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Development Management  
Camden Town Hall Extension  
Argyle Street  
London WC1H 8EQ

## Application for Planning Permission. Town and Country Planning Act 1990

### Publication of applications on planning authority websites.

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website.  
If you require any further clarification, please contact the Authority's planning department.

### 1. Applicant Name, Address and Contact Details

Title:	Mr	First name:	C/O	Surname:	PAPA Architects		
Company name:							
Street address:	222 Archway Road			Country Code	National Number	Extension Number	
	Highgate			Telephone number:			
				Mobile number:			
Town/City:	Highgate			Fax number:			
County:	London			Email address:			
Country:	United Kingdom						
Postcode:	N65AX						
Are you an agent acting on behalf of the applicant? <input checked="" type="radio"/> Yes <input type="radio"/> No							

### 2. Agent Name, Address and Contact Details

Title:	Mr	First Name:	Nicholas	Surname:	Papas		
Company name:	Papa Architects Ltd						
Street address:	222 Archway Road			Country Code	National Number	Extension Number	
				Telephone number:	020 83488411		
				Mobile number:			
Town/City:	Highgate			Fax number:			
County:				Email address:			
Country:	United Kingdom						
Postcode:	N6 5AX						

### 3. Description of the Proposal

Please describe the proposed development including any change of use:

Reconfiguration of internal Layouts to the existing HMO.  
Install new windows and door openings to the rear elevation.  
Minor alterations to existing roof.  
Change of use of existing first floor office to create additional HMO rooms.  
Remove existing external fire escape stair and replace in new location

Has the building, work or change of use already started? ☐ Yes ☒ No

#### 4. Site Address Details

Full postal address of the site (including full postcode where available)

House:	<input type="text" value="225"/>	Suffix:	<input type="text"/>
House name:	<input type="text" value="223-225"/>		
Street address:	<input type="text" value="Finchley Road"/>		
	<input type="text"/>		
Town/City:	<input type="text" value="London"/>		
County:	<input type="text"/>		
Postcode:	<input type="text" value="NW3 6LP"/>		
Description of location or a grid reference (must be completed if postcode is not known):			
Easting:	<input type="text" value="526286"/>		
Northing:	<input type="text" value="184714"/>		

Description:

Site and surroundings

The site is on the western side of Finchley Road, near to the junction with Canfield Gardens and Finchley Road underground station. It is made up of a ground floor and small mezzanine, and a number of storeys above up to fourth floor level. At the ground floor level are commercial units with the HMO and office space above. To the rear are the Metropolitan and Jubilee line tracks.

#### 5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? ☒ Yes ☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title:	<input type="text" value="Mr"/>	First name:	<input type="text" value="Christopher"/>	Surname:	<input type="text" value="Heather"/>
Reference:	<input type="text" value="2013/4080/PRE"/>				
Date (DD/MM/YYYY):	<input type="text" value="13/06/2013"/>	(Must be pre-application submission)			

Details of the pre-application advice received:

Positive to retaining and expanding the HMO use, Please see below extract of the Pre-application response:

Land use

'Reference is made to the relatively recent planning application at the site (Ref:2010/1991/P). For completeness I have appended the officer's report rather than simply repeat much of what was stated at the time. Policy H5 has since been superseded but the thrust of what is trying to be achieved by the remaining policies is unchanged. In 2010 the loss of the office floorspace was not raised as an issue and as such I also raise no objection to it now, and having viewed a small office on site I was able to see that it is poor quality, hence its vacancy.

Part of the assessment made in 2010 was into the value of the existing property as a HMO, and this broadly still applies: HMO accommodation still performs a valuable function in providing low-cost housing to a section of the population, and I was able to see this when I visited the site. When assessing the quality of the accommodation in 2010 the case officer concluded that it did not meet the required standards which operate within the borough (and I have appended these), but that there appeared to be the opportunity to use the vacant office space to provide improved facilities, and this would still appear to apply. I understand that there has also been some concerns expressed in the recent past by Environmental Health into the quality of the accommodation, and that there was a prosecution to ensure that improvements were made.'

16 September 2013

'The revised drawings do not show self-contained units and this is supported. It also removes a number of issues, and this is detailed below. You have now shown the ground floor layout with the proposed entrance and there is a small loss of commercial space. I do not consider this loss to be significant enough to be problematic.'

25 October 2013

Design

'The site is not within a conservation area but design remains an important consideration. The rear of the site backs on to the railway line and whilst there are some private views they are not extensive. The existing rear is not particularly attractive and the alterations you are proposing are considered to represent an improvement.

The front is more exposed and the site forms part of a terrace which has been constructed with common characteristics. Whilst it is accepted that different buildings have been altered at different times and that the existing windows are in a poor state of repair. It is also noted that there are examples of uPVC windows in some of the buildings nearby. However, they only serve to demonstrate how poor uPVC is in appearance, and so whilst there is certainly some flexibility to the rear the Council would wish to see timber in the front.'

16 September 2013

#### 6. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway? ☐ Yes ☒ No

Is a new or altered pedestrian access proposed to or from the public highway? ☐ Yes ☒ No

Are there any new public roads to be provided within the site? ☐ Yes ☒ No

Are there any new public rights of way to be provided within or adjacent to the site? ☐ Yes ☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way? ☐ Yes ☒ No

#### 7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? ☒ Yes ☐ No

If Yes, please provide details:

1301\_00\_100\_P00\_Proposed\_Ground\_Floor\_Plan  
1301\_98\_100\_P00\_Existing ground floor plan and demolitions

Have arrangements been made for the separate storage and collection of recyclable waste? ☐ Yes ☒ No

8. Authority Employee/Member

With respect to the Authority, I am:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

Do any of these statements apply to you? ☐ Yes ☒ No

9. Materials

Please state what materials (including type, colour and name) are to be used externally (if applicable):

Walls - description:

Description of existing materials and finishes:

Red Brick with stone detailing

Description of proposed materials and finishes:

match existing where altered

Roof - description:

Description of existing materials and finishes:

Slate and asphalt flat roofs

Description of proposed materials and finishes:

Match Existing where altered

Windows - description:

Description of existing materials and finishes:

Front Elevation windows - ground floor -Aluminum Framed  
Front Elevation Floors 1-4 - single glazed Timber  
Rear Elevation - Predominantly UPVC with some Aluminum

Description of proposed materials and finishes:

Front Elevation - Shop front to be Aluminum Framed  
Front Elevation Floors 1-4 - double Glazed Timber to match existing.  
Rear Elevation to be double glazed UPVC

Doors - description:

Description of existing materials and finishes:

Mixture of Timber, Aluminum and UPVC

Description of proposed materials and finishes:

New fire doors to rear to be metal painted black. New shop front to be aluminum framed.

Boundary treatments - description:

Description of existing materials and finishes:

N/A

Description of proposed materials and finishes:

N/A

Vehicle access and hard standing - description:

Description of existing materials and finishes:

N/A

Description of proposed materials and finishes:

N/A

Lighting - add description

Description of existing materials and finishes:

shop signage illumination

Description of proposed materials and finishes:

shop signage illumination to remain as existing. Proposed Feature lighting to front facade.

9. (Materials continued)

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? ☒ Yes ☐ No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement:

223-225 Finchley Rd, D+A Statement

1301\_00\_100\_P00\_Proposed\_Ground\_Floor\_Plan

1301\_00\_101\_P00\_Proposed\_Mezzine\_Floor\_Plan

1301\_00\_102\_P00\_Proposed\_First\_Floor\_Plan

1301\_00\_103\_P00\_Proposed\_Second\_Floor\_Plan

1301\_00\_104\_P00\_Proposed\_Third\_Floor\_Plan

1301\_00\_105\_P00\_Proposed\_Fourth\_Floor\_Plan

1301\_00\_106\_P00\_Proposed\_Roof\_Plan

1301\_00\_110\_P00\_Proposed\_Front\_Elevation

1301\_00\_111\_P00\_Proposed\_Side\_Elevation

1301\_00\_112\_P00\_Proposed\_Rear\_Elevation

1301\_00\_200\_P00\_Proposed\_Sections A-A and B-B

1301\_98\_001\_P00\_Site\_Plan

1301\_98\_002\_P00\_Location\_Plan

1301\_98\_100\_P00\_Existing ground floor plan and demolitions

1301\_98\_101\_P00\_Existing mezzanine floor plan and demolitions

1301\_98\_102\_P00\_Existing first floor plan and demolitions

1301\_98\_103\_P00\_Existing second floor plan and demolitions

1301\_98\_104\_P00\_Existing third floor plan and demolitions

1301\_98\_105\_P00\_Existing fourth floor plan and demolitions

1301\_98\_106\_P00\_Existing roof plan and demolitions

1301\_98\_110\_P00\_Existing front elevation and demolitions

1301\_98\_111\_P00\_Existing side elevation and demolitions

1301\_98\_112\_P00\_Existing rear elevation and demolitions

1301\_98\_200\_P00\_Existing sections A-A and B-B and demolitions

10. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces:

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	0	0	0
Light goods vehicles/public carrier vehicles	0	0	0
Motorcycles	0	0	0
Disability spaces	0	0	0
Cycle spaces	0	0	0
Other (e.g. Bus)	0	0	0
Short description of Other			

11. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer☒

Package treatment plant☐

Unknown☐

Septic tank☐

Cess pit☐

Other

Are you proposing to connect to the existing drainage system? ☐ Yes ☐ No ☒ Unknown

12. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.) ☐ Yes ☒ No

If Yes, you will need to submit an appropriate flood risk assessment to consider the risk to the proposed site.

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? ☐ Yes ☒ No

Will the proposal increase the flood risk elsewhere? ☐ Yes ☒ No

How will surface water be disposed of?

☐ Sustainable drainage system

☐ Main sewer

☐ Pond/lake

☐ Soakaway

☐ Existing watercourse

13. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, OR on land adjacent to or near the application site:

a) Protected and priority species

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

b) Designated sites, important habitats or other biodiversity features

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

c) Features of geological conservation importance

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

14. Existing Use

Please describe the current use of the site:

Ground floor is currently occupied by commercial units of A1 and A3 use with entrances to the above floors located at the rear. The First Floor level is divided into HMO ( Sui Generis ) and un-occupied Offices B1(a). Levels 2-4 are currently HMO (Sui Generis).

Is the site currently vacant? ☐ Yes ☒ No

Does the proposal involve any of the following?

If yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated? ☐ Yes ☒ No

Land where contamination is suspected for all or part of the site? ☐ Yes ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination? ☐ Yes ☒ No

15. Trees and Hedges

Are there trees or hedges on the proposed development site? ☐ Yes ☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ☐ Yes ☒ No

If Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of your local planning authority. If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

16. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ☐ Yes ☒ No

17. Residential Units

Does your proposal include the gain or loss of residential units? ☐ Yes ☒ No

18. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? ☒ Yes ☐ No

Use class/type of use		Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
A1	Shops Net Tradable Area	9.1	0.0	0.0	0.0
A2	Financial and professional services	0.0	0.0	0.0	0.0
A3	Restaurants and cafes	60.0	14.5	0.0	-14.5
A4	Drinking establishments	0.0	0.0	0.0	0.0
A5	Hot food takeaways	0.0	0.0	0.0	0.0
B1 (a)	Office (other than A2)	56.5	56.5	0.0	-56.5
B1 (b)	Research and development	0.0	0.0	0.0	0.0
B1 (c)	Light industrial	0.0	0.0	0.0	0.0
B2	General industrial	0.0	0.0	0.0	0.0
B8	Storage or distribution	0.0	0.0	0.0	0.0

18. All Types of Development: Non-residential Floorspace (continued)

C1	Hotels and halls of residence	0.0	0.0	0.0	0.0
C2	Residential institutions	0.0	0.0	0.0	0.0
D1	Non-residential institutions	0.0	0.0	0.0	0.0
D2	Assembly and leisure	0.0	0.0	0.0	0.0
Other	Please Specify	492.3	0.0	99.0	99.0
	Total	617.9	71.0	99.0	28.0

For hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms:

Use Class	Types of use	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms
Other	Hostels	0	4	4

19. Employment

If known, please complete the following information regarding employees:

	Full-time	Part-time	Equivalent number of full-time
Existing employees	4	2	0
Proposed employees	6	2	0

20. Hours of Opening

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

Use	Monday to Friday		Saturday		Sunday and Bank Holidays		Not Known
	Start Time	End Time	Start Time	End Time	Start Time	End Time	
A1							<input checked="" type="checkbox"/>
A2							<input checked="" type="checkbox"/>
A3							<input checked="" type="checkbox"/>
A4							<input checked="" type="checkbox"/>
A5							<input checked="" type="checkbox"/>
B1A							<input checked="" type="checkbox"/>
B1B							<input checked="" type="checkbox"/>
B1C							<input checked="" type="checkbox"/>
B2							<input checked="" type="checkbox"/>
B8							<input checked="" type="checkbox"/>
C1							<input checked="" type="checkbox"/>
C2							<input checked="" type="checkbox"/>
D1							<input checked="" type="checkbox"/>
D2							<input checked="" type="checkbox"/>
Other	12:00:00	12:00:00	12:00:00	12:00:00	12:00:00	12:00:00	<input type="checkbox"/>

21. Site Area

What is the site area?

00.01

hectares

22. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

to remain as existing. New heating/plant to be installed for HMO use

Is the proposal for a waste management development? ☐ Yes ☒ No

23. Hazardous Substances

Is any hazardous waste involved in the proposal? ☐ Yes ☒ No

24. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? ☒ Yes ☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)

- ☒ The agent ☐ The applicant ☐ Other person

25. Certificates (Certificate A)

Certificate of Ownership - Certificate A  
Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (*owner is a person with a freehold interest or leasehold interest with at least 7 years left to run*) of any part of the land to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding (*“agricultural holding” has the meaning given by reference to the definition of “agricultural tenant” in section 65(8) of the Act*).

Title:	<input type="text" value="Mr"/>	First name:	<input type="text" value="Nicholas"/>	Surname:	<input type="text" value="Papas"/>
Person role:	<input type="text" value="Agent"/>	Declaration date:	<input type="text" value="19/03/2014"/>	<input checked="" type="checkbox"/>	Declaration made

26. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

<input checked="" type="checkbox"/>	Date	<input type="text" value="19/03/2014"/>
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