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

**Application for Planning Permission and listed building consent for alterations,
 extension or demolition of a listed building.
 Town and Country Planning Act 1990
 Planning (Listed Buildings and Conservation Areas) 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: First name: Surname:

Company name:

Street address:

Town/City:

County:

Country:

Postcode:

Telephone number: Country Code: National Number: Extension Number:

Mobile number:

Fax number:

Email address:

Are you an agent acting on behalf of the applicant? Yes No

2. Agent Name, Address and Contact Details

Title: First Name: Surname:

Company name:

Street address:

Town/City:

County:

Country:

Postcode:

Telephone number: Country Code: National Number: Extension Number:

Mobile number:

Fax number:

Email address:

3. Description of Proposed Works

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s):

Conversion of second and third floor office space (B1) within No 37 Museum Street to residential accommodation (C3) and ancillary alterations and refurbishment of first, second and third floors within 37 and 38 Museum Street.

Has the development or work(s) already started? Yes No

4. Site Address Details

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

Description:

House:	<input type="text" value="38"/>	Suffix:	<input type="text"/>
House name:	<input type="text" value="Heart of London"/>		
Street address:	<input type="text" value="Museum Street"/>		
Town/City:	<input type="text" value="London"/>		
County:	<input type="text"/>		
Postcode:	<input type="text" value="WC1A 1LP"/>		

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

Easting:	<input type="text" value="530140"/>
Northing:	<input type="text" value="181569"/>

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="Miss"/>	First name:	<input type="text" value="Karen"/>	Surname:	<input type="text" value="Scarbrick"/>
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Reference:

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

Details of the pre-application advice received:

From withdrawn applications relating to this premises.

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. Demolition

Does the proposal include total or partial demolition of a listed building? Yes No

10. Listed building alterations

Do the proposed works include alterations to a listed building? Yes No

If Yes, will there be works to the interior of the building? Yes No

Will there be works to the exterior of the building? Yes No

Will there be works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally? Yes No

Will there be stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)? Yes No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed, and the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

State references for these plan(s)/drawing(s):

Information contained within the plans and heritage statement supplied.

11. Listed Building Grading

If known, what is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)? Don't know Grade I Grade II* Grade II

Is it an ecclesiastical building? Don't know Yes No

12. Immunity from Listing

Has a Certificate of Immunity from listing been sought in respect of this building? Yes No

13. 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			

14. Materials

Please provide a description of existing and proposed materials and finishes to be used in the build (demolition excluded):

External walls - add description

Description of *existing* materials and finishes:

Masonry stucco brickwork to front and rear elevations. Plain brickwork to parapet wall (internal side). Heavy corncing and swags etc. to front elevation.

Description of *proposed* materials and finishes:

No change to external walls beyond repair and redecoration. New discreet penetrations to rear elevation for flues, waste water pipework.

Roof covering- add description

Description of *existing* materials and finishes:

Slate hipped roof with lead box gutters and softwood escape hatch (later addition). Felt roofs to rear 'extensions'

Description of *proposed* materials and finishes:

No change to roof finishes. Isolated replacement of slates and replacement of leadwork to gutters all to match existing.

Chimney - add description

Description of *existing* materials and finishes:

Masonry brickwork with clay chimney pots. Incorporates escape passage between 37 and 38.

Description of *proposed* materials and finishes:

No change to chimney stacks beyond repair and redecoration.

Windows - add description

Description of *existing* materials and finishes:

Timber sash windows. Single glazed with round arch to first floor.

Description of *proposed* materials and finishes:

No change to window glass or frames beyond repair and redecoration using existing materials. Double glazed secondary glazing to be fitted behind existing windows on softwood frames to provide thermal performance. All glazing rails and mullions within secondary glazing etc to mirror those to existing windows.

14. Materials (continued)

External doors - add description

Description of *existing* materials and finishes:

Timber Georgian type panelled doors to ground floor.

Description of *proposed* materials and finishes:

No change to entrance door to upper parts beyond repair and redecoration. Door to ground floor retail areas beyond scope of application.

Ceilings - add description

Description of *existing* materials and finishes:

Lath and Plaster ceilings incorporating deep plater cornices within main rooms. Textured plaster finish to underside of stair soffits.

Description of *proposed* materials and finishes:

No change to ceilings within second and third floors. First floor ceilings to be encapsulated within fire resisting MF suspended ceiling to provide fire resistance. Line of new ceiling to be below cornice level to prevent damage with cornice replicated to retain character.

Internal walls - add description

Description of *existing* materials and finishes:

Generally plastered solid masonry walls. Later additions include plasterboard stud walls.

Description of *proposed* materials and finishes:

All existing solid masonry walls to be retained, with some new door openings formed and some existing openings stopped up, all within first floor. Poor quality partitioning forming bathroom within 38 to be removed and replaced with new insulated MF stud partition, all to be provide with 3mm skim plaster coat.

Floors - add description

Description of *existing* materials and finishes:

Solid timber joists with sawn boards above. Various finishes including carpet, wood laminate and vinyl.

Description of *proposed* materials and finishes:

All existing floorboards to remain in-situ or reinstated where lifted for isolated services works. Carpet finishes to be provided to offices, stairwells, living areas and bedrooms. Engineered hardwood to be provided to kitchens. Ceramic tiles to be provided to bathrooms and ground floor hallway.

Internal doors - add description

Description of *existing* materials and finishes:

Solid panelled doors with some later semi-hollow additions.

Description of *proposed* materials and finishes:

All existing original doors to be retained. Where original doors are unsuitable due to fire resistance they will be reinstated to non-critical locations. All new fire doors and additional non-fire doors to match originals.

Rainwater goods - add description

Description of *existing* materials and finishes:

Lead box gutters to main and extension roofs (see roof section). Cast iron hoppers and downpipes in conjunction with foul water downpipes.

Description of *proposed* materials and finishes:

No change to rainwater goods above repair and redecoration.

Boundary treatments - add description

Description of *existing* materials and finishes:

Not applicable.

Description of *proposed* materials and finishes:

Not applicable.

Vehicle access and hard standing - add description

Description of *existing* materials and finishes:

Not applicable.

Description of *proposed* materials and finishes:

Not applicable.

Lighting - add description

Description of *existing* materials and finishes:

Not applicable.

Description of *proposed* materials and finishes:

Not applicable.

Others - add description

Other

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Are you supplying additional information on submitted drawings or plans? Yes No

If Yes, please state plan(s)/drawing(s) references:

General information is submitted in the attached plans.

15. 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

If Yes, please include the details of the existing system on the application drawings and state references for the plan(s)/drawing(s):

Drawings 101, 102, 103 and 105, 106 107

16. 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

17. 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

18. Existing Use

Please describe the current use of the site:

Offices (B1) to 37 Museum Street and first floor 38 Museum Street. Residential dwelling house to second and third floor 38 Museum Street.

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

19. 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'.

20. Trade Effluent

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

21. Residential Units

Does your proposal include the gain or loss of residential units?

Yes No

Market Housing - Proposed

	Number of bedrooms				
	1	2	3	4+	Unknown
Houses					
Flats/Maisonettes		2			
Live-Work units					
Cluster flats					
Sheltered housing					
Bedsit/Studios					
Unknown					

Proposed Market Housing Total

2

Market Housing - Existing

	Number of bedrooms				
	1	2	3	4+	Unknown
Houses					
Flats/Maisonettes		1			
Live-Work units					
Cluster flats					
Sheltered housing					
Bedsit/Studios					
Unknown					

Existing Market Housing Total

1

Overall Residential Unit Totals

Total proposed residential units	2
Total existing residential units	1

22. 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)	122.8	61.4	0.0	-61.4
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	122.8	61.4	0.0	-61.4

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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23. Employment

If known, please complete the following information regarding employees:

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

24. Hours of Opening

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

24. Hours of Opening (continued)

Use	Monday to Friday		Saturday		Sunday and Bank Holidays		Not Known
	Start Time	End Time	Start Time	End Time	Start Time	End Time	

25. Site Area

What is the site area?

26. 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:

Is the proposal for a waste management development?

Yes No

27. Hazardous Substances

Is any hazardous waste involved in the proposal?

Yes No

28. 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

29. 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, 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: First name: Surname:

Person role: Declaration date: Declaration made

30. 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