

Camden Council  
Planning Department  
5 Pancras Square  
London  
N1 4AG

DATE  
23/05/ 2025

OUR REF :  
24031  
Planning  
Application

Dear Sir / Madam,

## **Planning Application Submission – 15 Chalcot Square**

This application has been prepared on behalf of our client in respect of their proposal to undertake some alterations to the property.

Our client exchanged on the property around autumn last year and is seeking to refurbish the property, making improvements to its basic functionality, upgrading it aesthetically and sustainably whilst ensuring that its historic features are reinstated, preserved and enhanced, once they have completed.

This letter serves as a Planning Statement which provides a site description, a brief overview of the planning history for the property; and assesses the proposals against the relevant planning policy and other material considerations. The letter concludes that the proposals comply with policy and that permission should be granted accordingly.

## **Site Description, Context & History**

The host property is a Grade II listed terraced townhouse which is located on the South-East side of Chalcot Square in the Primrose Hill Conservation Area. It was listed in May 1974. 15 Chalcot Square is a terraced property built in the late 1850s as part of a Victorian terrace and has been considerably altered and adapted over time. A large number of alterations have been made to the original planform during the late 1980s and 1990s, these are detailed later in this statement and in our drawings and DAS. There are a number of designated heritage assets in the surrounding conservation area.

Photos of the front and rear elevations seen below.



Fig 1. Front Elevation (Blue Render)



Fig 2. Rear Elevation (White Render)

### **Proposals**

In summary, the proposals include for the following alterations to the property:

- ***Lower Ground Floor:*** Single storey extension to rear. New external staircase from LGF to GF level.
- ***Ground Floor:*** Interior to remain as existing. New external staircase, terrace & railings.
- ***First Floor:*** Remain as existing.
- ***Second Floor:*** Remain as existing.
- ***Third Floor:*** Remain as existing.
- ***Roof:*** Remain as existing.

The proposals can be viewed in further detail on the supporting drawings prepared by Michaelis Boyd Architects.

### **Site History**

The site has had an active planning history and relevant application details are provided below:

- In 1999 Permitted development granted for new LGF rear window **Ref: PE9900747**
- In 1999 full planning permission granted for “*The removal and replacement of balconies to kitchen and breakfast room at rear upper ground level, the erection of a screen on the south side of the breakfast room balcony and internal and external alterations at lower and upper ground floor level*”  
**Ref : PE9800589R1**
- In 1999 Permitted development granted for internal and external alterations including the construction of two balconies at the rear and the installation of new windows and Velux roof lights  
**Ref : PE9900747**
- In 1986 listed building consent was granted for “*internal and alterations including the construction of two balconies at the rear and the installation of new windows and Velux rooflights*” **Ref : 8670211**

### **Planning precedents in the surrounding area**

The neighbouring properties on Chalcot square display some precedence for extending on lower ground floor level with the addition of single storey extensions at some of the surrounding properties :

In 2018 permission was granted for a single storey extension & installation of new external staircase and balustrade from LGF to GF level to the rear of No. 20 Chalcot square **Ref : 2018/6139/P**

In 2023 permission was granted for the extension of the basement to the rear of No.28 Chalcot Square  
**Ref : 2023/5032/L & 2023/4968/P**

### Planning Justification – Key headlines

The key local policy is contained within the Local Plan 2017, and the following policies are of particular relevance to the proposals:

**Policy D1 Design** – *“7.2 The Council will require all developments, including alterations and extensions to existing buildings, to be of the highest standard of design and will expect developments to consider:*

- *character, setting, context and the form and scale of neighbouring buildings*
- *the character and proportions of the existing building, where alterations and extensions are proposed;*
- *the prevailing pattern, density and scale of surrounding development;*
- *the impact on existing rhythms, symmetries and uniformities in the townscape;*
- *the composition of elevations;*
- *the suitability of the proposed design to its intended use;*
- *inclusive design and accessibility;*
- *its contribution to public realm and its impact on views and vistas; and*
- *the wider historic environment and buildings, spaces and features of local historic value.”*

Our proposal intends to retain the existing character of the building, most notably from the exterior. Our proposal for a LGF extension has taken cues from the surrounding context where LGF extensions can be seen on many of the neighbouring properties. We feel our proposal is in keeping with the established character of the area.

The proposed extension has been carefully considered and will sit behind the line of the neighbouring extension at No.16 Chalcot Square. Our proposal is not impacting views from the neighbouring properties, it is not impacting light levels to the neighbouring properties as it is one storey high only. We have taken cues from the existing architecture and fenestration configuration of 15 Chalcot Square ; the proposed openings of the LGF extension take cues from the existing rhythm and alignment of the windows and doors on the levels above. The proposal is not visible from the surrounding streetscape.

The proposals are outlined in greater detail in our DAS and drawings.

*7.3 The Council will welcome high quality contemporary design which responds to its context, however there are some places of homogenous architectural style (for example Georgian Squares) where it is important to retain it.*

*7.4 Good design takes account of its surroundings and preserves what is distinctive and valued about the local area. Careful consideration of the characteristics of a site, features of local distinctiveness and the wider context is needed in order to achieve high quality development which integrates into its surroundings*

*“7.41 The Council places great importance on preserving the historic environment. Under the Planning (Listed Buildings and Conservation Areas) Act the Council has a responsibility to have special regard to preserving listed buildings and must pay special attention to preserving or enhancing the character or appearance of conservation areas. The National Planning Policy Framework states that in decision making local authorities should give great weight to conservation of designated heritage assets in a manner appropriate to their significance. The Council expects the development not only conserves, but also takes opportunities to enhance,*

*or better reveal the significance of heritage assets and their settings.”*

**Policy A1 Managing the impact of development** – seeks to protect the amenity of Camden’s residents by ensuring the impact of development is fully considered at the design stage . It seeks 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 privacy, outlook and implications on daylight and sunlight. This is supported by the CPG Amenity.

Our proposal will not impact residential amenity in terms of sunlight, daylight and privacy.

The Council is currently undergoing Examination on a New Draft Local Plan. It is hoped that the new document will be adopted in 2024- 2025. Key headlines from this document are listed below:

### **Policy D2 Heritage**

**Conservation areas** - *Conservation areas are designated heritage assets and this section should be read in conjunction with the section above headed ‘designated heritage assets’. In order to maintain the character of Camden’s conservation areas, the Council will take account of conservation area statements, appraisals and management strategies when assessing applications within conservation areas. The Council will: e. require that development within conservation areas preserves or, where possible, enhances the character or appearance of the area; f. resist the total or substantial demolition of an unlisted building that makes a positive contribution to the character or appearance of a conservation area; g. resist development outside of a conservation area that causes harm to the character or appearance of that conservation area; and h. preserve trees and garden spaces which contribute to the character and appearance of a conservation area or which provide a setting for Camden’s architectural heritage.*

**Listed Buildings** - *Listed buildings are designated heritage assets and this section should be read in conjunction with the section above headed ‘designated heritage assets’. To preserve or enhance the borough’s listed buildings, the Council will: i. resist the total or substantial demolition of a listed building; j. resist proposals for a change of use or alterations and extensions to a listed building where this would cause harm to the special architectural and historic interest of the building; and k. resist development that would cause harm to significance of a listed building through an effect on its setting.”*

**“7.62 Sustainability measures in listed buildings** - *Proposals that reduce the energy consumption of listed buildings will be welcomed provided that they do not cause harm to the special architectural and historic interest of the building or group. Energy use can be reduced by means that do not harm the fabric or appearance of the building, for instance roof insulation, draught proofing, secondary glazing, more efficient boilers and heating and lighting systems and use of green energy sources. Depending on the form of the building, renewable energy technologies may also be installed for instance solar water heating and photovoltaics.”*

### **Design, Visual amenity & impact on Heritage assets**

In line with policy D2, the design has been considered carefully to each floor of the property and the impacts on the host building and conservation area assessed. On this basis, the following observations can be made in line with the Heritage Statement and the DAS:

- **Lower Ground Floor :** The lower hierarchy of this space when compared to ground and first floor levels means that it can accommodate change without a significant amount of harm being caused. A portion of the existing LGF rear elevation will be retained to delineate between the old and new.
- **Ground Floor :** Interior configuration to remain unchanged. Replacement of existing 1980s rear terrace , balustrade & external staircase.
- **First Floor :** Remain unchanged.
- **Second Floor :** Remain unchanged.
- **Third Floor :** Remain unchanged.
- **Roof :** Remain unchanged.
- Overall, these proposals are considered to have minimal impact on the character and setting of the listed building and the conservation area and seek to both enhance and preserve each asset's significance.

## Archaeology

The site is not located within an Archaeological Priority Zone.

## Biodiversity Net Gain

As this is a minor householder application, it is considered that Biodiversity Net Gain is not applicable. We will happily discuss this with the Council if they feel it necessary.

## Pre App Feedback

We've reviewed commentary received from the council on our Pre App Proposal and made efforts to integrate this feedback into our proposal, please see table below.

Initial Proposal – Pre App	Camden Council's Feedback – Pre App. Received April 2024.	Current Proposal – Planning Application
<b>LGF Excavation / Extension</b>	<i>On-site observations confirmed that the lower ground floor (LGF) has an existing concrete slab in the rear room. However, the proposed excavation dimensions have not been clarified, and there is no detail on how any floor lowering would impact associated features such as chimneys. The proposal lacks sufficient clarity, and any extension should not project beyond the original building line to ensure it remains subordinate to the dwelling and respects the building's hierarchy. You are also advised to follow the size criteria within policy A5 (Basements) of the Local Plan, i.e. :- the basement should not exceed 50% of each garden within the property</i>	<p>We are no longer proposing alterations to the floor levels in our application. We are proposing an extension to the lower ground floor – following the existing flooring levels. We do not consider this to be a basement development as we are keeping the existing lower ground floor levels.</p> <p>However we have assessed our proposal against the A5 criteria listed as requested:</p>

	<p><i>be set back from neighbouring property boundaries where it extends beyond the footprint of the host building; the basement should be less than 1.5 times the footprint of the host building in area and</i></p> <p><i>the basement should not extend into the garden further than 50% of the depth of the host building measured from the principal rear elevation.</i></p> <p><i>Additionally, as the applicant site is located within a flood risk area, a Flood Risk Assessment (FRA) is required to demonstrate that the development would not increase flood risk to the property or surrounding area.</i></p> <p><i>Rear extensions to listed buildings are assessed on a case-by-case basis, considering the surrounding context and, more importantly, the individual character and condition of the building. No. 15 Chalcot Square is an end-of-terrace property with distinctive features and a more prominent position, setting it apart from other dwellings around the square. The existing envelope of the building remains original, with no prior alterations or projections to the rear elevation apart from introduced balconies and a rendered finish. The rear façade retains its historic integrity as a flat, unaltered elevation. Any extension at this location would require the demolition of original fabric and disrupt the architectural form, resulting in the loss of the sheer rear elevation. The proposed ground floor-level extension would involve the removal of historic features, alter the traditional LGF planform, and require the demolition of the full external masonry rear wall. Its scale, both in depth and width, is not subservient or secondary to the host building, and the design does not appear to take cues from the architectural language of the property—whether as a pastiche or in a way that respects its existing form, massing, and position. While there are significant concerns regarding the principle of an extension in this location, any such addition would need to be designed in a more sensitive, subordinate, and historically informed manner.</i></p>	<ul style="list-style-type: none"> <li>- The extent of the lower ground floor extension accounts for 13% of the existing rear garden.</li> <li>- The extent of the lower ground floor extension is less than 1.5 times the footprint of the host building. The proposal would increase the existing footprint by 26%.</li> </ul> <p>Refer to DAS for more details.</p> <p>We have prepared a Flood Risk Assessment as part of this application.</p> <p>The rear elevation wall has undergone significant alteration. This is evident from earlier maps and plans – all historic maps up to and including 1965 show the rear of the property set back from the building line of the neighbouring houses, at present it's sitting flush with the rest of the terrace. The rear elevation has undergone a series of alterations in the late 1980s. A number of openings were clearly reconfigured i.e. door openings were changed to windows and vice versa. Double window openings were altered to one window opening. This is detailed on the 1986 planning application. The additional of a GF terrace and staircase in the late 1980s disrupts the sheer rear elevation. The granted 1980s external terrace and staircase has resulted in the loss of "sheer elevation"</p> <p>We propose to keep a portion of the existing LGF rear elevation wall; to delineate between what is old and what is new. The proposed stud walls to be removed at LGF level are predominantly from the 1980s and 1990s. The original</p>
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		planform of this space has been heavily altered over the years. We have moved away from the curved extension proposed at Pre-App, opting for a squared off elevation. We have carefully considered its depth, layout of fenestration and it's relation to the line of the neighbouring extension at No.16 Chalcot Square.
<b>Additional windows to side elevation</b>	<i>The introduction of new openings on the side elevation is not supported, as it would result in the loss of historic fabric and substantially alter the primary elevation, disrupting the established fenestration pattern and solid-to-void ratios. The reinstatement of the two partially infilled arched-headed windows, however, would not be opposed.</i>	No alterations proposed to existing side elevation.
<b>Rooflights to front roof</b>	<i>Similarly, the addition of new rooflights is not supported, as it would compromise the character and integrity of the listed building. Any existing rooflights on the rear elevation may be replaced with more thermally efficient units, provided they match the existing dimensions and appearance.</i>	No alterations proposed to the roof / rooflights.
<b>Double glazing</b>	<i>The majority of the external joinery units retain their original historic glass. In accordance with Historic England guidance, the replacement of these with double glazing is not appropriate and is therefore will not be recommended in the guidance</i>	No alterations proposed to the existing windows.
<b>Outbuilding to Rear Garden</b>	<i>The outbuilding is of an insubordinate scale that would contribute to the overdevelopment of the site. Its size, bulk, and positioning are not in keeping with the established character of the area and would introduce an incongruous element that disrupts the coherence of the site. There are no other structures of this type in the immediate context, and it is not reflective of the historic development pattern. Furthermore, the proposed outbuilding would fail to preserve or enhance the character and appearance of the conservation area, introducing a form of development that detracts from its established significance.</i>	No outbuilding included in application.
<b>Internal Reconfigurations</b>	Excerpt from email from Conservation Officer Jessica McDonnell-Buwalda dated 21.03.25  <i>As stated, the concern lies in the demolition of the historic/traditional planform. There is no opposition to the alteration of partition walls</i>	We have proposed changes to internal walls on <b>LGF level only</b> which were added in 1980s and 1990s predominantly. A portion of historic wall is proposed to be removed on the LGF, however as it is considered an

	<i>inserted in the 1980s (as you have highlighted in the screenshots below).</i>	area of lesser significance than the upper floors we believe this floor can accommodate the change without effecting the special interest of the building, as outlined in the heritage statement. All other walls on all other floors to remain as existing.
<b>Works to Internal staircase</b>	<p>Excerpt from email from Conservation Officer Jessica McDonnell-Buwalda dated 21.03.25</p> <p><i>Demolition of the original staircase (in any part) would result in the application having to be refused. The significance and impact of this type of alteration is reflected in the fact that this would independently would trigger the requirement for consultation with Historic England – where only external works to a Grade II would otherwise need consultation.</i></p>	No works to internal staircase proposed.
<b>Trees</b>	It is noted that the proposed rear extension/outbuilding will be close to trees the subject of Tree Protection Orders in the rear garden. It will be necessary to submit an Arboricultural Implications Assessment to demonstrate that no significant trees would be significantly affected. Subject to this, it will be necessary to provide tree protection measures to protect any trees which are to be retained.	We have carried out a Tree survey & Arboricultural Impact Assessment as part of this application.

### Summary

The approach taken by the project team has been to design a scheme that seeks to improve the property through a number of sympathetic alterations which will improve the property's functionality, aesthetics and importantly, its historic features.

In summary, the proposals seek to respect and improve the host building and the conservation area and are therefore compliant with the Council's policy criteria. The proposals are supported by drawings and are in full accordance with the Local Plan.

### Planning Application Package

We have submitted the following documents for the application:

- Cover letter incorporating Planning Statement (Michaelis Boyd Architects);
- Design and Access Statement including full details on works (Michaelis Boyd Architects);
- Drawing package by Michaelis Boyd Architects including:



- Site Location Plan – 24031-000 – 1:1000@A3;
  - Existing / Demolition Lower Ground Floor Plan – 24031-050 – 1:100@A3;
  - Existing / Demolition Ground Floor Plan – 24024-051 – 1:100@A3;
  - Existing / Demolition First Floor Plan – 24024-052 – 1:100@A3;
  - Existing / Demolition Second Floor Plan – 24024-053 – 1:100@A3;
  - Existing / Demolition Third Floor Plan – 24024-054 – 1:100@A3;
  - Existing / Demolition Roof Plan – 24024-055 – 1:100@A3;
  - Existing / Demolition Section AA – 24024-060 – 1:100@A3;
  - Existing / Demolition Section BB – 24024-061 – 1:100@A3;
  - Existing / Demolition NW Elevation - 24024-070 – 1:100@A3;
  - Existing / Demolition SE Elevation - 24024-071 – 1:100@A3;
  - Existing / Demolition SW Elevation - 24024-072 – 1:100@A3;
  - Proposed Lower Ground Floor Plan - 24024-700 – 1:100@A3;
  - Proposed Ground Floor Plan - 24024-701 – 1:100@A3;
  - Proposed First Floor Plan - 24024-702 – 1:100@A3;
  - Proposed Second Floor Plan - 24024-703 – 1:100@A3;
  - Proposed Second Floor Plan - 24024-704 – 1:100@A3;
  - Proposed Roof Plan – 2402-705 – 1:100@A3;
  - Proposed Section AA – 24024-710 – 1:100@A3;
  - Proposed Section BB – 24024-711 – 1:100@A3;
  - Proposed NW Elevation - 24024-720 – 1:100@A3;
  - Proposed SE Elevation - 24024-721 – 1:100@A3;
  - Proposed SW Elevation - 24024-722 – 1:100@A3;
- Heritage Statement (HCUK).
  - Noise Impact Assessment (Noico)
  - Flood Risk Assessment (Enginuity)
  - Arboricultural Impact Assessment (TreeRadarUK)

The Application has been paid directly to the Council. Please do not hesitate to contact me should you require any further information for validation of the Pre-application, and I look forward to hearing from you in respect of.

Kind regards,

Alex Michaelis

Co -Founder, Michaelis Boyd Architects