

LLEWELYN  
DAVIES



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23 Queens Square, London  
WC1 3AY

## Design and Access Statement

Extension for and on behalf of  
University College London  
Hospitals Charity (UCLHC)



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# 1.0 Introduction

## 1.1 Introduction

This design and access statement has been prepared in support of an application for permission to extend the ground floor to the rear portion of The National Hospital for Neurology and Neurosurgery, 23 Queens Square, London Wc1 3AY.

## 1.2 Site Location and Existing Property

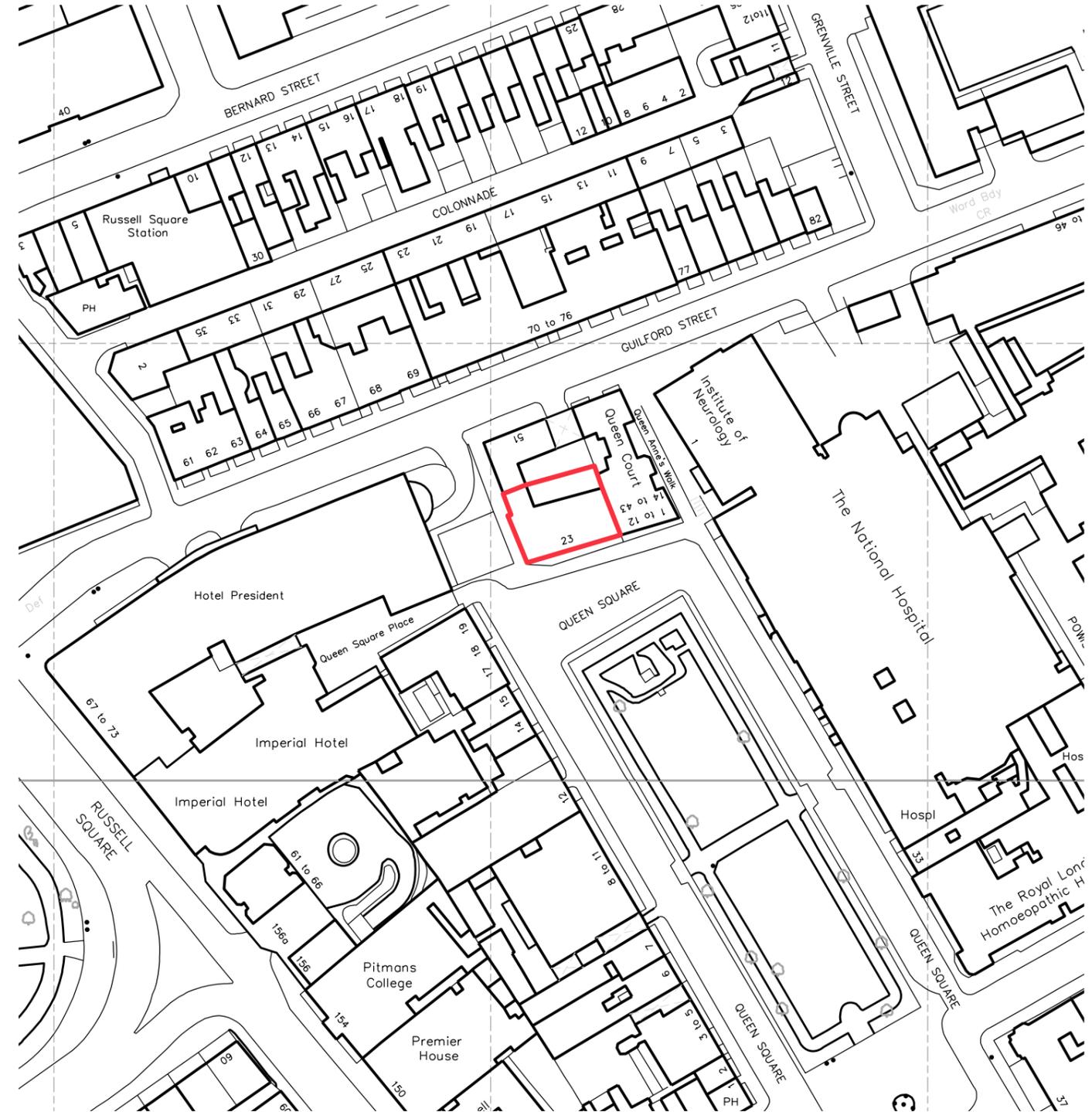
No. 23 is located to the North side of Queens Square on the West side, with an adjacent Right of Way through to Guilford Street. The property register states that the freehold land was registered at the Registry on 06-12-1926. The building on the site is occupied by the National Hospital for Neurology and Neurosurgery. It is four storeys high faced mainly in Portland stone with red brick panels to the centre enclosing windows up to third floor level. The rear elevation is faced with a light coloured brick that has weathered over time, with grit and grime.

The building lies within the Bloomsbury Conservation Area, but the building is not listed.

## 1.3 Planning History

Previous public planning records associated with this property are as listed below:

- 2012/6772/P Alteration to the main entrance at ground floor level for the provision of new vertical access left within the lightwell of the Queen Square facade. GRANTED
- 2009/5316/P Installation of two air conditioning units and associated acoustic screen at roof level on west elevation. GRANTED
- 013/0862/A Display of 20 non-illuminated aluminium panel signs to entrance ways of educational institutions (Class D1). GRANTED



Site Location Plan

— 23 Queens Square



# 2.0 Aerial Photographs



View Looking North

— 23 Queens Square building



View Looking East

— 23 Queens Square building



## 3.0 Photos of Existing



Front of 23 Queens Square (not affected by proposed development)



Lower Ground Level access to courtyard to the rear



View out to Guilford Court (rear)



View to East- Lower Ground Level to rear courtyard

# 4.0 Proposed Development

### 4.1 Use

The use of the building will remain unchanged. The proposed extension will provide additional office space at Ground Level only.

### 4.2 Amount/ Scale

The existing site, including rear courtyard at Lower Ground level has a footprint of 380 sq m (4090 sq ft). This will remain unchanged.

The existing ground floor area is 270.0 sq m ( 2885 sq ft). It is proposed to extend the rear of the existing Ground Level only, enlarging the floor area by approximately 38.5 sq m (398 sq ft). The existing number of staff is 7 no. The extension proposes to future proof for an additional 8-10 no.

The new extension will be a single storey extension and will project 3.8 m and keep within the property boundary. The Lower ground level is used as a staff change area with obscured glazing. Externally, the existing cycle store (x36 spaces) will remain unchanged.

### 4.3 Layout

The space will be organised to accommodate a larger office, with additional desk space, storage and meeting area.

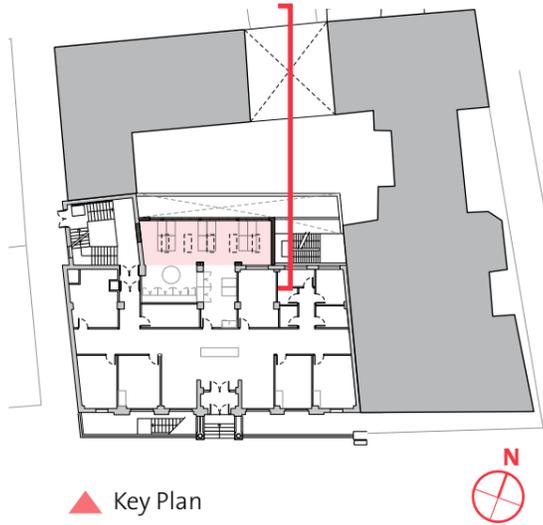
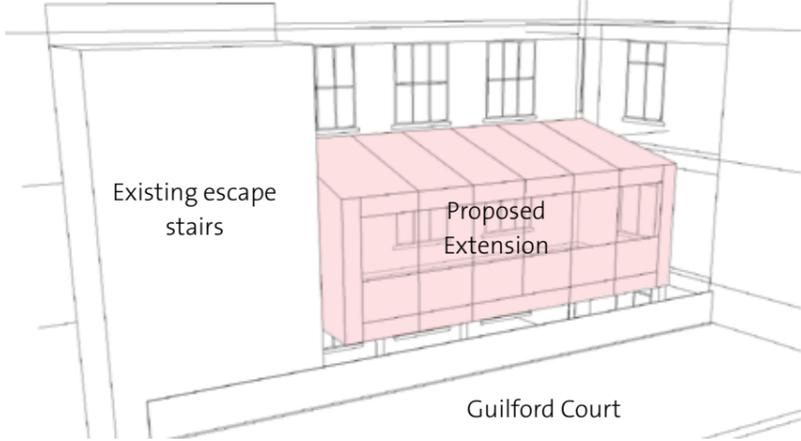
### 4.4 Appearance

There will be no visible changes to the front of the building; the rear will have a single storey extension at ground level, with supporting structure from lower ground level. The existing cycle storage will remain as is.

### 4.5 Access

The existing access arrangements into the building will not be affected by this proposal, neither will access to the rear cycle store be affected (via front lightwell).

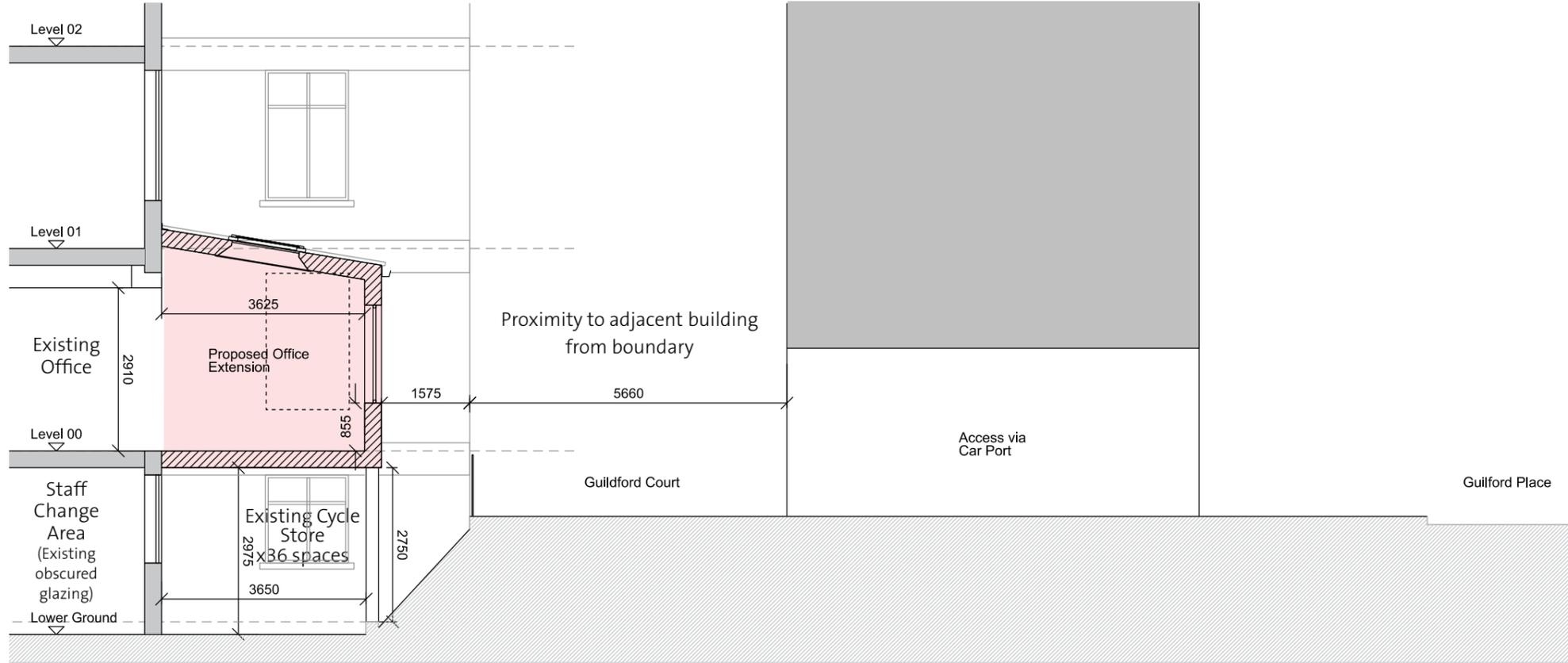
Level	Existing GIA	Proposed GIA
Ground Floor	270.0 sq m (2906.25 sq ft)	308.5 sq m (3320.67 sq ft)



▲ Existing and Proposed Ground Floor Areas

▲ Rear View from Guilford Court

▲ Key Plan



Cross Section

1:100



# 5.0 Drawings

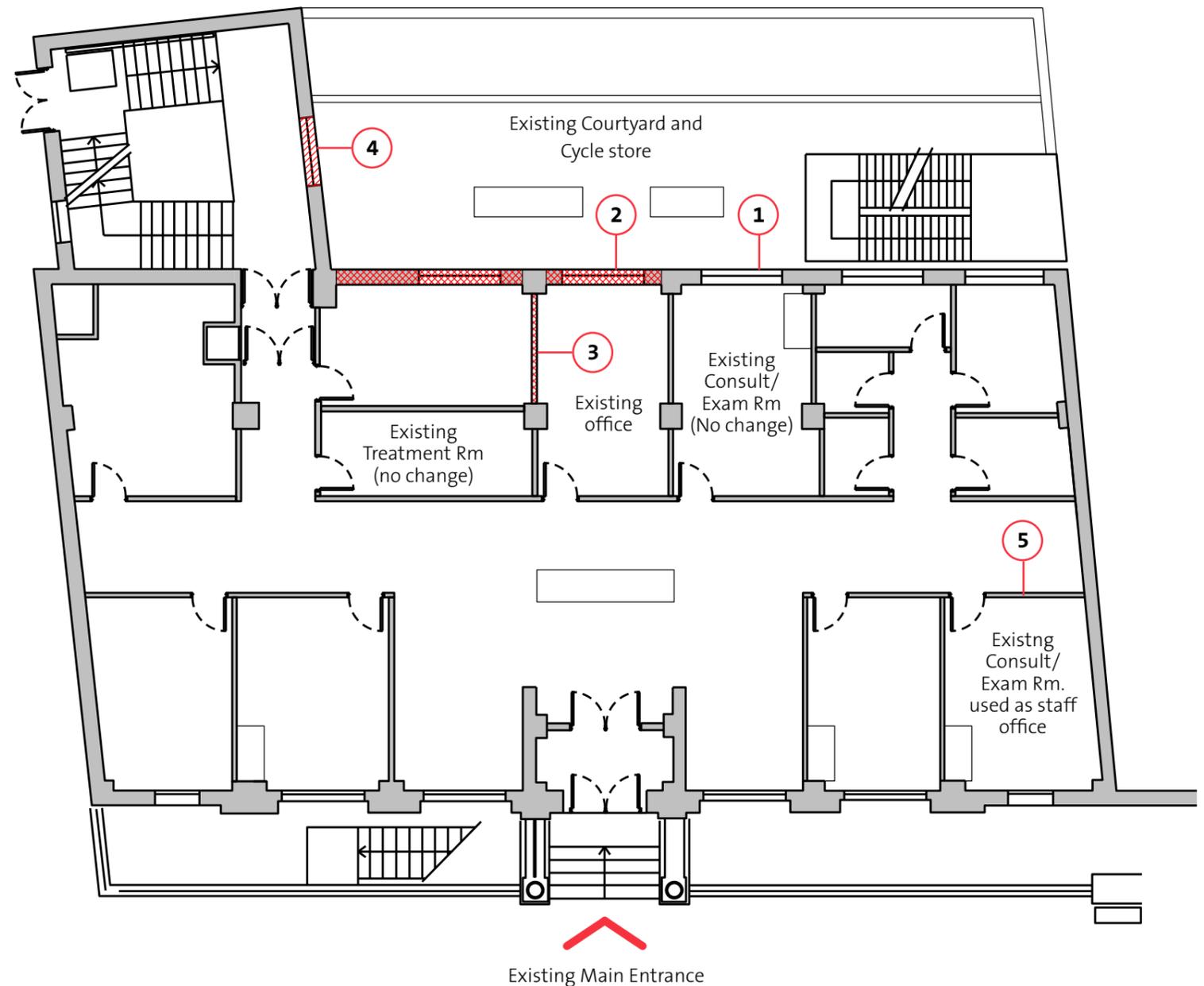
## 5.1 Existing/ Demolition

The existing window in the stair core will be retained for future use or if needed to be reinstated. It will be blocked out with drylining to both sides. This ensures privacy within the office space that deals with sensitive client information.

The existing window within the Consultation and Exam room which overlooks the courtyard will be obscured with film to allow for privacy but allow natural light through.

Currently a consultation and exam room (see note 5) is being used as a staff office to cope with the demands of space. Reinstating this and extending the existing office will allow staff to work in one area with all information/copiers located in an adjacent area within the office. It will also allow the number of patients that are seen to increase and meet with the demands of services required.

- 1 **Existing Window:**  
Privacy screen applied to existing window.
- 2 **External Walls:**  
To be demolished to make new opening into office.
- 3 **Partition:**  
To be demolished
- 4 **Existing Window:**  
Existing window to be retained and blocked with drylining
- 5 **Consult/Exam Room:**  
Room to be reinstated to a consultation and exam room. To be cleaned and services/furniture to be installed (sink).



Existing Ground Floor  
23 Queens Square

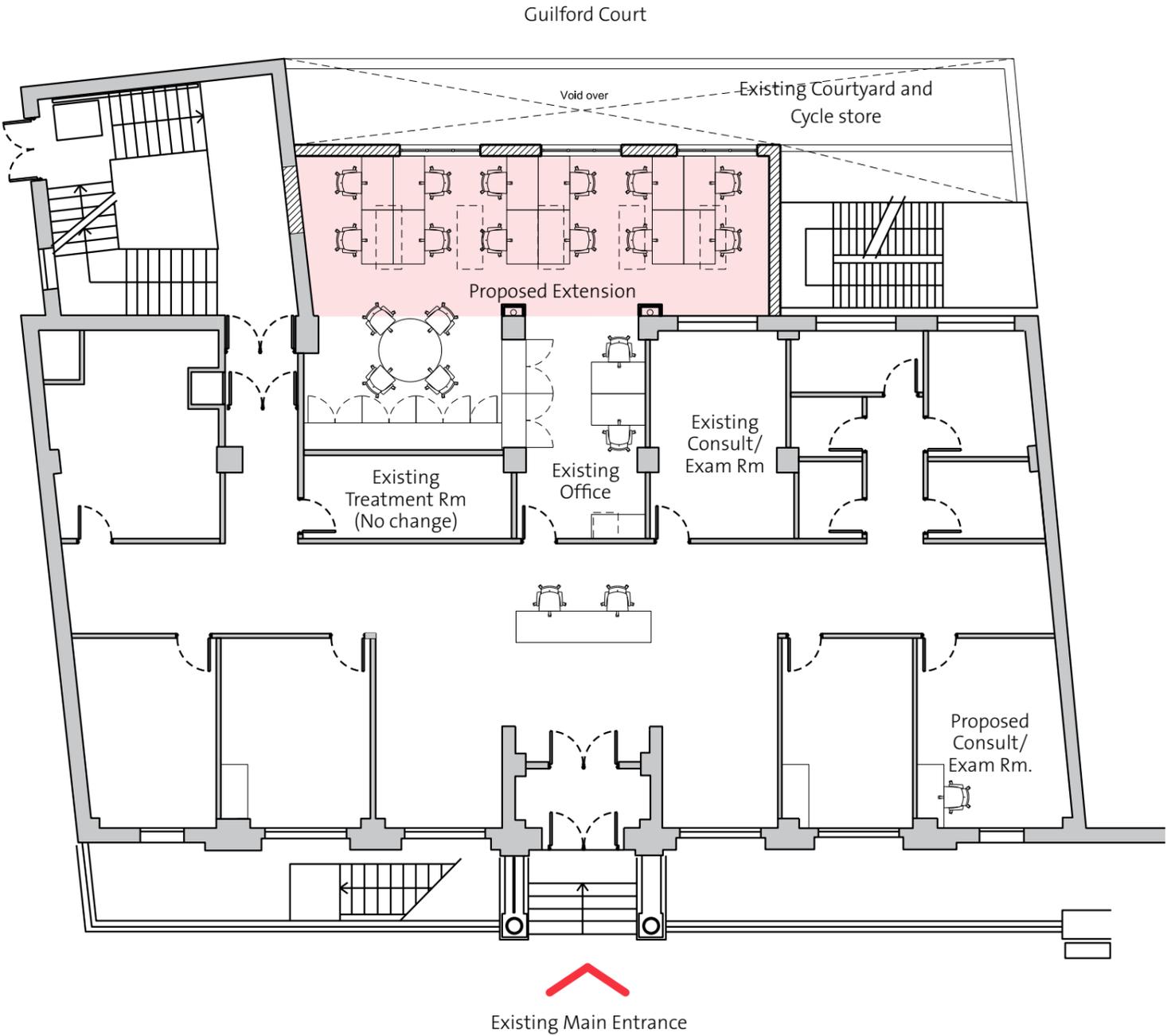
# 5.0 Drawings

## 5.2 Proposed Works

Currently there is demand for a larger office as 3 desk spaces are now shared between administrative staff as well as visiting consultants. The extension will also provide additional storage for records and a meeting space for staff.

The reinstating of the consult/exam room will allow for more patients to be seen.

The existing cycle store will remain as existing on Lower Ground level.



**Proposed Ground Floor Plan** N  
 1:200  
 Area of Extension

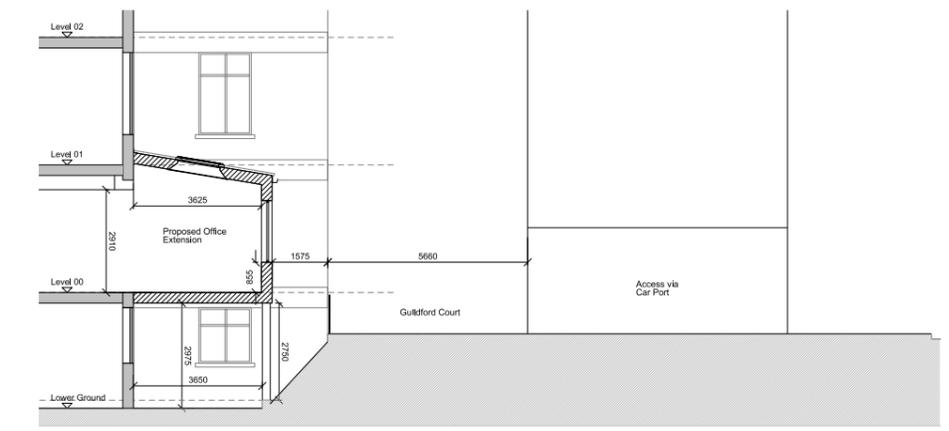
# 5.0 Drawings

## 5.3 Elevations and Sections

Refer to drawings submitted for Planning for large scale versions.



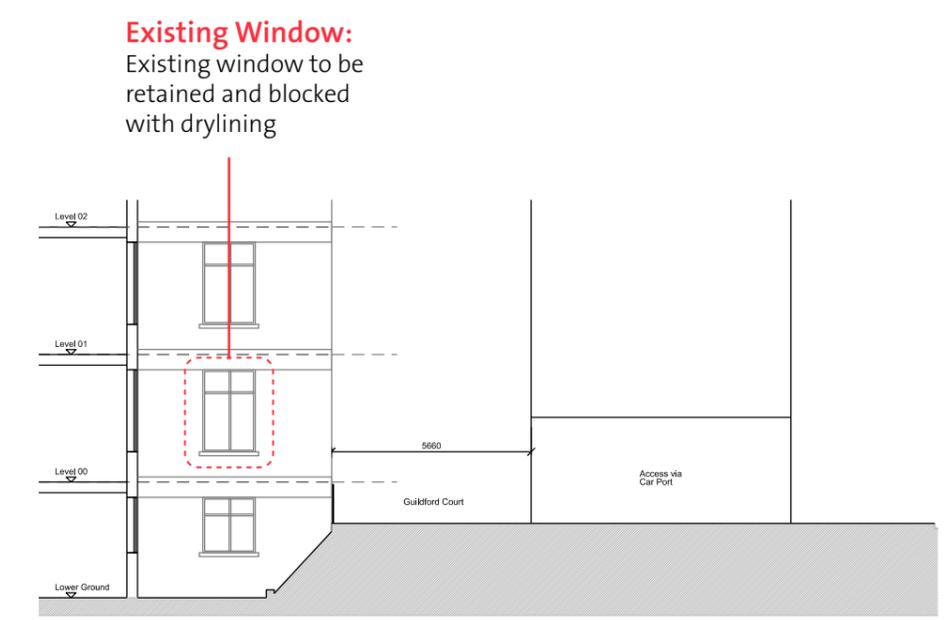
Proposed Rear Elevation



Proposed Section



Existing Rear Elevation



Existing Section

### Elevations & Sections

NTS

# 5.0 Drawings

## 5.2 Proposed Elevation - Materiality

The rear facade consists of a light coloured, dull brick that has weathered over time with concrete bands.

The proposed extension will be finished with grey aluminium rainscreen panels and dark grey standing seam roof. This will match the existing black metal framed windows.

The lightweight facade allows for a speedy construction programme with minimal disruption and waste to neighbouring properties.



Existing Rear courtyard



Proposed Rear Elevation

1:100

# 6.0 Planning Context

The main planning considerations that arise as a result of the proposals are considered to be:

- The design of the proposed rear extension and impact on the Conservation Area
- Impact upon the neighbouring properties

### Conservation Area

The property is located within the Bloomsbury Conservation Area.

Careful consideration has been given to any impact on the Conservation Area and we are of the opinion that there is no measurable impact.

The proposal does not affect the front elevation. The extension lies to the rear of the property enclosed by Guilford Court, The design, whilst modern is of minimal impact aesthetically, using colours to match the existing.

As such, it is concluded that the extension will provide additional improved office space, without compromising the character or appearance of the host building or wider Conservation Area.

### Neighbouring Properties

A single storey extension will be constructed at Ground level (supported structurally from lower ground level) only to minimise impact upon the surrounding properties.

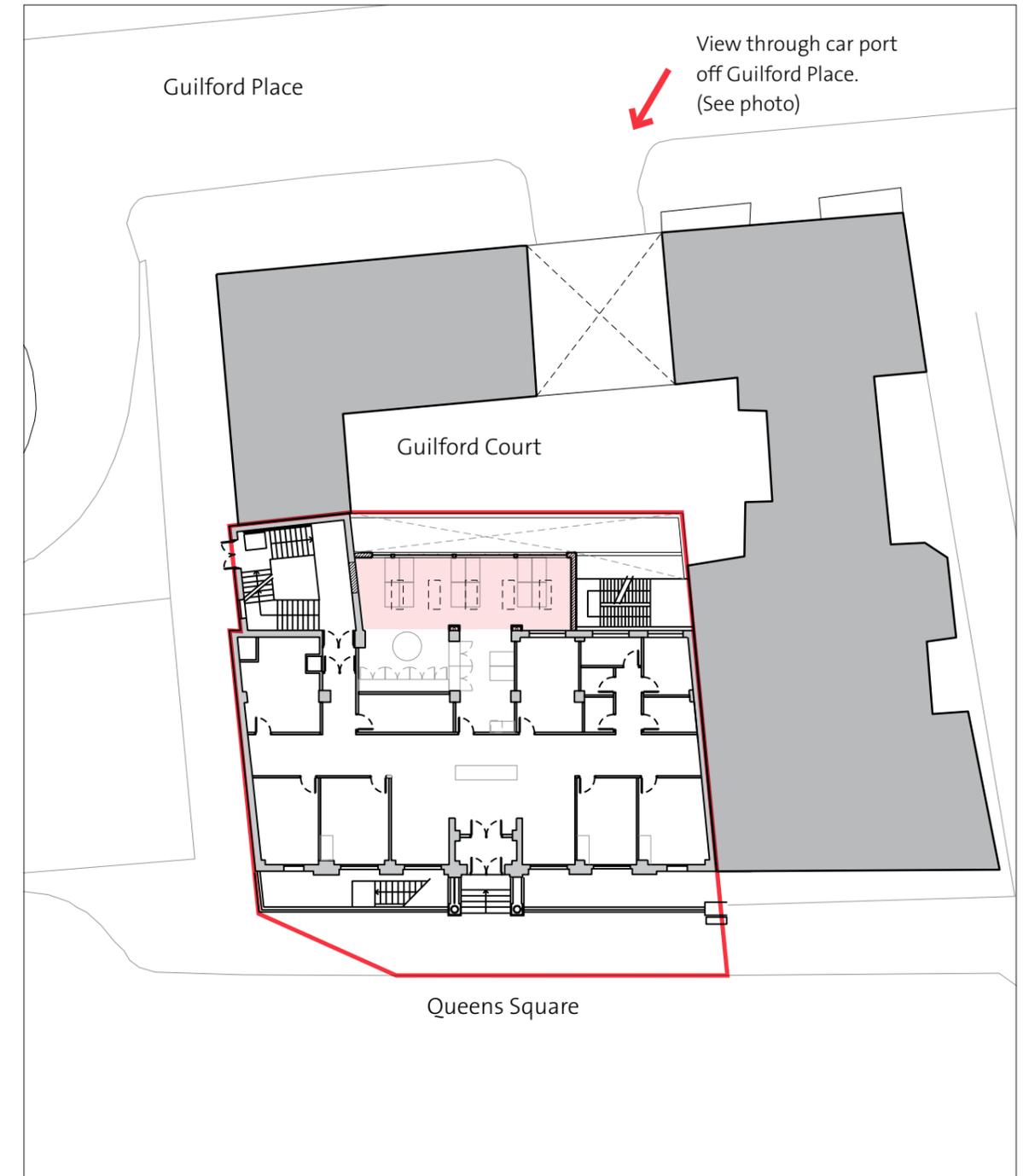
The extension will overlook the existing Guilford courtyard at Ground level only and the existing fencing will remain between the properties.

The extension is only visible from street level via Guilford Street through the car port access.

There is no or if any, very minimal impact on the neighbouring properties.



View through car port off Guilford Place.



View through car port off Guilford Place. (See photo)

**Ground Floor Plan**  
NTS

— Site Boundary

— Area of Extension



# 7.0 Conclusion

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We consider that the application proposals are in compliance with the aims and objectives of the Local Authority Planning Policy and Planning Guidance, and trust that planning consent will be granted accordingly.

**Llewelyn Davies**

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