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

Application for Planning Permission and conservation  
area consent for demolition in a conservation area.  
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:	<input type="text"/>	First name:	<input type="text"/>	Surname:	<input type="text"/>
Company name:	<input type="text" value="THE MAYOR AND COMMONALTY AND CITIZENS OF THE"/>				
Street address:	<input type="text" value="CITY OF LONDON"/>	Telephone number:	Country Code	National Number	Extension Number
	<input type="text" value="PO Box 270"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text" value="Guildhall"/>				
Town/City:	<input type="text" value="London"/>	Mobile number:	<input type="text"/>	<input type="text"/>	<input type="text"/>
County:	<input type="text" value="London"/>	Fax number:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Country:	<input type="text" value="UK"/>	Email address:	<input type="text"/>		
Postcode:	<input type="text" value="EC2P 2EJ"/>				
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:	<input type="text" value="Mrs"/>	First Name:	<input type="text" value="Rebecca"/>	Surname:	<input type="text" value="Wynne"/>
Company name:	<input type="text" value="Frederick Gibberd Partnership"/>				
Street address:	<input type="text" value="117-121 Curtain Road"/>	Telephone number:	Country Code	National Number	Extension Number
	<input type="text" value="London"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>				
Town/City:	<input type="text"/>	Mobile number:	<input type="text"/>	<input type="text"/>	<input type="text"/>
County:	<input type="text" value="London"/>	Fax number:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Country:	<input type="text"/>	Email address:	<input type="text" value="r.wynne@gibberd.com"/>		
Postcode:	<input type="text" value="EC2A 3AD"/>				

### 3. Description of the Proposal

Please provide a description of the proposal, including details of the proposed demolition:

The proposal consists of a VRF heating/cooling system with an air handling unit on a platform to the lightwell at fourth floor level. Two new metal gantries at third and fourth level are proposed with a condenser unit on each gantry within the service courtyard. 3no. wall mounted condenser units within the ground floor courtyard are proposed. Windows to existing lift shaft are to be infilled with paint finish externally and new external door is to be created into lift. Existing windows to Alfred Place elevation are to be replaced with double glazed steel units, timber windows are to be replaced with like for like timber double glazed units. Front door to be replaced with frameless glazed door and rooflights to main roof and lower roof to rear of building to be re-configured.

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="35"/>	Suffix:	<input type="text"/>
House name:	<input type="text"/>		
Street address:	<input type="text" value="Alfred Place"/>		
	<input type="text"/>		
Town/City:	<input type="text" value="London"/>		
County:	<input type="text"/>		
Postcode:	<input type="text" value="WC1E 7DP"/>		

Description of location or a grid reference  
(must be completed if postcode is not known):

Easting:	<input type="text" value="529695"/>
Northing:	<input type="text" value="181762"/>

Description:

#### 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="Jason"/>	Surname: <input type="text" value="Traves"/>
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Reference:

Date (DD/MM/YYYY):  (Must be pre-application submission)

Details of the pre-application advice received:

Proposed air handling unit to new plant platform in lightwell at fourth floor level -  
Position of air handling unit was agreed in principle subject to acoustic survey.  
Ductwork at roof level - It was agreed that the ductwork at roof level adjacent to the residential unit could be located on the other side of roof pitch to conceal from view of adjacent unit. GIB to include section to demonstrate position of duct and indicate ductwork on plans  
Condensing units on gentries in service courtyard (ground – fourth floor) and new gentries at third and fourth floor - position of the new gentries and the condensing units agreed in principle, no issues raised.  
Windows to the Alfred Place elevation to be replaced like for like with double glazed steel units- Agreed in principal to replace the windows to the front façade with double glazed steel units. Details to show existing and proposed windows at the same scale to be submitted so comparison can be made.  
Timber windows to rear - JS advised that the Conservation Officer may not agree to replacement with metal windows therefore timber has now been proposed  
Full meeting minutes for the pre- application meeting are included with the design and access statement

#### 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

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. Explanation for Proposed Demolition Work

Why is it necessary to demolish all or part of the building(s) and/or structure(s)?

No demolition work proposed

10. 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:

Existing red brick

Description of proposed materials and finishes:

Existing red brick to be retained

Roof - description:

Description of existing materials and finishes:

Artificial slates incorporating a combination of clay half round ridge and hip tiles and lead rolls

Description of proposed materials and finishes:

To match existing

Windows - description:

Description of existing materials and finishes:

Existing single glazed steel windows to Alfred Place elevation.

Existing single glazed timber sash to rear and lightwell elevations.

Existing single glazed timber screen at ground and basement to Alfred Place elevation.

Description of proposed materials and finishes:

Windows to the Alfred Place elevation to be replaced with double glazed steel units.

Timber windows to rear elevation to be replaced like for like with double glazed timber units.

Timber screen at ground floor (Alfred Place elevation) to be retained.

Timber screen at basement level (Alfred Place elevation) to be refurbished to provide double glazing.

Doors - description:

Description of existing materials and finishes:

Timber main entrance door

Description of proposed materials and finishes:

Proposed main entrance door is to be frameless glazing to provide visual link to reception. Style will be in keeping with buildings opposite on Alfred Place where frameless glazing to the entrance has been utilised.

Boundary treatments - description:

Description of existing materials and finishes:

As existing

Description of proposed materials and finishes:

As existing

Vehicle access and hard standing - description:

Description of existing materials and finishes:

As existing

Description of proposed materials and finishes:

As existing

Lighting - add description

Description of existing materials and finishes:

As existing

Description of proposed materials and finishes:

As existing

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:

Drawings (PA)020-033 show existing and proposed materials on elevations. Design and Access Statement includes existing site photos illustrating materials

11. 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	14	14
Other (e.g. Bus)	0	0	0
Short description of Other			

## 12. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer	<input checked="" type="checkbox"/>	Package treatment plant	<input type="checkbox"/>	Unknown	<input type="checkbox"/>
Septic tank	<input type="checkbox"/>	Cess pit	<input type="checkbox"/>		
Other	<input type="text"/>				

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

## 13. 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?

<input type="checkbox"/> Sustainable drainage system	<input checked="" type="checkbox"/> Main sewer	<input type="checkbox"/> Pond/lake
<input type="checkbox"/> Soakaway	<input type="checkbox"/> Existing watercourse	

## 14. 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

## 15. Existing Use

Please describe the current use of the site:

Building is currently vacant. Cavendish College occupied the site until January 2012

Is the site currently vacant? ☒ Yes ☐ No

If Yes, please describe the last use of the site:

Education

When did this use end (if known) (DD/MM/YYYY)? 03/01/2012

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

## 16. 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 construction - Recommendations'.

17. Trade Effluent

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

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste:

As existing strategy

18. Residential Units

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

19. 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	0.0	0.0	0.0	0.0
A2	Financial and professional services	0.0	0.0	0.0	0.0
A3	Restaurants and cafes	0.0	0.0	0.0	0.0
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)	1644.0	0.0	0.0	0.0
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
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	0.0	0.0	0.0	0.0
Total		1644.0	0.0	0.0	0.0

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
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20. Employment

If known, please complete the following information regarding employees:

	Full-time	Part-time	Equivalent number of full-time
Existing employees	40	0	0
Proposed employees	120	0	0

21. Hours of Opening

If known, please state the hours of opening 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	
B1A	9:00	18:00:00					<input type="checkbox"/>

22. Site Area

What is the site area? 411 sq.metres

### 23. 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:

No industrial processes of machinery proposed

Is the proposal for a waste management development?

☐ Yes ☒ No

### 24. Hazardous Substances

Is any hazardous waste involved in the proposal?

☐ Yes ☒ No

### 25. 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

### 26. Certificates (Certificate A)

#### Certificate Of Ownership - Certificate A

#### Certificate under Article 12 – Town and Country Planning (Development Management Procedure) (England) Order 2010 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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 or building to which the application relates.

Title:  First name:  Surname:   
Person role:  Declaration date:  ☒ Declaration made

### 26. Certificates (Agricultural Land Declaration)

#### Agricultural Land Declaration

#### Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

Agricultural Land Declaration - You Must Complete Either A or B

(A) None of the land to which the application relates is, or is part of an agricultural holding.

☒

(B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below:

☐

If any part of the land is an agricultural holding, of which the applicant is the sole tenant, the applicant should complete part (B) of the form by writing 'sole tenant - not applicable' in the first column of the table below

Title:  First Name:  Surname:   
Person role:  Declaration date:  ☒ Declaration Made

### 27. 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.

☒ Date