

# STAC architecture

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## Design & Access Statement incorporating Heritage Statement

**0350**

**Project:** Single-storey rear and side return extension, loft conversion including rear dormers and rooflights, rear terrace and internal alterations.

**Location:** 17 Courthope Road, London. NW3 2LE

**Date:** 29 November 2024

### Revisions

P1 Issued for planning application

29 November 2024

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## **1.00 Introduction**

- 1.01 This Design & Access Statement is prepared as part of an application for a Householder Planning & Demolition in a Conservation Area for the addition of rear wrap around single storey extension, loft conversion including the addition of 2no rear dormers, rooflights to front and rear elevations, a flat roof to be used as a terrace and minor internal alterations at 17 Courthope Road a single 3-storey dwelling house with coal cellar (Use Class C3).
- 1.02 The proposal involves the following;
- i. New single storey ground floor wrap around extension to form larger kitchen / dining area & raising party garden wall to form new enclosing wall.
  - ii. Loft conversion to form bedroom with en-suite shower room, rear dormer window and rooflights to front and rear elevations
  - iii. Rear flat roof conversion to terrace with boundary screening and dormer French doors access
  - iv. Minor internal alterations to layout of the house
- 1.03 This statement should be read in conjunction with the following drawings and information;
- 0350 F01P1 – Site & Site Location Plans and Cellar, Ground Floor, and First Floor Plans as Existing
- 0350 F02P1 – Second Floor, High Level Second Floor, Roof Void, and Roof Plans as Existing
- 0350 F03P1 – Elevation and Sections as Existing
- 0350 D01P1 – Site & Site Location Plans and Cellar, Ground Floor, and First Floor Plans as Proposed
- 0350 D02P1 – Second Floor, High Level Second Floor, Roof Void, and Roof Plans as Proposed
- 0350 D03P1 – Elevations and Sections A-A & B-B as Proposed
- 0350 D04P1 – Sections C-C, D-D & E-E as Proposed
- 0350 D05P1 – Plans showing Demolition as Proposed
- CIL Declaration
- Parking Provision, Tree Survey and Fire & refuse Statement

## **2.00 Site Context and Planning History**

- 2.01 No.17 Courthope Road is a mid-Victorian 3-storey + coal cellar mid-terrace 19thC. (circa 1880-90's) single residential property.
- 2.02 The property is located within the London Borough of Camden and is not listed, nor are the properties surrounding the site.
- 2.03 The property is not included in Camden's Local Heritage List
- 2.04 The property does not fall within an Article 4 Direction area apart from the blanket 'basement excavations'.

- 2.05 The property is located within the Gospel Oak ward and falls within the Mansfield Conservation Area, designated in 1990. The area boundaries are Parliament Hill and the London Overground North London Line to the north, Gospel Oak Station to the east and Fleet Road and Mansfield Road to the south.

The Conservation Area is sub divided into 2 distinct areas, the property is located within Sub area 2; which is *'late Victorian predominately residential in character and is laid out on a loose grid pattern'*.

- 2.06 The property lies within Flood Zone 1 and is considered

- Surface Water flooding - 'Low' probability
- Rivers and Sea flooding – 'Very Low' probability

The site also falls outside of the Camden Local Flood Risk Zone and the Critical Drainage Area.

- 2.07 The property is located on the west side of Courthope Road which runs roughly on a north / south axis joining Mansfield Road in the south to Savernake Road in the north. Gospel Oak station is to the east. Courthope Road inclines gently from south to north, the closer to Parliament Hill Fields it gets; every paired set of terrace houses steps up from the last one.

- 2.08 The house and plot is orientated on a roughly east / west axis with a small front hard standing area for refuse bins and a west facing rear garden surrounded by shared garden walls . There are no trees on the site.

- 2.09 The Conservation appraisal notes *'the main building type is the three-storey house, without basements, which generally forms part of a terrace.... The buildings are flat fronted with a projecting bay window over two storeys, recessed paired entrance doors, visible pitched roofs and prominent chimney stacks and party walls and original two or three storey part width rear extensions.'*

This property has a three-storey rear extension (outrigger) culminating in a flat roof.

- 2.10 On plan the property has a standard Victorian terrace layout with separate entrance hall and staircase, two principle ground floor rooms divided by load-bearing wall and a rear kitchen and pantry in the outrigger with outside w.c (now used as garden store). The upper two floors are laid out each with two bedrooms directly over the two principle rooms, with washing facilities and a further bedroom in the rear outrigger on each floor. A pitched roof and loft space is set over the principle rooms, the rear outrigger has a flat roof.

- 2.11 The property is finished with London stock brick to both front and rear elevations with painted stone detailing to the bay windows, door surround and window lintels to the front elevation. The rainwater goods are a mix of metal painted black and black uPVC. Windows are replacement timber double glazed conservation box sashes with stone cills.

- 2.12 There are no planning applications for works to the property shown on the planning register.

- 2.13 There are no planning applications for works to the neighbouring property No.15 Courthope Road shown on the planning register.

- 2.14 There are several planning applications for works to the neighbouring property No.19 Courthope Road shown on the planning register as follows;

Ref **28700** – Change of use and works of conversion to provide 2 self-contained dwelling units. – Approved 25 June 1979

Ref **9292026** – Re-pollarding of two Lime trees. – Refused, alternative action suggested 31 January 1992.

- 2.15 Map of Gospel Oak ward with the Mansfield Conservation Area shown and 17 Courthope Road highlighted with a red circle.



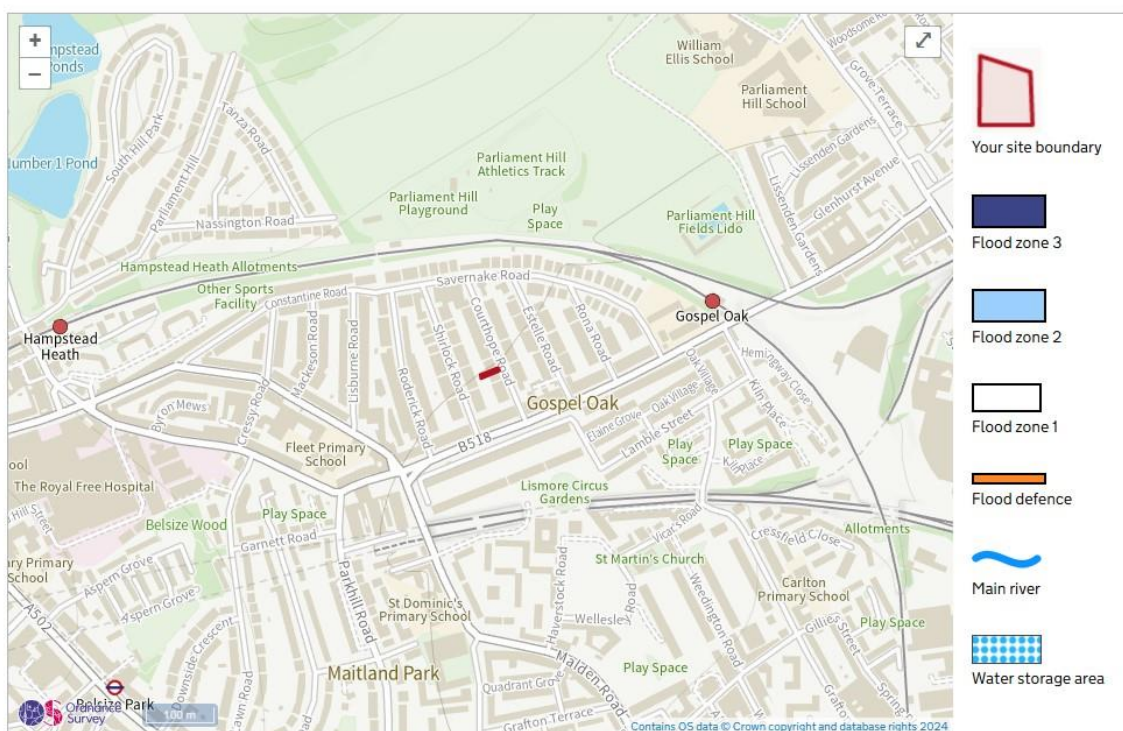
## 2.16 Site Location Plan with 17 Courthope Road highlighted in red



## 2.17 Flood Zone Map with 17 Courthope Road highlighted in red. The site is in Zone 1

**Flood map showing the flood zone your site is in**

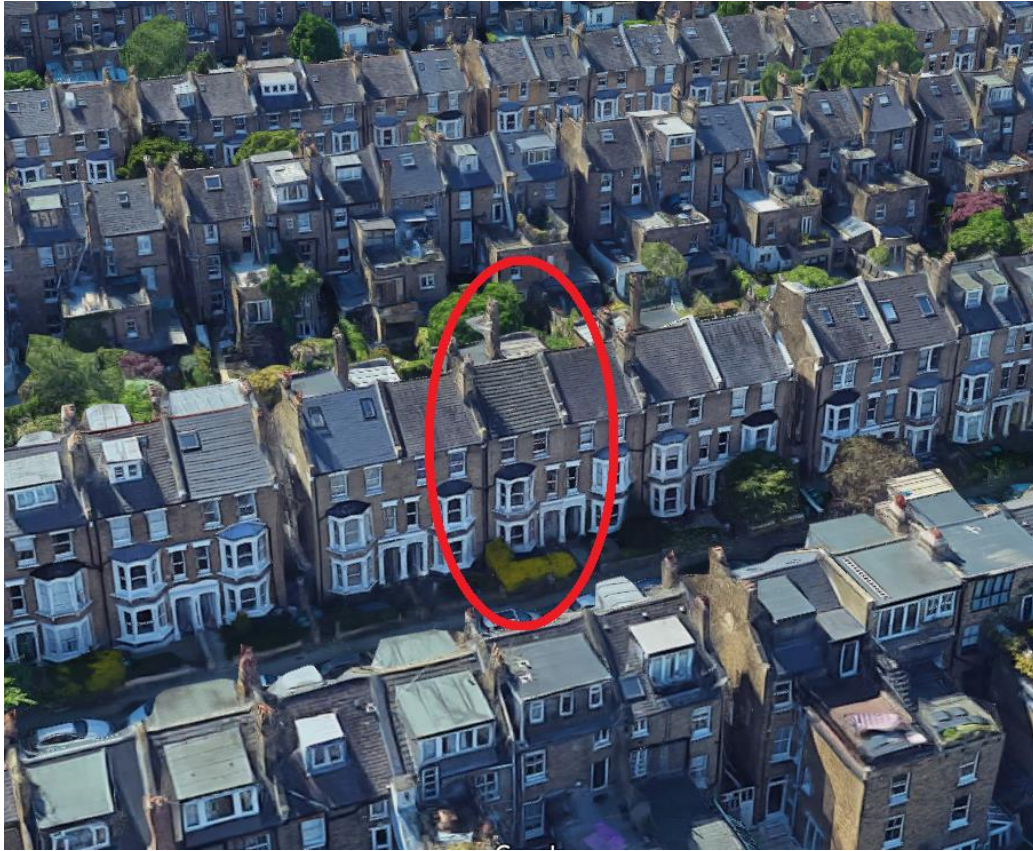
The map shows the flood risk to your site and the surrounding area.



► [What the flood map shows](#)



2.18 Aerial photograph looking west showing front elevation of 17 Courthope Road.



2.19 Aerial photograph looking north-east showing rear elevation of 17 Courthope Road





2.32 Front elevation



Rear elevation 'outrigger'



2.33 Rear elevation



Rear elevation





### **3.00 Proposed Scheme**

- 3.01 The proposed scheme addresses a number of issues where the current property falls short of providing accommodation for modern living; namely to provide a ground floor w.c and a cloak/ boot room for coats, boots and cycling paraphernalia, together with enclosing the external 'corridor' to the side of the rear outrigger to form a larger kitchen, pantry and dining room by way of a single storey wrap around extension.

The client would also like to enjoy the flat roof over the rear outrigger as a terrace and convert the loft to a bedroom / study with shower room, including rear dormers and rooflights.

Both the ground rear floor wrap around extension, the roof terrace and loft conversion are all familiar alterations which other properties have carried out in the area, whilst keeping the properties character and maintaining the amenities of the neighbours.

#### **3.02 Existing building**

The original house will retain the replacement double glazed conservation box sash windows, repair and redecorate the stone detailing and re-point the brickwork elevations. The pitched roof will be stripped of the concrete tiles, insulated and replaced with new natural blue / black slate. Any uPVC rainwater goods will be replaced with heritage black aluminium to match the style of the original fittings.

Internal alterations will generally include removal of non-loadbearing walls in the rear outrigger, removal of the chimney breast in the middle rooms on each floor, insulating all external walls, floors and roofs and new energy efficient lighting and heating throughout.

#### **3.03 Rear single-storey wrap around extension**

The rear wrap around extension will provide a new kitchen, pantry and dining area and new glazed doors giving direct access to the garden and rooflights allowing natural light into the house. The side extension will infill the approx. 1.5m wide external 'corridor' running alongside the rear outrigger, the rear extension will project approx. 1.8m from the back of the outrigger to match the depth of extension at No.19.

The side and rear of the outrigger will be supported at first floor level and the walls below removed at ground floor level, the London stock boundary wall with No.15 will be re-built on a new foundation on the same line as currently to a higher level; 3m from ground level, an increase of 1.3m, utilising reclaimed London stock brickwork and finished with lean-to double glazing and leadwork to the roof. The rear elevation will be finished with London Stock brickwork, this new rear wall will have pitched roofs and finished with double-glazed metal doors.

#### **3.04 Terrace and Loft conversion**

The rear outrigger is finished with a flat roof and chimney stack. The flat roof will be upgraded and refurbished to form a terrace, with painted metal railings to side and rear elevations and a higher hit and miss screening to the party wall with No.19. Access to the terrace will be via a new lead clad dormer with metal French doors accessed from the new loft staircase half-landing. A new recessed

rooflight will be provided above the dormer to provide natural top light to the staircase.

The loft conversion will replace the roof covering with new natural slate, repoint the chimney stacks and provide a rear facing lead-clad dormer to the new bedroom/ study. Three recessed rooflights will also be added to the front elevation.

## **4.00 Planning Policy & Considerations**

### **4.01 Planning Policy**

The relevant Camden planning policies to this application are noted below;

#### **London Plan (2021)**

##### **Camden Planning Guidance (CPG)**

- Home Improvement January 2021
- Design January 2021

**Camden Local Plan (2017)** to be superseded by **Draft New Camden Local Plan (January 2024)**, so the new draft plan policy numbering has been used below;

- Policy D1 – Achieving Design Excellence
- Policy D3 – Design of Housing
- Policy D4 – Extensions and Alterations
- Policy D5 - Heritage
- Policy A1 – Protecting amenity
- Policy CC5 – Energy reduction in existing buildings
- Policy CC11 – Flood Risk

#### **Mansfield Conservation Area Appraisal and Management Strategy (2008)**

Below we have taken each of the Policies and noted how the design relates to that issue.

### **4.02 Policy D1: Achieving Design excellence**

Both the ground floor rear extension and the loft conversion dormers are subservient in massing to the main property and are sensitively designed using lead for the dormers, recessed rooflights set low within the plane of the roof, London stock brickwork for the extension and thin metal framed windows and doors withing those new elements to respect and compliment the host building. The original building form will still be easily readable after the alterations, preserving the heritage asset.

The alterations and additions will also bring the property right up to date in terms of energy reduction and efficiency.

#### 4.03 **Policy D3: Design of Housing**

The policy notes '*Support the extension and alteration of existing homes provided the proposal is in accordance with Policy D4 below*'

#### 4.04 **Policy D4: Extensions and Alterations**

Ground floor wrap around extension - The rear wrap around extension will be subservient in massing to the main property and is sensitively designed so as not to detract from the period building it adjoins. The extension measures 3m in height at the boundary with No.15, with lean-to glazing and leadwork roof enclosing the side extension hidden behind a small brick parapet and gutter. The rear extension is 1.8m in depth and the full width of the property, the depth matching the extension at No.19. The asymmetric pitched roof ridge over the extension meets on the line of the outrigger at a height of 3.75m. At the boundary with No.19 the pitched roof is lower than No.19's extension.

The walls of the extension will be reclaimed London stock bricks to match the boundary wall and the house. The glazing for the both the lean-to roof and the rear doors to the garden will be metal, these are envisaged as Crittall style thin steel / aluminium in order to provide a retro look that works well with the Victorian character of the host building.

Loft conversion - The loft conversion will provide opportunity to replace the modern concrete roof tiles with natural slate to replicate the original roof finish and to provide a fully insulated roof. On the front elevation three recessed aluminium rooflights will be evenly spaced across the elevation. To the rear, two lead clad flat roof dormers will be formed. The larger will provide natural light to the new bedroom / study and would lie 0.5m from the roof ridge and 0.8m from the roof eaves. The dormer is set out central to the room with the cheek 0.6m from the closest party wall with No.15. The dormer is 2.5m w x 1.8m high and is a similar scale to others in the area, the cheeks and roof will be kept as narrow as possible on elevation and as much opening given to glazing, to provide a modern crisp look.

The second lead clad dormer will be for French doors providing access from the new loft staircase to the terrace over the outrigger. This dormer is flush with the eaves of the roof and will break the gutter line, this would only be evident from upper floor of properties directly opposite the host property and is in-keeping with other properties in the area. The dormer is 1.6m high above the eaves and 2.2m wide, measured from the boundary with No.19. Both dormers are of a scale and proportion that is subordinate to the overall roof. A further recessed rooflight to the rear will provide natural light to the new staircase, all rooflights will not project further than 150mm from the plane of the roof, indeed the client is mindful of providing rooflights which sit level with the slate roof finish.

Terrace – The rear outrigger flat roof will be re-purposed as a terrace to provide outdoor space, an existing brick parapet surrounds the roof on two sides (rear elevation and party wall), this will be maintained with metal black painted simple vertical railings added to two sides to provide a 1.1m high barrier from the terrace floor finish. The party wall side with No.19 will have a higher hit and miss type screen, finishing 1.8m above the terrace floor to provide privacy between the terrace and the neighbours flat roof.



**4.05 Policy D5: Heritage**

The proposal has minimal effect on the character and appearance of the Conservation Area. The only change to the front of the house is the discreet rooflights and the change in roof finish from concrete tiles back to natural slate which should be welcomed. Overall, there is very little effect on the street scene and as a result the potential for any effect on the character or appearance of the Conservation Area is negligible.

The extension to the rear of the property is discreet and kept to a modest height of 3m at the eaves and less than 4m at the ridge, the extension will also be finished in materials matching the host property and glazing will be modern, thin framed metal all to appear subservient to the host property.

The two proposed rear dormers sit within the roof slope, and are modest in size, the sizes are described within '*Policy D4: Extensions and Alterations*' above. Both will be clad with lead to cheeks and fronts and detailed to provide thin side walls and roof.

The lower dormer forming the access to the roof terrace will break the eaves line, although this is contrary to the Conservation Area guidance which requires dormers to be set back from the eaves, similar dormers built off the rear wall appear on various properties in the area. This dormer will have little impact on the appearance of the host building and character of the wider area due to its modest size and discreet location adjoining the party wall which is only visible from upper floors of properties opposite.

The larger dormer at the rear of the property is in proportion to the roof and kept back from the roof margins and party wall as per design guidance. A significant number of properties in the area have rear dormers of various scale and appearance, this part of the conservation area is characterised by broken roof slopes, but with no uniformity to the size and materials of the dormers we feel that the proposal provides a well-proportioned solution with detailing in traditional materials respecting the heritage of the area.

The terrace repurposes the flat roof over the outrigger and matches numerous other flat roofs which have been repurposed as terraces in the area. A simple black metal railing would form the balustrade around the perimeter on two sides, whilst a slightly higher screen on the party wall line would stop overlooking to the neighbours flat roof.

**4.06 Policy A1: Protecting Amenity**

The ground floor extension will provide a rebuilt boundary wall to No.15, which will then be raised by 1.3m for the length of the extension to a new height of 3m, this new parapet boundary wall will hide the walk-in gutter. The overall impact on the outlook and views of No.15 is negligible due to the close proximity of the 3-storey outriggers of both properties. The lighting out spill from the kitchen rooflights will be negligible and follows the design of others wrap around extension in the local area.

The existing windows facing No.15 are all current bathroom windows and will remain so.

The new rear dormer window, sited at roof level and modest in size, would not cause amenity issues for either neighbour, a distance of 25m lies between the dormer window and the outrigger of the houses opposite in Sherlock Road, in excess of the 18m required. The proposed roof terrace would allow a degree of overlooking to the other flat roofs and opposite houses on Sherlock Road, however

this would not be significantly greater than exists at present as a result of the many flat roofs to properties on Shirlock Road which have already been converted to terrace use.

#### **4.07 Policy CC5 – Energy reduction in existing buildings**

The property falls short of modern requirements of sustainability; to restrict heat loss in the winter, heat gain in the summer and reduce the carbon footprint of household energy use. The new rear extension, loft conversion and terrace conversion as well as the complete internal refurbishment, including new glazing to the extensions will provide the opportunity to fully insulate the house to beyond the building regulations.

A new boiler, hot water storage system and a complete re-fit of the property services including all lighting along with modern controls will provide a reduction in carbon emissions.

#### **4.08 Policy CC11 – Flood Risk**

The property is in Flood Risk Zone 1, with a 'Low' probability of surface water flooding, and a 'Very Low' probability of flooding from rivers and sea flooding. The site also falls outside of the Camden Local Flood Risk Zone and the Critical Drainage Area.

The rear garden is set to hard standing and surface water is drained from this hardstanding and the house into the combined sewer. The new extension roof will not add any further drained surface area to the below ground system.

#### **4.09 Conservation Area**

See item 4.05 'Policy D5: Heritage' above.

### **5.00 Accessibility**

5.01 The current property has a small step up onto the path at the line of the pavement and a further step up at the porch. The ground floor of the property has one step from the main house down into the rear outrigger. There is a step down to the garden level from the kitchen.

The proposal maintains the existing floor levels and threshold steps at the front door, there will also still be a step down from the original property into the rear extension, however from the extension to the garden the levels will provide flush access.

A w.c will be introduced at ground floor level.

### **6.00 Heritage Assessment**

#### **6.01 Description of heritage asset**

See items 2.01 – 2.14 'Site Context' for a description of the heritage asset and photographs

#### **6.02 Heritage assets that will be affected by the works and impact**

See item 4.05 'Policy D5: Heritage'

## **7.00 Conclusion**

- 7.01 The works proposed are a light touch to the overall property and do not affect the Conservation Area setting.
- 7.02 The proposed ground floor extension is single storey, set at the rear and side of the property and is discreet and deliberately subservient to the original period house. The rear dormers to the loft conversion are also subservient in scale to property. The effect on the host property will be minor.
- 7.03 The proposals utilise traditional materials in keeping with the architectural style of the property and the Conservation Area
- 7.04 The extensions and general refurbishment of the property including updates to the services will make use of modern materials and design standards to minimise the heat loss from the building in winter and reduce the carbon emissions of the property.
- 7.05 The internal alterations are minor and will not affect the heritage of the property.
- 7.06 Many of the surrounding properties have similar extensions, loft conversions and alterations carried out, some of which have been carried out uncontrolled by planning restrictions, this proposal seeks to provide a uniform set of proposals which enhance the property rather than detract, whilst preserving the amenity of neighbours.
- 7.07 The proposals enhance and improve the property in terms of sustainability and the usability of the house for modern family living whilst maintaining the character.