

Date: Insert date

Your Reference: IRS conservation

Enquiries to: Paula Botha

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Name

Add 1

Add 2

Add 3

Dear Name,

Property reference: Property address

We are writing to inform you that we are submitting a Planning Application in respect of the building in which your Leasehold property is situated. The Planning Application is for the installation of external television reception equipment and cabling.

Introduction

In the London area, the switch from terrestrial to digital TV transmissions is scheduled to take place in the year 2012. To meet its obligations to its tenants, the London Borough of Camden has embarked on a programme of replacing the reception equipment on its residential properties.

The new equipment consists of two satellite dishes tracking the Hotbird and Astra28 satellites respectively and a mast aerial. The programme of work is being carried out by the contractor Lakehouse and their subcontractor. In considering the buildings programme it was noted that some of buildings lie within Conservation Areas and, therefore, require a Planning Consent. Your building is one of these.

Sitting of Equipment

As noted, the IRS (Integrated Reception System) includes one aerial and two satellite dishes. Wherever possible, these have been sited discreetly – on roofs where they are not easily seen from street level or on the rear or side elevations of the properties. However, the position is ultimately determined by the technical requirement to get a clear line of sight to the satellites and transmitter avoiding obstructions such as mature trees and taller adjacent buildings. The sitting of the aerials and satellite dishes is a best compromise between the technical requirements and the need to minimise the visual appearance of the equipment and its impact on the Conservation Area.

The installation also includes an external cabinet/junction box, usually located at high level on one of the external elevations. These will be sited to be as discreet as possible, but also reflecting the chosen cable routing as discussed below.

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Routing of Cables

Each property is connected to the Junction Box by two cables, the routing of these has been carefully considered in relation to each property. Each of the properties was visited to establish whether there is a viable internal route for the cable runs. Where an internal route exists this has been chosen, even though this is more difficult and expensive to install.

Where no viable internal route exists the cables will be routed to ensure they are as discreet as possible, using the architectural features of the building to disguise the cable runs. For example cables will be run tight under the eaves, or tucked under string courses, or dropped in the back corner of balconies where they are less visible from the street. External cable runs will generally be run in brown cabling as this blends with the brickwork of the wall behind.

Wherever possible, cables are not run on the Street elevation of properties. However, cables enter directly to the Living Rooms of each dwelling to avoid major works and disruption within the dwelling. Where Living Rooms are located on the Street elevation of the property then the cables will also have to be run on this same elevation.

Generally

The IRS Installation may also be taken as an opportunity by London Borough of Camden to require residents to remove individual satellite dishes.

Overall the finished installation should provide an improvement to the Conservation Area in which you live and should improve the amenity for you and all other residents in your building.

Once the Planning Application is lodged shortly, you will be able to view the application and its supporting documents online at <http://212.85.13.86/LPGSearch/myPlanning.html> or <http://planningrecords.camden.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>

If you have any queries regarding the submissions please contact Paula Botha, Project Manager, Mechanical & Electrical Capital Delivery Team on (020) 7974 7702.

Yours sincerely,

Paula Botha
Project Manager