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21 February 2024

Dear Sir/Madam

**Premiere House, Elstree Way, Borehamwood, Hertfordshire, WD6 1JH**  
**Submission of Non-Material Amendment**  
**Portal Ref: PP-12778377**

This letter accompanies an application for a non-material amendment to permission reference 23/1280/FUL which was granted on 24/11/2023 for the following:

*Single storey extension to existing office building to create ancillary gym, with provision of new cycle parking.*

This application seeks non-material changes to the internal layout of the approved development as follows:


- Retention of internal structural walls.
- Re-location of internal partition walls and doors.
- Re-configuration of internal gym space and equipment position.

As the proposed changes are solely of an internal nature, there will be no change to the approved footprint of the building, the approved location of the ancillary gym area within the context of the wider building or to the approved external appearance of the building. As a result, the minor internal amendments will have no material impact on the approved scheme. The changes would not be perceivable externally, therefore there will be no impact on the visual amenities of the area.

The minor amendments sought will enable the internal space to be re-organised, improving the overall functionality of the gym. The positioning of the gym equipment and internal subdivision of different rooms will make best use of the space provided, leading to a more efficient and inviting space for its users.

In addition, the amendments will result in the generation of less waste arising from the proposed development, with existing internal structural walls now retained as opposed to being demolished as approved under ref 23/1280/FUL.

The application is supported by the following drawing:

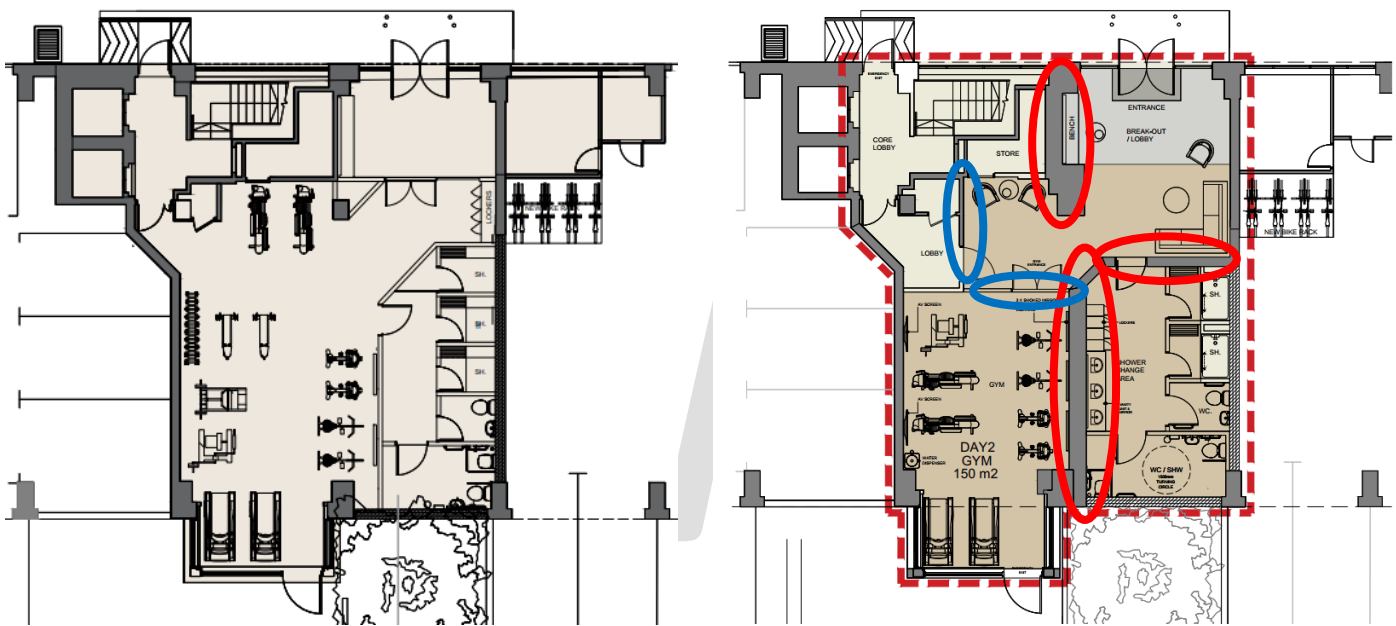
 081A\_BW\_GF\_GYM\_PR\_Rev B

The abovementioned submitted drawing would replace approved drawing reference: 230920\_BW\_PlanApp\_Gym04Proposed Plan Rev A, subject of permission 23/1280/FUL.

A comparison of the two plans is shown below. The structural walls proposed to be retained are outlined in red. Internal partition walls will be installed in the areas shown blue.

Approved Plan of 23/1280/FUL

Proposed Replacement Plan



I trust you have all the information to enable registration of the application; however please do not hesitate to contact me should you require anything further.

Yours faithfully

*Rosalind Gall*

**Rosalind Gall MA MRTPI**  
**Associate Director**

