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**Our ref: 2023/1131/PRE**  
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Dear Mirsad Krasniqi,

**Re: 3 Belsize Mews, London, NW3 5AT**

I refer to your pre-planning application enquiry 2023/1131/PRE at 3 Belsize Mews, London, NW3 5AT. Thank you for sending the documents detailing the proposed alterations to the property, as well as the site visit conducted on 18/04/2023.

### **1. Proposal**

The proposal involves the erection of a roof extension that would effectively create an additional floor over part of the existing roof, closest to the adjoining neighbour to the north. Additionally, a portion of the roof is proposed to be converted into a roof terrace to serve the bedroom on the proposed new floor.

### **2. Site description**

The site is a mid-terrace property located on a corner plot within Belsize Mews, which is located on the south side of Belsize Lane. The building currently consists of a ground floor and first floor, and the pitched roof contains some loft storage space. The property was constructed in the 1980s as part of a housing redevelopment. It is located within the Belsize Park Conservation Area, which does not designate the building or Belsize Mews more broadly as making either a positive or negative contribution to the character or appearance of the Conservation Area.

### **3. Relevant planning history**

#### Application site

No relevant history.

#### Neighbouring Properties:

##### 1 Belsize Mews

**2005/3141/P** – Erection of a roof extension over part of the existing roof terrace at 3<sup>rd</sup> floor level, to provide additional habitable accommodation for the existing single-family dwelling house. **Granted 20/09/2005.**

#### 6 Belsize Mews

**PWX0202051** – Erection of a roof extension at second floor level to provide additional accommodation for the existing house. **Refused 07/01/2003.**

**Reasons for refusal:** Bulk, form, detailed design, and facing materials of roof extension would be harmful to character and appearance of building and surrounding buildings.

#### 7 Belsize Mews

**2014/1650/P** – Erection of rear dormer extension incorporating three rooflights. **Granted 23/05/2014.**

#### 9 Belsize Mews

**2016/0420/P** – Erection of rear dormer extension. **Granted 12/04/2016.**

#### 10 Belsize Mews

**2011/5185/P** – Renewal of planning permission granted 02/06/2009 (2009/0761/P) for erection of an extension at second floor level to single family dwelling (Class C3) including the creation of a roof terrace. **Granted 24/04/2012.**

### **4. Relevant policies and guidance**

National Planning Policy Framework 2021

The London Plan 2021

Camden Local Plan 2017

- A1 Managing the impact of development
- D1 Design
- D2 Heritage

Camden Planning Guidance

- CPG Amenity
- CPG Design
- CPG Home Improvement

Belsize Park Conservation Area Statement (2003)

### **5. Assessment**

The principal planning considerations are considered to be the following:

- Design and conservation
- Neighbouring amenity

### **6. Design and conservation**

Local Plan Policies D1 and D2 are aimed at achieving the highest standard of design in all developments. Policy D1 requires development to be of the highest architectural and urban design quality, which improves the function, appearance, and character of the area. Policy D2 states that the Council will preserve and, where appropriate, enhance Camden's rich and diverse heritage assets and their settings, including conservation areas.

As part of Belsize Mews, the existing building is similar in style, size, and design to the other fifteen properties located in the housing development; all houses within the mews are constructed of the same materials and feature similar details such as integrated garages and Juliet balconies. A number of the properties within the mews have three storeys and an almost mansard-style roof with an integrated roof terrace to the front of the second floor, however this property (along with several others to the south of the mews), has only two storeys and a pitched roof design that does not have a roof terrace. Although there is not uniformity amongst the Belsize Mews properties, the rooflines do follow a distinct pattern. Due to the positioning of the application site, it is one of the only properties that has a clearly visible elevation from the public realm, as Belsize Mews is a gated private development, and the only view from public space provides a direct line of sight from Belsize Lane to no.3 (please see the photo below).



View of the front elevation of No. 3 Belsize Mews, looking south-east from Belsize Lane

The proposal is to extend the roof by effectively adding another storey over one part of the existing roof and integrating a roof terrace into another part of the roof slope. The roof extension would in part be acceptable, but there are elements which would not be supported; the current proposal to extend upwards would be deemed acceptable in principle, however the roof terrace would be an inappropriate addition. As previously established, the roof terraces within Belsize Mews take a very particular form where there is a set back mansard style roof that effectively creates a roof terrace between the roof and the front elevation. The proposed roof terrace would more closely resemble an inset balcony as a result of the pitched roof of the property, so would be uncharacteristic of the surrounding buildings and constitute an inappropriate development.

It is also worth noting that the property's location means it has one of the few elevations in the mews that is directly visible from the public realm and is also particularly visible due to the topography of the land sloping downwards. As shown in the above, any development to the front elevation would be immediately obvious, so additions that would be harmful to the character or appearance would also be particularly evident.

The potential of extending upwards is not inherently unacceptable in principle, but careful consideration would need to be taken to ensure that any roof extension is complementary to the character and appearance of the building, neighbouring buildings, and surrounding

area. The Belsize Conservation Area Statement features guidance on new development and roof extensions in the conservation area. Point BE19 states that new development should “*respect existing features such as building lines, roof lines, elevational design, and, where appropriate, architectural characteristics, detailing, profile and materials of adjoining buildings*”. Point BE26 refers specifically to roof extensions, and states that proposals will be unacceptable they “*would be detrimental to the form and character of the existing building*”. Therefore, any upward extension would need to clearly integrate well with the roof line and form and would need to appear subservient to the adjacent properties and avoid reading as an incongruous addition to the building.

Any future proposal would need to be shown to abide by the guidance set out in the conservation area statement so that the works are in accordance with Policies D1 (Design) and D2 (Heritage) of the Camden Local Plan. These would be the policies that any proposal would be assessed against, so the development must be shown to be preserving and enhancing the building and wider conservation area, in line with the aforementioned policies.

It should be acknowledged that the rear elevations of the property are visible from Belsize Avenue, so any future proposal would need to be supported by elevation drawings from all sides. The fact that the property is located on a corner plot does inevitably create some significant challenges with designing a roof extension that integrates well, but it is theoretically acceptable, provided it respects the existing roof form and demonstrates that it is not harmful to the building or conservation area. For this reason, I would advise that any future proposal does not extend in the area where the roof terrace is currently proposed, as this would likely create harm due to the visibility and the potential to create visual clutter. When submitting an application in the future (whether for further pre-application advice or planning permission), it would be worth, if possible, providing isometric drawings that show how the new proposed roof extension and additional storey would integrate into the existing roofline, as this is an area of the proposal that is difficult to visualise without clearer drawings.

## **7. Neighbouring amenity**

Local Plan Policies A1 and A4 seek to protect the amenity of Camden’s residents by ensuring that the impact of development is fully considered; they seek to ensure that development protects the quality of life of occupiers and neighbours by only granting permission for development that would not harm the amenity of neighbouring residents. This includes loss of privacy through overlooking, loss of outlook, and implications on daylight and sunlight and noise. CPG (Amenity) provides specific guidance with regards to these factors.

It is considered that any roof extension that could be constructed would likely give rise to potential overlooking into habitable windows of neighbouring properties, in particular no.4, due to the unusual layout of houses in the mews. It would be recommended that any future revisions to the proposal reduce the scale of the window that faces this property; given the close proximity and increased height a roof extension would bring, care would need to be taken to reduce the potential loss of privacy, and the large floor to ceiling glazing currently proposed would likely be seen as unacceptable in this regard. More detailed sections and plans that include neighbouring windows would help with assessment to understand the impact on neighbouring amenity.

A roof extension in this location could potentially cause some loss of light and create overshadowing, so a daylight and sunlight assessment is recommended to demonstrate that the amenity of nearby residents would not be negatively impacted

## **8. Conclusion**

Overall, a roof extension at the application site is not unacceptable in principle, but a roof terrace would not be acceptable or able to be supported. Provided the design is revised and more details supplied, the Council may be prepared to support a proposal to extend upwards in this location, though it would need to be demonstrated that the addition would not cause harm to the character or appearance of the building and conservation area. It is recommended that you seek further pre-application advice relating to the detailed design of the roof extension. The impact of the development on the amenity of neighbouring occupiers and residents would need to be reassessed in a revised scheme to ensure that it is not negatively affected.

You are encouraged to submit amendments to try to address these concerns. Any further advice or feedback and/or meetings would require additional fees to be paid. Please check the Council's website for a list of fees associated with this type of proposal.

## **9. Planning application information**

If you submit a planning application which addresses the outstanding issues detailed in this report satisfactorily, I would advise you to submit the following for a valid planning application:

- Completed form – Householder Application
- An ordnance survey based location plan at 1:1250 scale denoting the application site in red;
- Floor plans at a scale of 1:50 labelled 'existing' and 'proposed';
- Roof plans at a scale of 1:50 labelled 'existing' and 'proposed';
- Elevation drawings at a scale of 1:50 labelled 'existing' and 'proposed';
- Section drawings at a scale of 1:50 labelled 'existing' and 'proposed';
- Isometric drawings (if possible) showing changes to roof design labelled 'existing' and 'proposed';
- Design and access statement;
- Daylight and sunlight assessment;
- The appropriate fee of £206;
- Please see [supporting information for planning applications](#) for more information.

We are legally required to consult on applications with individuals who may be affected by the proposals. We would put up a site notice on or near the site and, advertise in a local newspaper. The Council must allow 21 days from the consultation start date for responses to be received. Whilst no consultation with interested parties is undertaken as part of the pre-application process, it would be in the applicant's interests to discuss this with neighbours and local groups such as the Belsize Conservation Area Advisory Committee before an application is submitted.

It is likely that that a proposal of this size would be determined under delegated powers, however, if more than 3 objections from neighbours or an objection from a local amenity group is received the application will be referred to the Members Briefing Panel should it be recommended for approval by officers. For more details click [here](#).

**This document represents an initial informal officer view of your proposals based on the information available to us at this stage and would not be binding upon the Council, nor prejudice any future planning application decisions made by the Council.**

If you have any queries about the above letter, please do not hesitate to contact Sam FitzPatrick through the email or number above.

Thank you for using Camden's pre-application advice service.

Yours sincerely,  
Sam FitzPatrick  
Planning Officer