

IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY**PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) ACT 1990 (AS AMENDED)****LISTED BUILDING ENFORCEMENT NOTICE****ISSUED BY: THE LONDON BOROUGH OF CAMDEN**

1. **THIS IS A FORMAL NOTICE** which is issued by the Council being the Local Planning Authority for the purposes of Section 38 of the above Act because it appears to them that there has been a contravention of Section 8 of the Act, in respect of the building within a conservation area described below. The Council considers it necessary to issue this notice for the reasons set out in paragraph 4 below.

2. **THE LISTED BUILDING**

Land at: Kelley House, 18-20 Royal College Street, London, NW1 0TH as shown outlined in black on the attached plan (“the Property”).

3. **THE CONTRAVENTION ALLEGED**

Without listed building consent: (Note that the references highlighted in bold below to “action” or “no action” are references to the requirements set out in Section 4 of the notice)

External

1. Replacement of the single-glazed timber sash windows located on the front and rear elevations across the ground, first, second and third floor levels with double-glazed laminated timber/composite sash windows – **Action**.
2. Replacement of the two single-glazed timber doors (one in each property) at the two-storey rear extensions’ flat roof terraces with double-glazed laminated timber/composite doors – **Action**.
3. Removal of the two single glazed timber picture windows (one in each property) and sections of masonry, and subsequent installation of double-glazed laminated timber/composite casement windows and doors within each of the front lightwells at basement level – **Action**.
4. Removal and infilling of the two doorways of the front lightwells’ ‘Storage Rooms’ (one in each property) at basement level – **Action**.
5. Erection of a timber outbuilding with boiler and ancillary plant equipment at the rear garden – **Action**.

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6. Replacement of the single-glazed timber sash windows located on the flank elevations of the rear extensions at ground and first floor levels with double-glazed laminated timber/composite sash windows – **No action.**
7. Replacement of the two single-glazed timber casement windows (one in each property) at the rear ground floor level extensions with double-glazed laminated timber/composite casement windows – **No action.**
8. Replacement of the two single-glazed top-hung timber casement windows (one in each property) at the rear elevation at basement level with a top-hung double-glazed laminated timber/composite casement window at No.18 and a double-glazed laminated timber/composite door at No.20 – **No action.**
9. Replacement of the three doors (one in No.18 and two in No.20) at the rear ground floor level extensions with laminated timber/composite doors – **No action.**

Internal

10. Complete replacement of the two original staircases (one in each property, spanning through all levels) with modern staircases – **Action.**
11. All rooms (excluding the rear room at ground floor level of No.18, and the first floor utility rooms of both properties): Installation of recessed LED lights in the ceilings – **Action.**
12. Front and rear rooms at basement and ground floor levels (excluding the front and rear rooms at ground floor level of No.18): Installation of larger kitchenettes in unconsented positions – **Action.**
13. Front and rear rooms at the first, second and third floor levels (excluding the rear rooms at both ground and third floor levels of No.18, and first floor utility rooms of both properties): Installation of kitchenettes – **Action.**
14. Rear rooms at ground and first floor levels of No.20: Removal of sections of the chimney breast where their respective unauthorised kitchenettes have been installed – **Action.**
15. All rooms (excluding the front and rear rooms at both first and second floor levels of No.20, and the front and rear rooms at third floor level of both properties): Infilling of the alcoves adjacent to the chimney breasts – **Action.**
16. All front and rear rooms (excluding those at ground floor level of No.18): Installation of larger and subdivided (two within each) full height ensuite bathrooms with modern doorways at the front rooms. Installation of modern doorways within the respective front/rear room party walls to provide the rear rooms access to these new front room ensuites – **Action.**
17. Following the removal of a section of masonry in the party wall between No.18's ground floor rear room and No.20's hallway, the installation of a modern doorway – **Action.**
18. Ground floor rear room of No.18: Installation of ensuite bathroom that infills the floor and ceiling by the window – **Action.**

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19. Removal and infilling of the doorways of the front lightwells' 'Storage Rooms' (one in each property) at basement level – **Action**.
20. All rooms: Replacement of all doors with modern doors – **Action**.
21. All rooms and hallways: Replacement of all door architraves with modern architraves – **Action**.
22. All rooms, hallways, and landings: Replacement of all skirting boards with modern skirting boards – **Action**.
23. Ground to third floor level hallways and landings: Installation of MDF floorboards over the original floorboards – **Action**.
24. All basement level rooms and hallways: Installation of porcelain tiles over existing concrete floors – **No action**.
25. All ground to third floor level rooms: Installation of laminated timber floorboards over the original floorboards – **No action**.

4. REASONS FOR ISSUING THIS NOTICE

- 1) The work outlined above has been carried out to this Grade II listed building without the benefit of Listed Building Consent.
- 2) All unauthorised external works, by virtue of the loss of historic and historically accurate fabric and installation of unsympathetic replacements, additions and extensions are harmful to the special architectural and historic interest of the host listed building and setting of the wider terrace which is listed contrary to policies D1 (Design) and D2 (Heritage) of the Camden Local Plan 2017.
- 3) All internal works, by virtue of the loss and damage to historic and historically accurate fabric and erosion of the planform, as well as the installation of unsympathetic replacements and additions, is harmful to the special architectural and historic interest of the listed building contrary to policies D1 (Design) and D2 (Heritage) of the Camden Local Plan 2017.

5. WHAT YOU ARE REQUIRED TO DO

Within a period of **NINE (9) months** of the Notice taking effect:

(The item numbers in bold refer to the alleged breaches in Section 3 of the notice)

External

1. Completely remove all laminated timber/composite sash windows located on the front and rear elevations across ground to third floor levels of both properties (as identified in Appendix 1 – outlined in red) and insert single-glazed timber sash windows to match in profile, materiality, and designs of those that previously existed (**Item 1**).

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2. Completely remove the two laminated timber/composite doors located at the second floor extensions' rear terraces of both properties (as identified in Appendix 1 – outlined in orange) and insert single-glazed timber doors to match in profile, materiality, and design of those that previously existed (**Item 2**).
3. Completely remove the laminated timber/composite picture window and door fittings of both properties (as shown in Appendix 2), insert single-glazed timber picture windows to match in profile, materiality, and design of those that previously existed, and infill the resultant gaps with brickwork and render this new brickwork with lime-based render internally and externally to match existing (**Item 3**).
4. Reinststate the front lightwell access into the 'Storage Rooms' located at basement level of both properties to match in profile, materiality, and design of those that previously existed in accordance with "Drawing 2245-12" (Appendix 3 – circled in red) (**Item 4**).
5. Completely remove the timber-faced boiler outbuilding and ancillary plant equipment at the rear garden (**Item 5**).

Internal

6. Completely remove the handrail, spindles, newels, and risers of the two modern staircases of both properties and insert handrail, spindles, newels and risers to match in profile, materiality, and design of those that previously existed (**Item 10**).
7. Completely remove all recessed LED lights which are located in all rooms of both properties (except for No.18's ground floor rear room and Nos.18-20's first floor utility rooms) and make good the resultant gaps to match the existing ceilings (**Item 11**).
8. Completely remove the kitchenettes that are located in the front and rear rooms of both properties at basement level and front and rear rooms of No.20 at ground floor level, and insert the consented 'TP (Tea Points)' in accordance with Drawing "2245-12" and "2245-13" of the 2023/0285/L consent (Appendix 3 and 4, respectively) (**Item 12**).
9. Completely remove the kitchenettes located in the front and rear rooms at first, second, and third floor levels of both properties (**Item 13**).
10. Following the removal of the kitchenettes in the ground and first floor rear rooms of No.20, reinststate the sections of removed chimney breast with brickwork and make good this brickwork to match existing (**Item 14**).
11. Completely remove the alcove infills adjacent to their respective chimney breasts (as identified in Appendices 3, 4, 5, and 6 – red boxes) (**Item 15**).
12. Completely remove the ensuites located in all front rooms and the associated modern ensuite doorways (doors and architraves) located in the respective rear rooms of both properties, infill the resultant gaps in these rear room walls to match the existing, make good the ceilings where appropriate to match existing, and insert the consented ensuites in accordance with Drawings "2245-13", "2245-14", "2245-

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- 15", "2245-16", and "2245-19" of the 2023/0285/L consent (Appendices 4, 5, 6, 7, and 8, respectively) (**Items 16**).
13. Completely remove the modern doorway (door and architraves) in the party wall between No.18's ground floor rear room and No.20's ground floor hallway, then infill the resultant gap with brickwork and make good this brickwork to match existing (**Item 17**).
 14. Completely remove the ensuite located in the ground floor rear room of No.18 and insert the consented ensuite in accordance with Drawing "2245-13" of the 2023/0285/L consent (Appendix 4) (**Item 18**).
 15. Reinststate the front room access into the 'Storage Rooms' located at basement level of both properties to match in profile, materiality, and design of those that previously existed in accordance with "Drawing 2245-12" (Appendix 3 – circled in orange) (**Item 19**).
 16. Completely remove all modern entrance doors of all rooms of both properties and insert the consented doors in accordance with Drawing "2245-19" of the 2023/0285/L consent (Appendix 8) (**Item 20**).
 17. Completely remove all modern door architraves of all rooms, hallways and landings of both properties and insert architraves to match in profile, materiality, and design of those that previously existed (**Item 21**).
 18. Completely remove all modern skirting boards located in all rooms, hallways, and landings of both properties and insert skirting boards to match in profile, materiality, and design of those that previously existed (**Item 22**).
 19. Completely remove the MDF floorboards in the hallways and landings of both properties at ground, first, second, and third floor levels (**Item 23**).
 20. Remove all resultant materials from the site and make good all damages as a result of all the above operations.

6. WHEN THIS NOTICE TAKES EFFECT

This notice takes effect on **10 May 2024** unless an appeal is made against it beforehand.

DATED: 28 March 2024 Signed:



**Chief Planning Officer, Supporting Communities on behalf of the
London Borough of Camden, Town Hall, Judd Street, London WC1H 8JE**

ANNEX

EXPLANATORY NOTE

YOUR RIGHT OF APPEAL

You can appeal against this notice, but any appeal must be received, or posted in time to be received, by the Secretary of State by **10 May 2024**.

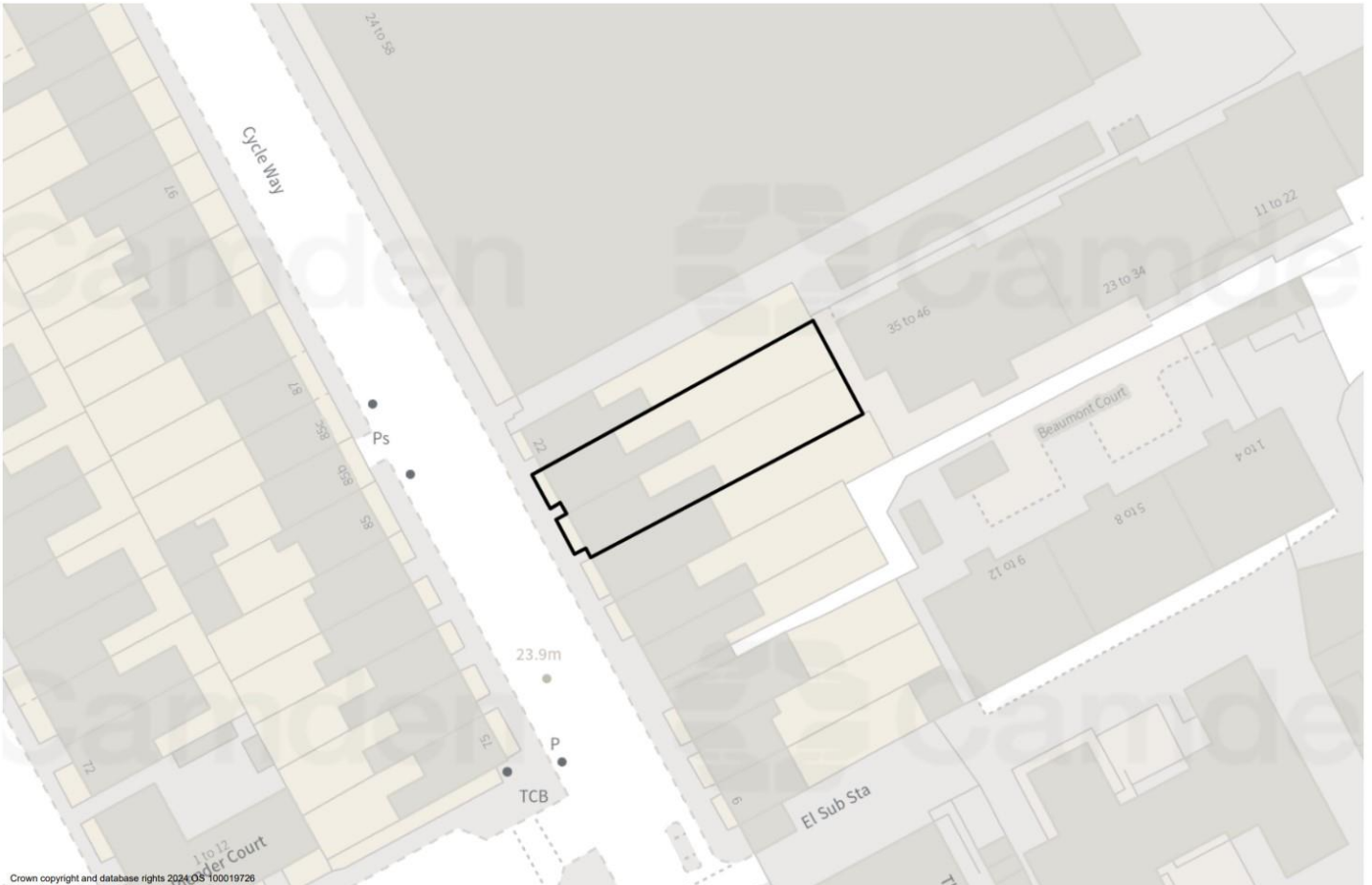
- (a) Send a copy of your appeal to the Secretary of State if you decide to appeal, together with a copy of this enforcement notice.
- (b) Send a second copy of the appeal form and notice to the Council at:

**Appeals and Enforcement
Supporting Communities
Regeneration and Planning
Development Management
London Borough of Camden
Town Hall
Judd Street
London
WC1H 9JE**

Alternatively you can submit an appeal online at <http://www.planningportal.gov.uk/planning/appeals/online/makeanappeal>. Please note that a separate appeal form must be completed for each individual person or organisation.

WHAT HAPPENS IF YOU DO NOT APPEAL

If you do not appeal against this listed building enforcement notice, it will take effect on **10 May 2024** and you must then ensure that the required steps for complying with it, for which you may be held responsible, are taken within the period specified in the notice. Failure to comply with a listed building enforcement notice, which has taken effect, can result in prosecution and/or remedial action by the Council.



Appendix 1: Annotated version of Drawing 2245-07 'Existing Elevations' of the 2023/0285/L consent



1 Existing South/West Front Elevation
07 Scale: 1:100

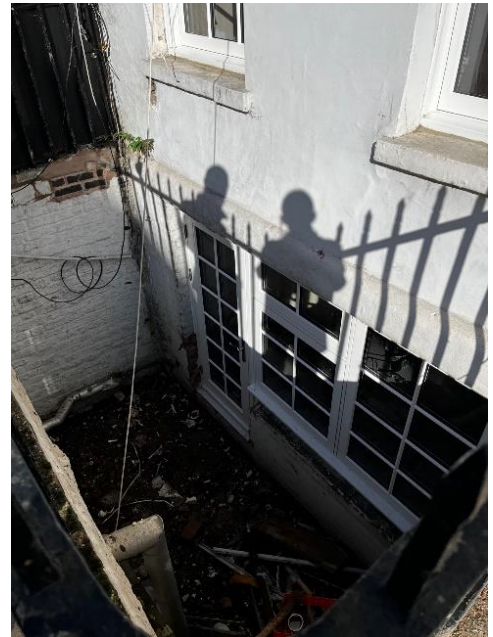


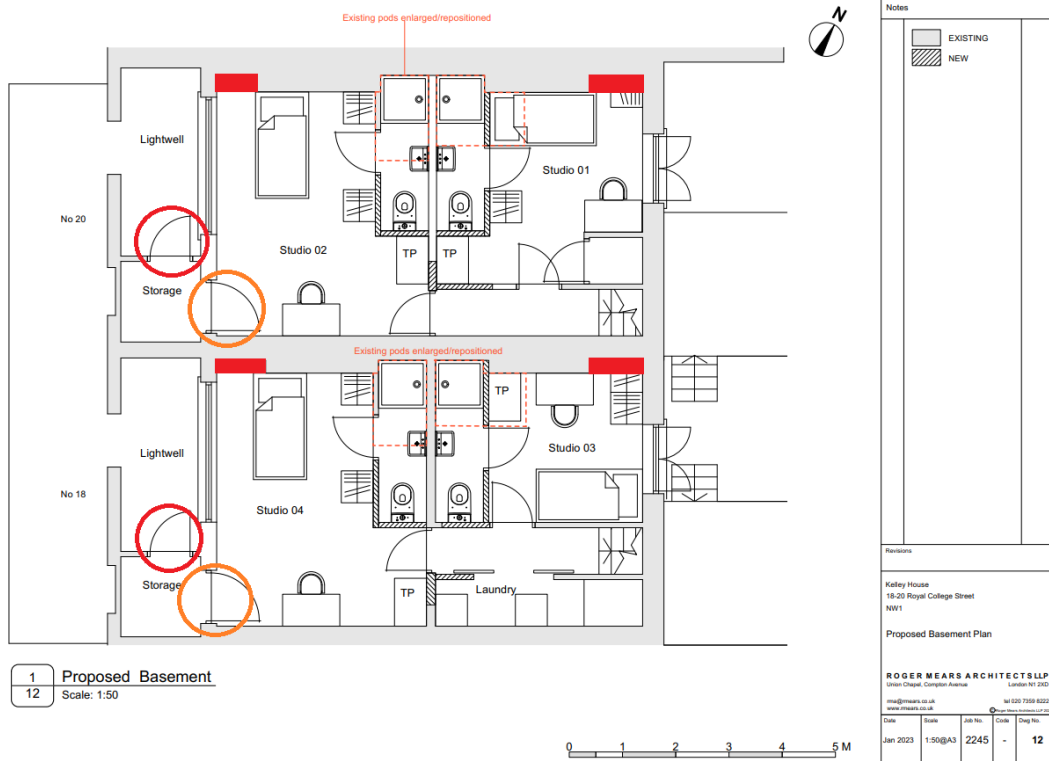
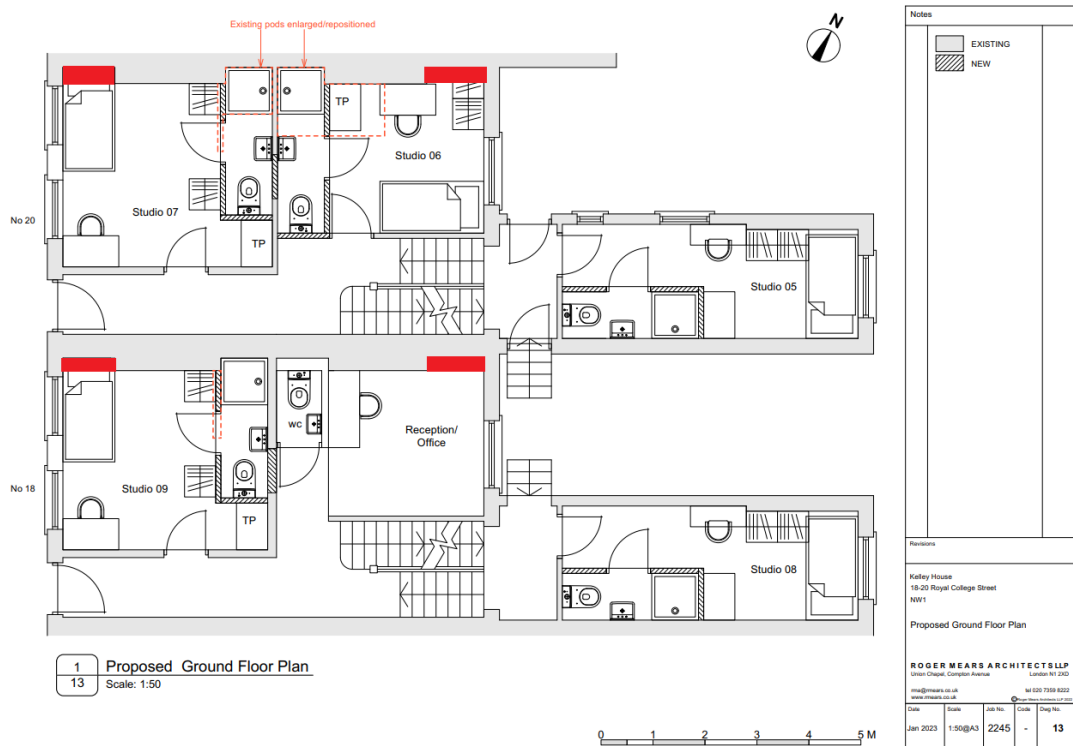
2 Existing North/East Elevation
07 Scale: 1:100

Revisions				
Kelley House 18-20 Royal College Street NW1 Existing Elevations				
ROGER MEARS ARCHITECTS LLP Union Chapel, Compton Avenue London N1 2JD rma@mears.co.uk Tel: 020 7359 8222 www.rmeas.co.uk				
Date	Scale	Job No.	Code	Draw No.
Jan 2023	1:100@A3	2245	-	07

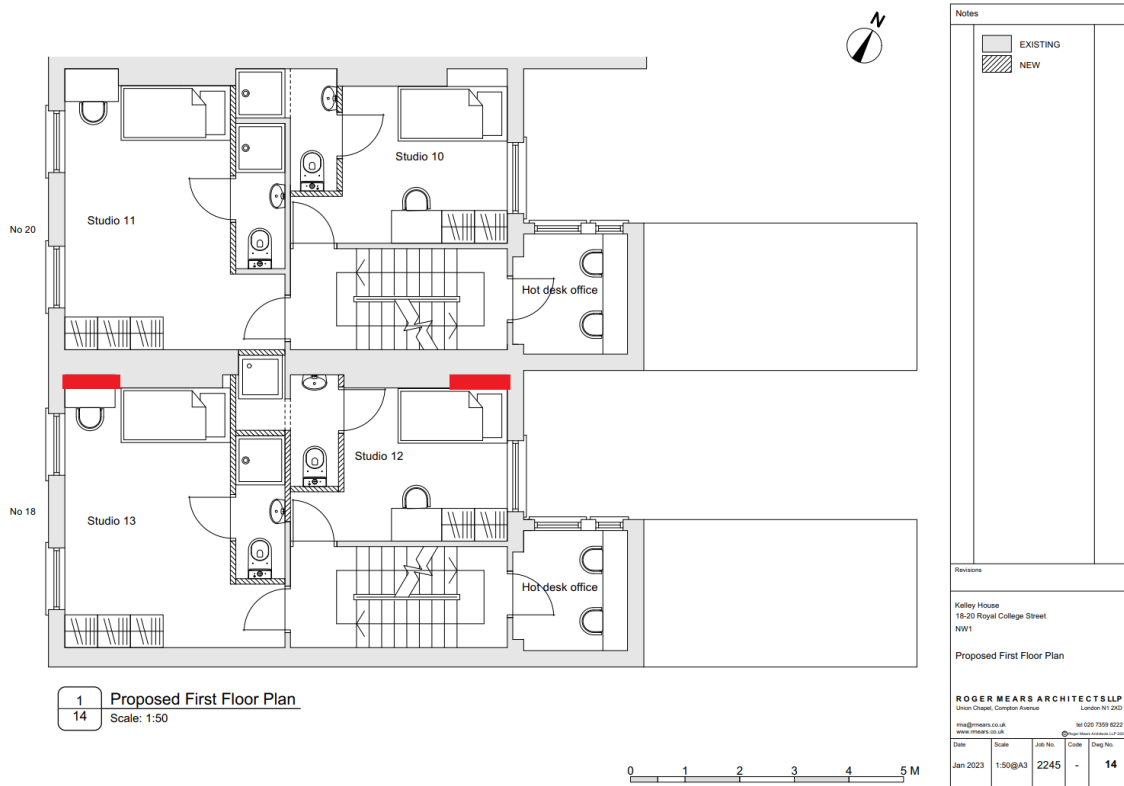


Appendix 2: Annotated image of unauthorised casement windows and doors

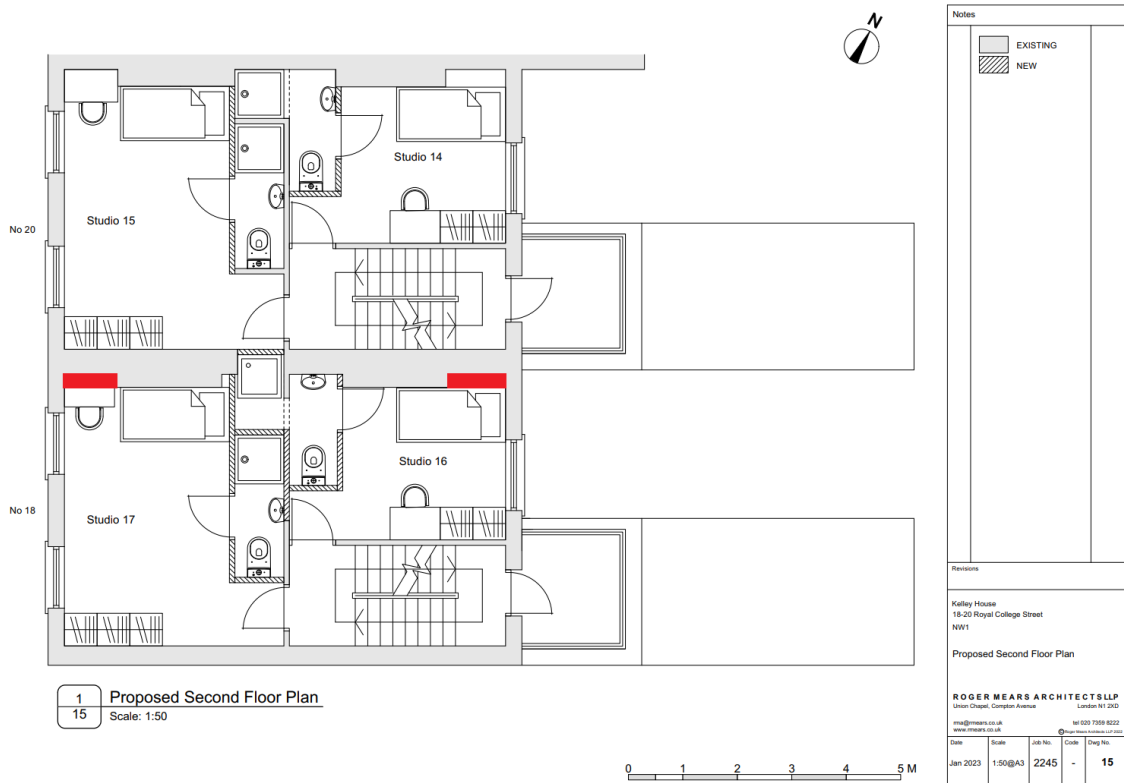


Appendix 3: Annotated version of Drawing 2245-12 "Proposed Basement Plan" of the 2023/0285/L consent

Appendix 4: Annotated version of Drawing 2245-13 "Proposed Ground Floor" of the 2023/0285/L consent


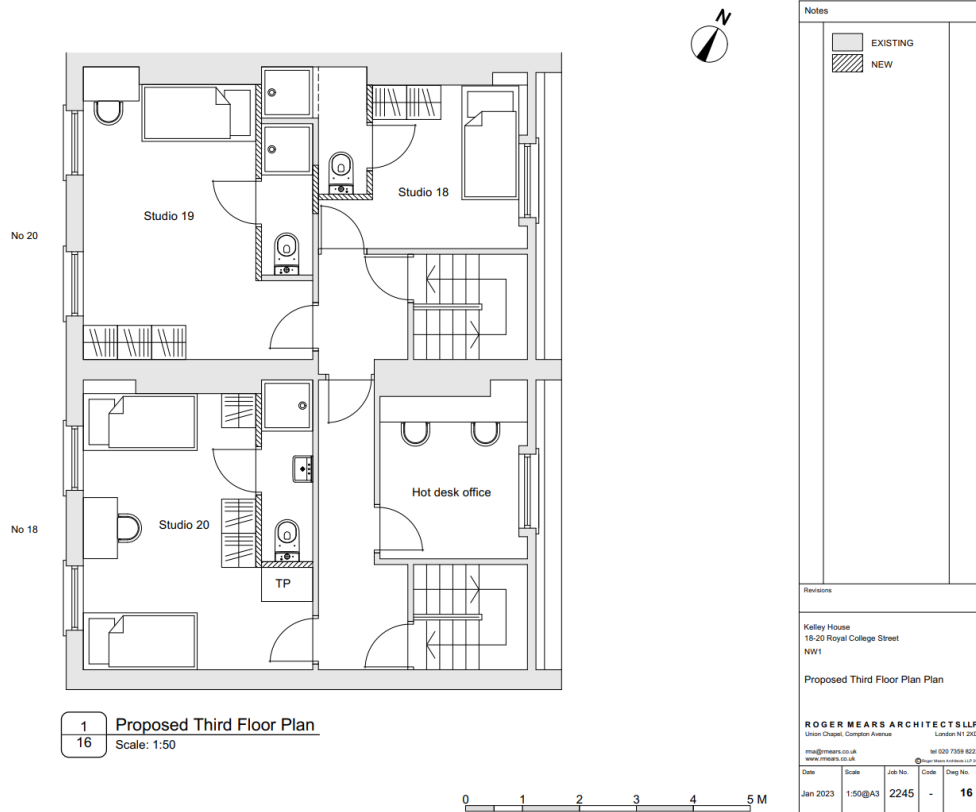
Appendix 5 – Annotated version of Drawing 2245-14 “Proposed First Floor Plan” of the 2023/0285/L consent



Appendix 6 – Annotated version of Drawing 2245-15 “Proposed Second Floor Plan” of the 2023/0285/L consent



Appendix 7 – Drawing 2245-16 “Proposed Third Floor Plan” of the 2023/0285/L consent



Appendix 8 – Drawing 2245-19 “Proposed Section”

