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

**Application for listed building consent for alterations,  
 extension or demolition of a listed building.  
 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:	Mr	First name:	Richard	Surname:	Poulson		
Company name:	SOAS University of London						
Street address:	SOAS University of London			Telephone number:	Country Code	National Number	Extension Number
	Thornhaugh Street						
	Russell Square			Mobile number:			
Town/City:	London						
County:				Fax number:			
Country:	United Kingdom						
Postcode:	WC1H 0XG			Email address:			
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:	John	Surname:	Alexander		
Company name:	Kendall Kingscott						
Street address:	Suite 3			Telephone number:	Country Code	National Number	Extension Number
	Sandford House					020	8943 5300
	1b Claremont Road			Mobile number:			
Town/City:	Teddington						
County:	Surrey			Fax number:			
Country:	United Kingdom						
Postcode:	TW11 8DH			Email address:			
				john.alexander@kendallkingscott.co.uk			

**3. Description of Proposed Works**

Please describe the proposals to alter, extend or demolish the listed building(s):

The works will include the refurbishment of office, study, toilet and common areas to the Lower Ground Floor in order to accommodate an increase in visitors and staff. SOAS would also like to install secondary glazing units within the building in order to reduce traffic noise that is generated by the road that runs parallel to the building. The proposal includes dividing an existing room into two separate rooms to form an informal meeting room and separate filing room for the HR department. The existing walls are in poor condition with blown plaster and cracking throughout so will be re-plastered and decorated. The ceiling and woodwork will be painted and the floor covering replaced.

The existing toilet on the lower ground floor (FB09) will be stripped out including all sanitary fittings and partition walls and converted into a small meeting room. The male and female toilets (FB16) currently comprise of a male toilet facility with 1no. urinal, 1no. WC and 1no. washbasin and a female toilet with 3no. WCs and 3no. washbasins on a concrete plinth, raised above floor level. The proposal is to provide 2no. male toilet cubicles and 3no. female cubicles approximately 1600 x 1400 in size and each with their own WC, sink and hand dryer.

The secondary glazing includes the installation of aluminium white powder coated profile, spring balanced window units with 4mm toughened safety glass in a white timber 20 x 20 subframe trimmed all around in uPVC. The units are to be fixed internally and will not be visible externally to windows 1, 2, 3, 4, 5, and 6.

Has the work already started without planning permission?  
 Yes     No

#### 4. Site Address Details

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

Description:

House:	<input type="text"/>	Suffix:	<input type="text"/>
House name:	<input type="text" value="SOAS University of London,"/>		
Street address:	<input type="text" value="Faber Building"/>		
	<input type="text" value="23-24 Russell Square"/>		
Town/City:	<input type="text" value="London"/>		
County:	<input type="text" value="Camden"/>		
Postcode:	<input type="text" value="WC1H 0XG"/>		

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

Easting:	<input type="text" value="529885"/>
Northing:	<input type="text" value="182040"/>

#### 5. Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

Yes  No

#### 6. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes  No

#### 7. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

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 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:

Description of *proposed* materials and finishes:

##### Roof covering- add description

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

##### Chimney - add description

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

##### Windows - add description

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

## 9. Materials (continued)

### External doors - add description

Description of *existing* materials and finishes:

n/a

Description of *proposed* materials and finishes:

n/a

### Ceilings - add description

Description of *existing* materials and finishes:

Combination of plasterboard ceiling suspended ceiling tiles.

Description of *proposed* materials and finishes:

combination of 600 x 600 suspended tiles and grid with 300mm margins and new MF plasterboard ceiling with access panels.

### Internal walls - add description

Description of *existing* materials and finishes:

Combination of masonry and stud partition walls.

Description of *proposed* materials and finishes:

New block work and MF stud partitions with 75mm metal studs centred at 600mm with metal stud head and sole plates. Finished with Dulux Diamond Trade Matt Emulsion as shown on finishes drawing.

### Rainwater goods - add description

Description of *existing* materials and finishes:

n/a

Description of *proposed* materials and finishes:

n/a

### Boundary treatments - add description

Description of *existing* materials and finishes:

n/a

Description of *proposed* materials and finishes:

n/a

### Vehicle access and hard standing - add 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:

n/a

Description of *proposed* materials and finishes:

n/a

### Others - add description

Other

Description of *existing* materials and finishes:

n/a

Description of *proposed* materials and finishes:

n/a

Are you supplying additional information on submitted drawings or plans?

Yes  No

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

L(0)01B - Existing Layout  
L(0)02B - Proposed Layout

## 10. Demolition

Does the proposal include total or partial demolition of a listed building?

Yes  No

### 11. 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):

L(0)01B - Existing Layout  
L(0)02B - Proposed Layout

### 12. 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

### 13. Immunity from Listing

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

### 14. 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

### 15. Certificates (Certificate A)

#### Certificate Of Ownership - Certificate A Certificate under Regulation 6 of the 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

### 16. 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