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London Borough of Camden
Planning Services
5 Pancras Square
London
N1C 4AG

Our Ref: GBR/EBH/U0025188

Your Ref: PP-12562592

3 November 2023

Dear Sir/ Madam,

Town and Country Planning Act 1990 (as amended)
Application for Planning Permission
48-54 Charlotte Street, London, W1T 2NS

On behalf of our client, Bourne Office Space CS Limited'. ('the applicant'), we write to submit an application for planning permission at 48-54 Charlotte Street, London, W1T 4PF ('the site').

This application seeks planning permission for the following:

“External alterations including: creation of roof terraces at first floor, third floor and main roof level and associated planting, railings, lighting and pergolas; extension of stairwell and lift overrun; replacement windows; alterations to doors and windows at ground floor level; introduction of railings at ground floor level; relocation of air handling unit; and associated external alterations in connection with the ongoing use of the building as offices (Class E)”.

Site and Surroundings

The site is situated in the London Borough of Camden, within the Charlotte Street Conservation Area, near to the Borough boundary of the City of Westminster. The site comprises of two buildings situated on the corner of Charlotte Street and Scala Street, constructed from an in-situ reinforced concrete structure with clay-facing brickwork to all street facing elevations.

No. 48 was constructed in the 1970's and No. 50-54 in the 1950's. The buildings were joined in the 1990's and were refurbished most recently in 2015. The existing building comprises of a basement and ground floor with four floors above. The building is currently a vacant office which needs further refurbishment before it is brought back into use.

The property is within 5 minutes walking distance of the Northern Line underground station at Goodge Street and has a PTAL rating of 6b (excellent), the highest level possible.

The following policy designations for the site are set out in the Camden Local Plan (2017):

- Conservation area: Charlotte Street;
- Central London Area (CLA);

- Fitzrovia Area Action Plan.

The surrounding area comprises a mixture of retail, restaurant, offices and other commercial uses, as well as residential properties.

Planning History

A review of Camden's online planning database has been undertaken.

Full Planning permission (ref: 2017/7117/P) was granted on 8 March 2018 for **“Change of use of ground floor room (Room G07) from B1 (office) to dual B1/D1 (office/non-residential institution) use as a doctor's surgery.”**

The most recent use of all parts of the building has been as offices (Class E).

Summary of Proposals

This application proposes to make physical improvements to the building so that the offices are suitable for modern occupiers. This would be done by taking a fabric first approach, so retaining and improving the majority of existing building fabric, with the exception of the windows, which would be replaced to improve the thermal performance of the building.

The following changes which require planning permission are sought at the site, whilst internal refurbishment works would also be undertaken:

- Amendments to the Charlotte Street and Scala Street elevations to provide facade improvements including new windows, revised fenestration at ground floor level, and a new entrance on the corner of Scala Street and Charlotte Street;
- Provision of railings in front of the building and introduction of planting at ground floor level;
- Introduction of 3no. new roof terraces, 1no. to the fifth floor (roof) north-west corner replacing an existing flat roof, and two smaller terraces to the rear elevations of the third floor, and first floor, which would include planting, lighting and screening. Three pergola structures are proposed at rooftop level;
- Extension of the lift overrun by 1.6 metres and main stair enclosure by 3.1 metres so that access could be provided to the roof terrace;
- Replacement of all existing windows to improve the thermal performance of the building;
- Reprovision of an Air Handling Unit at first floor level in an internal courtyard.

The proposed uplift in floorspace would be 5 sqm GIA. This would be made up of a 2 sqm increase at ground floor level where a door fronting Charlotte Street would be relocated so that it aligned with the front elevation and an additional 3 sqm at the fifth floor as part of the stairwell extension.

Planning and Legislative Context

In accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004, the proposals should be assessed against the “Development Plan” and other material considerations. In this instance the relevant part of the Development Plan is The London Plan (2021) and The Camden Local Development Framework (2017).

In addition, the National Planning Policy Framework (2023) is a material consideration.

Camden also has a number of adopted supplementary planning documents which would be a material consideration.

Planning Considerations

Design and Heritage

London Plan Policy D3 requires all development to make the best use of land by following a design-led approach that optimises the capacity of sites. The policy also states that proposals should enhance local

context by delivering buildings and spaces that positively respond to local distinctiveness through their layout, orientation, scale, shape and appearance with regard to street hierarchy, building types, forms and proportions.

Furthermore, Policy D3 Parts 5 to 10 require safe, secure and inclusive environments, active frontages and for buildings to generate liveliness and interest.

At a local level, Camden Local Plan Policy D1 seeks to secure high quality design in development and to ensure that new developments are attractive, safe, and easy to use.

Camden has also published its Design CPG (2021) which established design principles to be used in the assessment of development proposals, regard should be had to ensure that the design is sensitive and appropriately designed and does not spoil the appearance of the property or harm the amenity of the area. Specific to this site is the effects of the proposal on the amenity of adjacent residential properties with regard to daylight, sunlight, outlook, light pollution/spillage, privacy or the working conditions of occupants of adjacent non-residential buildings.

London Plan Policy HC1 states that development proposals affecting heritage assets, and their settings should conserve their significance, by being sympathetic to the assets' significance and appreciation within their surroundings. This supplements Sections 66 and 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Local Plan 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.

Hale Brown Architects has designed a scheme which seeks to upgrade the current building and make modest changes to improve the design of the property.

Placing railings in front of the building to match neighbouring properties and introducing greening would improve the appearance of the area in front of the building. Improved fenestration and a new corner entrance would improve activation at ground floor level.

With regard the terraces, the roof terrace has been set back from the roof edges so that only limited planting and railings would be visible within street views (see three street views tested within the accompanying Design and Access Statement). Planting would be provided at all terraces to improve site biodiversity and urban greening, which is considered to be a planning benefit, as it making use of a flat roof which currently has no value. Although there would be minor increases in height in terms of the rooftop lift overrun and staircase enclosure, these would be minimal changes which would not be visible from street views.

The proposals represent an improved design when compared to the current position. As such no harm would be caused to the character and appearance of the conservation area or the setting of nearby listed buildings.

The scheme is also considered to represent a sustainable form of development given that the majority of building fabric would be retained and that new windows would improve its thermal performance.

We consider that the proposal is acceptable in terms of design and conservation.

Neighbour Amenity

There are residential dwellings close to the site on Scala Street, Whitfield Street, Godge Street and Charlotte Street. These proposals seek both in design and operational terms to preserve local residential amenity levels.

Policy A1 states that Camden will seek to protect the quality of life of occupiers and neighbours, by considering visual privacy and outlook.

Due to the proposed screening, views would be restricted into neighbouring properties to prevent any overlooking issues.

In regard to noise impacts, the proposed terraces would be used solely by the occupiers of the office space below and they have been designed to provide a quick breakout space for workers. The use of the terrace would be restricted to between 8am to 9pm Mondays to Fridays. No music would be able to be played on the



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terraced. A full range of measures which would be put in place to protect local amenity are included within the accompanying Operational Management Statement.

One piece of plant equipment would be relocated a part of these proposals, from ground to first floor within a rear courtyard area. An acoustic assessment forms part of this application which concludes that noise emanating from the air handling unit would fall significantly below the background sound level at the nearest residential property.

Summary

Overall, this planning application proposes a series of modest alterations to an office building which is in need of refurbishment so that it can continue to attract good quality businesses to this part of the Central London Area.

Changes to the façade and main entrance would improve the design of the building. Retention of the majority of building fabric and new windows to improve the thermal performance of the property would represent a sustainable form of development.

Three roof terraces are proposed to provide an important amenity for office staff. These have been designed so that local residential amenity is protected. The terraces would be screened at the points closest to residential properties and they would only be able to be used between 8am to 9pm Mondays to Fridays, and not at all on weekends. Planting would be provided to provide local benefits in terms of biodiversity and urban greening.

Accordingly, the proposals are considered to be in accordance with statute, the NPPF and the development plan, we therefore consider that this application should be granted planning permission.

Application Documents

Please find enclosed the following documents submitted in support of this application for planning permission:

- Cover Letter, prepared by Gerald Eve;
- Application Form, prepared by Gerald Eve;
- CIL form, prepared by Gerald Eve;
- Site Location Plan, prepared by Hale Brown Architects;
- Design and Access Statement, prepared by Hale Brown Architects;
- Existing, Demolition and Proposed Plans, Elevations and Sections, prepared by Hale Brown Architects;
- Operational Management Plan, prepared by the applicant;
- Acoustic Report, prepared by Peninsular Acoustics.

Based on the proposal, the application fee is £298 (inclusive of the planning portal admin fee of £64). This has been paid directly via Planning Portal.

Please do not hesitate to contact Gary Brook (07557742363) or Esmee Bryson-Harris (07425477720) of this office should you have any questions regarding any of the above. We look forward to receiving notice of your receipt and validation of this application.

Yours faithfully,

Gerald Eve LLP

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Enc. As above