

HJM/RC/DP3546

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FAO Neil McDonald

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Dear Neil

**COMMONWEALTH HOUSE, 1 NEW OXFORD STREET, WC1A 1NU
APPLICATION FOR FULL PLANNING PERMISSION (TOWN AND COUNTRY
PLANNING ACT 1990)**

We are writing on behalf of our client, TIAA Henderson Real Estate, to submit an application for full planning permission for the above site. The application seeks permission for the following:

Demolition and reconstruction of seventh and eighth floors and construction of a roof extension at ninth floor and infilling works to provide additional office floorspace (class B1), new roof top plant, change of use of ground floor uses to provide office use (class B1), retail use (class A1/A3) and flexible office and retail uses (class B1/A1/A3) with associated alterations to new shopfronts, reconfiguration of office entrance, replacement windows, recladding, works to Dunn's Passage and all other necessary enabling works for the refurbishment of existing offices (Class B1).

TIAA Henderson wishes to gain full planning permission for the refurbishment and extension of the existing building, along with some demolition works, in order to renew the existing building and provide enhanced office and retail space to ensure the building's continued economic use. In addition it is proposed to reopen the historic Dunn's Passage, significantly enhance the public realm and increase the building's sustainability.

The Planning Application

Please find enclosed 1 hard copy of all the application material and an additional hard copy of the Design and Access Statement and plans. As agreed, the application submission comprises the following documents

- Planning Application Form and Certificates, prepared by DP9 Limited (DP9);
- CIL Additional Information Form, prepared by DP9;



- Planning Statement, prepared by DP9 (including Draft Section 106 Heads of Terms);
- Site Location Plan, prepared by Orms;
- Existing and proposed plans, sections and elevations, prepared by Orms;
- Design and Access Statement, prepared by Orms, including:
 - Floorspace Schedule;
 - Crime prevention; and
 - CGI images;
- Transport Assessment, prepared by Arup (including Travel Plan and Delivery and Servicing Management Plan), prepared by Arup;
- Draft Construction Management Plan, prepared by Arup;
- Heritage Statement, prepared by Donald Insall Associates;
- Noise and Vibration Assessment, prepared by Sandy Brown;
- Air Quality Statement, prepared by Long & Partner (including ventilation strategy);
- Energy Strategy and BREEAM Pre-Assessment, prepared by RESDesign; and
- Statement of Community Involvement, prepared by Jefferson Communications.

A cheque for £5,200.00 in respect of the application fee is also enclosed.

We also enclose 2 CDs with electronic versions of the application documents. We are happy to provide further copies if required.

The Site

The site is triangular in shape, bound by New Oxford Street to the north and east, High Holborn to the south and 21-31 New Oxford Street to the west (former Royal Mail sorting office). The site extends to approximately 0.16 ha.

The building currently provides approximately 12,300 sqm (GEA) of floorspace from basement to eighth floor. The majority of the floorspace is in office use (approximately 10,689 sqm (GEA)), with the remainder in retail use (approximately 1,611 sqm (GEA)).

The site is located within the Central Activities Zone (CAZ), however the site falls outside the defined Central London Frontages of Holborn and Tottenham Court Road. The site is also within the Bloomsbury Conservation area. The property is not statutorily listed, however it is considered to be a 'Bloomsbury Positive Contributor' with shopfronts of merit in the Bloomsbury Conservation Area Appraisal and Management Strategy (2011). The view west along High Holborn to Commonwealth House is identified as a view to a notable landmark.

The site benefits from excellent levels of public accessibility, with a PTAL rating of 6b which is the highest PTAL rating. Commonwealth House is approximately a 3 minute walk from Holborn London Underground Station and a 5 minute walk from Tottenham Court Road Station.



Planning History

There are no recent, relevant planning applications which relate to the site. The majority of planning applications on the site relate to plant, mechanical and engineering works, or alterations to the ground floor retail units. A full planning history of the site is provided within the Planning Statement.

Proposed Development

The concept behind the proposal is to refurbish and renew the existing building in order to provide enhanced office and retail space to reposition the building in the market. The proposed development will deliver high quality business floorspace that will contribute to sustainable economic development and job creation and secure the buildings optimum use.

The proposals seek to enhance the character and appearance of the building, giving significant weight to the architect's original design principles and proposals in order to preserve and reinforce the buildings art modern aesthetic. The refurbishment of the building and the alterations and extensions enable significant enhancements to the building's energy efficiency.

At first to eighth floor level there will be internal refurbishment works, minor infilling and repositioning of cores and lifts to provide enhanced office floorplates. There will be a ninth floor roof extension to provide additional office floorspace and new roof top plant is proposed. A single office entrance will be provided on the New Oxford Street frontage and the remaining retail shopfronts will be replaced and enhanced.

Accessibility to the building will be improved, and in addition it is proposed to reinstate the historic route through Dunn's Passage to increase permeability between High Holborn and New Oxford Street. Significant public realm works along the New Oxford Street frontage seek to contribute towards a cohesive sense of place between Commonwealth House and other sites in the local area which are also undergoing significant change.

A detailed floorspace schedule has been prepared by Orms and submitted as part of this application. In summary the existing building provides 12,300 sqm GEA floorspace and the proposed development will result in a total floorspace increase of 952 sqm GEA. The proposed floorspace is summarised below:

Use Class	Existing Floorspace (sqm GEA)	Proposed Floorspace (sqm GEA)	Change in Floorspace (sqm GEA)
Retail	1,611	1,458	-153
Office	10,689	11,794	1,105
TOTAL	12,300	13,252	952



The overall objective of the design is to provide a sensitive refurbishment and extension of the existing building to ensure Commonwealth House remains a strong gateway to the West End as well as securing the building's optimum economic use through enhancements to the quality of the business and retail floorspace within.

The Planning Statement provides an assessment of the development proposals against national, regional and local planning policies, and has been found to be in general conformity with the relevant policies.

We look forward to receiving confirmation that the planning application has been validated. Please contact Hugh Morgan or Rachel Crick should you require any further information.

Yours sincerely

Rachel Crick
Planner
DP9 Limited