Guildford Borough Council (GBC) as a Non Material Amendment (NMA) to the existing approval.

To that end please find attached drawing numbers ACC/958/08/B; ACC/958/17/B and ACC/958/22 illustrating these changes together with completed NMA applications forms. The application fee has been previously paid direct to GBC payment reference being Mussono-03486420, details D5100K4976

We look forward to hearing from you in due course

Yours faithfully



Anthony Marti, BSc (Hons) MFPWS, MRICS.

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- Planning Applications
- Project Management
- Dilapidation Claims
- Defect Analysis



**RICS**

The Royal Institution of  
Chartered Surveyors



The Faculty of Party  
Wall Surveyors

**Consultants:**

- D.J. Button BSc., C.Eng.,  
M.I.C.E.  
Structural Engineer
- M.G. Perry  
Senior Quantity Surveyor
- P. Stubbington  
Land Surveyor

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