

**8 GREAT JAMES STREET  
LONDON  
WC1N 3DF**

**EXTENSION OF ACCOMODATION TO 4<sup>TH</sup> FLOOR LEVEL WITH ASSOCIATED ROOF DORMERS AT  
FRONT AND REAR AND INTERNAL REFURBISHMENT AND EXTERNAL ALTERATIONS**

**METHOD STATEMENT**

Pursuant to condition 4 (method statement) of listed building consent dated 27<sup>th</sup> January 2022 (ref: 2021/0854/L)

*“Prior to the commencement of works, a method statement, including details of all internal works shall be submitted to and approved in writing by the local planning authority. The relevant part of the works shall not be carried out otherwise than in accordance with the details thus approved.*

*Reason: In order to safeguard the special architectural and historic interest of the building in accordance with the requirements of policy D2 of the Camden Local Plan 2017.”*

Bailey Lewis  
Otter Hut  
The Quay  
Burnham-on-Crouch  
Essex  
CM0 8AX

October 2023 RevC

## 1.0 Generally

- 1.1 All works outlined below to be read in conjunction with the approved drawing.
- 1.2 All repair or reinstatement work to make good the affected areas must match the original adjacent work in respect of materials, detailed execution and finished appearance.
- 1.3 No other features of interest shall be removed from their current locations as part of these works or without approval prior agreement unless already approved.
- 1.4 All work will be carried out between the hours of 08.00-17.00hrs Monday to Friday, and there will be no work carried out over weekends or bank holidays.
- 1.5 Adjoining owners will be given advance notice of all proposed noisy works.
- 1.6 A single parking space will be suspended in front of the house for the use of a single builder's van throughout the duration of the works. That same space will be made available for all deliveries during the course of the works. All spoil and waste emanating from the works will be bagged, and periodically removed from site. There will be no skips placed at the roadside except by prior agreement.
- 1.7 A fully sheeted scaffold will be erected front and rear, including temporary roof structure during the course of the works. The sheeted scaffold will provide containment of dust, and the temporary roof will serve to protect internal and historic building fabric from the weather whilst the new roof structure and dormer windows are constructed.
- 1.8 The works will be programmed so that the scaffold can be removed at earliest opportunity with all new windows installed, and repairs and cleaning of external brickwork, as well as new roof works at the front of the building programme.

## 2.0 Fourth Floor/Roof works

- 2.1 Existing roof slates will be stripped and selected with all those re-usable set aside for re-use on outer roof slopes. Any replacement slates to match existing will be used on inner slopes. Lead lined valley gutter formed centrally with outlet discharging within floor void alongside stair opening.
- 2.2 Party Wall raised in 215mm brickwork on No.9 side, and finished in 73mm insulated drylining plasterboard. Existing Party Wall on No.7 side dry lined in same 73mm board.
- 2.3 All existing roof timbers to be stripped off, new steel ridges inserted between Party Walls, and new roof pitched using pressure impregnated graded timber, with trimmed openings for dormer windows and rooflights.
- 2.4 Existing steel structure within attic space, from which floor plates suspended below, adapted with principal steel fixed at floor level within floor thickness between Party Walls. New loadbearing floor timbers inserted between front and rear walls and central steel beam, and floors finished in proprietary grooved boards for floor heating with metal plate heat diffusers, 18mm cementitious screed board covering and finished in tongued and grooved 170x22mm pine floorboards, with full acoustic felt between joists.

- 2.5 Traditional dormer windows carcassed in timber studwork, clad externally in OSB and traditionally finished to cheeks and roof in lead. New traditionally detailed single glazed sash windows incorporated.
- 2.6 Front and rear parapet gutters to be replaced with new stepped lead type, and new lead flashings at all roof/Party Wall abutments.
- 2.7 Small slate roof over closet wing to be stripped off, slates selected as above, and roof re-finished over existing rafters, fully insulated as main roof.
- 2.8 Roof to be fully insulated with multifoil between battens and counter-battens and PIR insulation between rafters. Roof structure fully lined in 12.5mm plasterboard and finished in 2 coat 5mm board plaster.
- 2.9 Internal partitions in timber studwork, wet areas of shower room lined in Hardiebacker board and tiled. Shower room floor overlaid with Ditrmat before tiled/stone floor finish
- 2.10 New timber staircase inserted to trimmed opening between 3<sup>rd</sup> and 4<sup>th</sup> floors.

### 3.0 Third Floor

- 3.1 The entire third floor area has been modernised in recent times, and there remain no historic features, in the floor, walls or ceilings, and the area has been opened into a large central open plan space with a narrow single room to one side front facing and closet wing to rear in its original format. The open plan area retains a central column support where the central loadbearing partition has already been removed. To the front lies a small room with another modern stud and plasterboard partition. The staircase accessing 3<sup>rd</sup> floor from second is a recent replacement (perhaps installed when floors re-levelled) and retains no historic fabric. The partition separating the narrow front facing room is of modern studwork and plasterboard construction. The sash windows front and rear appear to be non-original double hung sash windows of traditional detailing but with non-original glazing arrangement
- 3.2 New timber stud partition formed to reinstate original historic plan layout formed. There will be no faux panelling on this floor, but period fibrous cornices as per approved details will be installed. Modern fire resisting doors panelled to match historic doors retained on lower floors will be hung.
- 3.3 Existing 20<sup>th</sup> century pine floorboards removed and replaced to the lie and level of existing floor structure with selected and approved solid oak boards, random width and length
- 3.4 All new replacement period appropriate approved skirtings and architraves to match lower floors to be installed, as well as new purpose made fire resisting doors panelled to match existing retained elsewhere.
- 3.5 All existing modern plasterboard ceilings to be removed, and replaced with new to suit new room layout, ceiling voids filled with acoustic insulation. New cornices installed as per approved details
- 3.6 Bathrooms to have new plywood floors laid level on shims from existing joists, fully Mapei tanked, Ditrmat and selected large format porcelain tiled/stone floors. Minimal wall tiling

to shower areas only. Purpose made joinery at low level full length of bathrooms at low level to encase cistern/support frames, and standardised wall hung vanity units

3.7 Bedrooms to have bespoke purpose made wardrobes, incorporating drawers and hanging space, box carcasses and painted panelled door fronts.

3.8 All existing sash windows to be replaced with new purpose made, traditionally detailed single glazed box sash units

#### 4.0 Second Floor

4.1 The second floor remains in its current configuration, with just the removal of a modern stud partition currently sub-dividing the front room.

4.2 Existing 20<sup>th</sup> century pine floorboards removed and replaced to the lie and level of existing floor structure with selected and approved solid oak boards, random width and length.

4.3 In order to retain historic lath and plaster ceilings it is proposed to unbond and skim coat over modern Artex ceiling, also retaining the original cornices in all rooms.

4.4 Existing 20<sup>th</sup> century pine floorboards removed and replaced to the lie and level of existing floor structure with selected and approved solid oak boards, random width and length

4.5 Historic panelled doors to be retained and restored subject to the agreement of the Building Inspector.

4.6 All existing sash windows to be replaced with new purpose made, traditionally detailed single glazed box sash units. Existing window shutters fully restored and retained with replacement inner shutter boxes where missing at present

4.7 All historic wall panelling on staircase and in principle rooms to be retained, and repaired as necessary, and pieced in to exactly match existing where missing. New plinth installed at base of existing skirtings to carry electrical accessories at low level, and make abutment with new floorboards.

4.8 Rear bathrooms to have new plywood floor laid level on shims from existing joists, with raised area for shower, fully Mapei tanked, Ditramat and selected large format porcelain tiled/stone floors. Minimal wall tiling to shower areas only. Purpose made joinery at low level for WC and vanity unit, with flush mirror wall cupboards over. A purpose made glass screen will separate WC and shower area from washbasin area.

4.9 Both existing fire surrounds and grates to be retained and refurbished.

#### 5.0 First Floor

5.1 The first floor is to be retained entirely in its existing configuration.

5.2 Existing 20<sup>th</sup> century pine floorboards removed and replaced to the lie and level of existing floor structure with selected and approved solid oak boards, random width and length

- 5.3 Drawing room Artex ceiling to be retained in place, bonded and re-skim coated. The non-original cornice to be removed and replaced with new to match historic cornice retained in back room. Sitting room and Study ceilings to be as above, but with historic cornices retained and repaired/made good as required. Stairwell ceiling to be repaired and retained with existing historic cornice.
- 5.4 Historic panelled doors to be retained and restored subject to the agreement of the Building Inspector, except new door to study, which is to be new fire resisting door, panelled to match other original doors.
- 5.5 All existing sash windows to be replaced with new purpose made, traditionally detailed single glazed box sash units. Existing window shutters fully restored and retained with replacement inner shutter boxes where missing at present
- 5.6 All historic wall panelling on staircase and in principle rooms to be retained, and repaired as necessary, and pieced in to exactly match existing where missing. New plinth installed at base of existing skirtings to carry electrical accessories at low level, and make abutment with new floorboards.
- 5.7 Drawing room fireplace marble surround to be restored, with non-original mantel replaced by specialist. Sitting room marble fire surround to be retained and restored, retaining also reeded metal fireplace lining.
- 6.0 Ground Floor
- 6.1 The historic configuration of rooms at ground floor remains as existing, with exception of vault, beyond the closet wing, which is to have the vaulted roof removed entirely and opened up to create a small courtyard area. The existing closet wing has WC and pantry cupboard inserted  $\frac{3}{4}$  height, to retain full existing ceiling and retain historic sense of space.
- 6.2 Following demolition of vault roof, original brickwork to be exposed, restored and cleaned and repointed, with York stone flags to floor. New opening formed to below for structural glass floor providing daylight to area at Lower Ground floor.
- 6.3 Existing 20<sup>th</sup> century pine floorboards removed and replaced to the lie and level of existing floor structure proprietary grooved floorheating boards, and following floor heating installation overboard with selected and approved solid oak boards, random width and length
- 6.4 Dining room Artex ceiling to be retained in place, bonded and re-skim coated. The non-original cornice to be removed and replaced with new to match historic cornice retained in Kitchen. Kitchen and Hallway ceilings to be retained and restored including retention and making good of existing cornices, replacing missing sections in Hallway. Closet wing ceiling retained with original cornice made good, Artex ceiling skimmed over.
- 6.5 New pantry cupboard and WC formed in SW studwork plasterboarded, both with new doors purpose made to match existing historic doors elsewhere. Pantry fitted out in specialist joinery.
- 6.6 Original fireplaces in Kitchen and Dining Room to be retained and restored, kitchen with non-original mantel replaced by specialist.

- 6.7 All existing sash windows to be replaced with new purpose made, traditionally detailed single glazed box sash units. Existing window shutters fully restored and retained with replacement inner shutter boxes where missing at present
- 6.8 All historic wall panelling on staircase and in principle rooms to be retained, and repaired as necessary, and pieced in to exactly match existing where missing. New plinth installed at base of existing skirtings to carry electrical accessories at low level, and make abutment with new floorboards.
- 6.9 Kitchen joinery and appliances by specialist, wall panelling retained behind fitments.
- 7.0 Lower Ground
- 7.1 The Lower Ground floor retains none of the original features of the house, modern concrete floor, dry lined perimeter walls, plasterboard ceilings, and an array of modern partitions, openings etc to suit its most recent use as office space, storage and WC accommodation. The historic arrangement of rooms is to be reinstated throughout with the exception of the insertion of a compact shower room extending from existing corner cupboard in new Studio Room, and formed with SW stud partition
- 7.2 It is planned to break out the concrete floor throughout the space, and excavate to provide new fully tanked solid floor incorporating insulation to current building standards, with floor heating in the screed over. The floor finish, at existing level to be selected and approved solid oak boards, random width and length, generally with porcelain floor tiles to utility areas at rear.
- 7.3. Dry linings stripped out throughout walls within studio room and TV room, and walls inspected for damp. Remedial treatments to be carried out as required and walls replastered. Vault areas to the rear are seen to be dry and sound, and no further damp protection is considered necessary in these areas. Utility room and Bootroom areas to be investigated for any damp and remedial wall treatments carried out as required.
- Existing dado panelling in stairwell to be retained, and repaired as required.
- 7.4 Ceilings throughout to be replaced with new plasterboard ceilings, with new cornices, to match hallway in stairwell and to match kitchen in Studio Room and Kitchen.
- 7.5 Wine cellar to be fit out with fair-face brick crosswalls and slate shelving. Specialist joinery installed within Utility Room, Bootroom and Store areas.
- 7.6 All new replacement period appropriate approved skirtings and architraves to match upper floors to be installed, as well as new purpose made fire resisting doors panelled to match existing retained elsewhere. Existing door head raised between stairwell and Studio Room.
- 7.7 New door opening between bootroom and utility room to be made within existing historic window opening maintaining and utilising existing window head structure, with opening in historic structure only between floor and original cill level

7.7 All existing sash windows to be replaced with new purpose made, traditionally detailed single glazed box sash units. Existing window shutters fully restored and retained with replacement inner shutter boxes where missing at present.

## 8.0 Externally

8.1 Whilst enclosed and fully scaffolded all external brickwork to be specialist cleaned and local repairs carried out, front and rear. Parapet coping stones to be checked and re-bedded as required, chimney stacks re-pointed, and all pots re-haunched .

8.2 All new windows to have final decorations completed in situ. Front door case to be carefully stripped back, repaired as required, new lead cladding to pediment and flashings reinstated.

8.3 Railings and basement stairs stripped back to bare metal, necessary repairs undertaken and repainted. Front lightwell floor to be repaved in York flagstones.

8.4 2 no. existing vaults have limited headroom and one with limited access. It is proposed to keep these open to the air with galvanised metal gates allowing free ventilation and not to attempt a tanking treatment to the brick vault structures. Both floors will be excavated for new concrete base, and York stone of lightwell continued into the vaults.

8.5 Existing cast iron rainwater goods to front and rear, removed, cleaned, re-jointed and repainted before refitting.

8.6 Main roof completely replaced, in same format as existing with double ridge and central valley gutter, re-using existing slates as possible on outer roof slopes, and incorporating insulation in warm roof configuration, with 2 no. new front facing dormer windows and 1 to the rear and 2 no. conservation rooflights. Dormer roofs and cheeks clad traditionally in lead, with all new lead flashings at abutments, and stepped lead valley gutter centrally.

Small hipped pitched roof over closet wing stripped off and re-laid insulated in warm roof configuration behind enclosing parapet wall. Perimeter parapet gutter re-made in lead to fall to existing hopper outlet.

## 9.0 Mechanical and Electrical Services

9.1 The large lower ground vault becomes a dedicated plant room within which all mechanical plant, boilers, hot water storage, floor heating buffer tanks, manifolds, and the like can be kept outside of the main house, and feed services to all floors via a dedicated service riser located within cupboard spaces that repeat vertically on the Party wall.

Electric fuseboards, and all control panels will also be located within the main plantroom. Incoming services can be brought in below the new lower ground floor from back of pavement entry points.

- 9.2 Traditional column radiators to be installed as heat source at 1<sup>st</sup> to 3<sup>rd</sup> floors, with flow and return pipework following existing pipe routes in floor space. Lower ground floor to have wet floor heating system within new floor screed, and ground floor within make up of new wood floors. At 4<sup>th</sup> floor the floor structure is all new, and the floor heating again within wood floor build up. All bathrooms to have electric floor heating elements within porcelain tiled floor build up. Heating control will be on room by room basis in floor heated areas, and on a floor by floor basis where radiators installed.
- 9.3 Domestic hot water to on unvented pressurized system and be on a timer controlled, pumped secondary hot water loop to draw off points at each hot water fitting. All cold water fittings to be from mains supply.
- 9.4 Small power to be via ring mains, fused on a floor by floor basis. All points to be at low level within skirting, and cabling carefully pulled behind wall panelling in all such areas.
- 9.5 Lighting in all principle rooms to be minimal centre points only, with discrete task lighting in bathrooms and kitchen areas only. All newly fit areas at Lower ground and fourth floor levels wired for power and lighting within new construction.