

Date: 08/11/2016
Our ref: 2016/5154/PRE
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www.camden.gov.uk/planning

Dear Mr MacRae,

Re: Raising roof of dwelling, and associated alterations – 31 Grove Place, London, NW3 1JS

Thank you for submitting a pre-planning application enquiry which was received on 20th September 2016 together with the required fee of £420.

The applicant wishes to receive the Council's view on the proposed erection of an additional storey at 104 Camden Mews, London, NW1 9AG.

1. Drawings and documents

1.1 The following documentation was submitted in support of the pre-application request:

- Cover Letter prepared by Richard MacRae on behalf of EDRM dated 20th September 2016; and
- Pre-application Supporting Information prepared by EDRM dated 20th September 2016.

2. Proposal

2.1 The applicant seeks pre-application advice on the following proposals for the site:

- Raising the roof to create a usable attic area:
 - Roof would be raised by 750mm using painted brick to match existing;
 - Slightly lower the first floor ceilings;
 - New timber sash windows to replace existing – and to full height by replacing timber top panels (as per original height);
 - Replace existing modern tiles with clay tiles;
 - Installation of low profile rooflights – various options put forward.
- Creation of new openings:
 - To rear elevation facing Well Road;
 - Replacement of existing garage door and reinstate windows as per original construction – utilising existing brick arches;
 - Potential creation openings of brick set back detail within 2no. gables;

- Creation of new entrance from existing window on return of the gable to Grove Place;
- Creation of a new window from existing front door – removal of concrete canopy;
- Creation of a new window opening at first floor level (above existing entrance door);
- Erection of a Garden room/studio to very southern point of the plot
- Car port/canopy – not included in proposals however discussed on site, to install a canopy over existing car parking space to southern section of the site
- Replacement of all existing aluminium windows with timber sashes.

3. Site description

- 3.1 The site is located on the south-eastern side of Camden Mews. Historically, development first appears on the 1893 OS map and shows the Elizabeth Memorial Hall which was built to serve Christ Church Hill whilst the application site appears as it currently exists adjacent to Well Road.
- 3.2 No.31 Grove Place has seen very little change since the 1970s and now serves as one residential unit over two floors. It contains aluminium windows, presumably from the 1970s, which do not fill the openings and have timber boarding to the top sections. The building requires a level of upgrading including removal of the unsympathetic additions and attending to damp/water ingress.
- 3.3 The site lies within the Hampstead Conservation Area and the Hampstead Conservation Area Statement identifies ‘1-31 Grove Place’ as buildings which make a positive contribution to its character and appearance.

4. Relevant planning history

- 4.1 The following planning history is relevant to this site:

Bickersteth Memorial Hall, Grove Place, Camden (prior to site being known as 31 Grove Place)

3406 – The erection of a three-storey block to comprise six three-roomed flats with garages on the site of the Bickersteth Memorial Hall, Grove Place, Camden – **Refused 18/05/1967.**

3796 – The redevelopment of the site known as Bickersteth Memorial Hall, Grove Place, Camden by the erection of two 3-storey blocks for residential purposes with car parking under – **Granted 10/08/1967.**

5. Relevant policies and guidance

- 5.1 The relevant policies that would apply to this proposal are taken from the London Borough of Camden Local Development Framework (Core Strategy and Development Policy documents) as adopted on 8th November 2010, The London Plan 2016 and the NPPF 2012. The following policies will be taken into consideration:

**National Planning Policy Framework 2012
London Plan March 2016**

LDF Core Strategy and Development Policies

CS5 – Managing the impact of growth and development

CS14 – Promoting high quality places and conserving our heritage

DP24 – Securing high quality design

DP25 – Conserving Camden’s heritage

DP26 – Managing the impact of development on occupiers and neighbours

Camden Planning Guidance 2015: CPG1 Design

Camden Planning Guidance 2013: CPG6 Amenity, CPG7: Transport

Hampstead Conservation Area Statement (October 2002)

6. Assessment

6.1 The main issues to consider in this case are as follows:

- Design and heritage;
- Impact on the amenity of adjoining occupiers;
- Planning Obligations.

Design and heritage

6.2 Policy DP24 (Securing high quality design) requires that all developments, including alterations and extensions to existing buildings will be expected to consider:

a) the character, setting, context and the form and scale of neighbouring buildings;

b) the character and proportions of the existing building, where alterations and extensions are proposed.

6.3 Further to this, and with particular respect to conservation areas, policy DP25 states that the council will only permit development within conservation areas that preserves and enhances the character and appearance of the area.

Roof

6.4 Following a full assessment, discussion and walk around the site, the proposal to raise the roof by 750mm is not considered to significantly harm the character or appearance of the Conservation Area. There are many buildings surrounding this site which are considerably taller than the host building which would result in the change being fairly minimal within the scale of the buildings context. The change in height would only slightly alter the buildings appearance, proportions and overall design and it will bring its height in line with the former hall which sits adjacent to the north. Lowering the first floor ceilings is not considered harmful, and the replacement of modern tiles with more traditional materials and finish is seen as an enhancement. The pediment to the gables should be left to the scale as existing along with the chimney which would help provide reference to the buildings historic

construction and scale. At application stage, further detail and drawings should be submitted to appreciate the eaves and verge detail.

Rooflights

- 6.5 The principle of rooflights are considered acceptable, however there are concerns with the scale and dimensions of those currently proposed. A further assessment and drawings would need to be completed prior to providing further comments with regards to planning issues and impact upon the character and appearance of the Conservation Area. Smaller more traditional style and scale rooflights would be considered acceptable.

New rear window openings

- 6.6 The proposed installation of new openings to the rear of the building would not cause harm to the Hampstead Conservation Area subject to a sympathetic scale, material, detail and proportions.

Alterations to existing windows

- 6.7 The replacement of the aluminium windows with timber sashes and reinstating the openings to full height is seen as acceptable and results in an enhancement of the building. However, it will be important that the replacement sashes should sit within the reveal as per originally constructed. Joinery details should be submitted with the application.

Other alterations

- 6.8 *Brick infill detail to the gables* – Further exploration, assessment of harm and proposals should be brought forward to fully appreciate the proposal to remove the brick infill detail to the gables and replace with glazing. It is currently unclear as to how this will impact on the host building and the wider area.
- 6.9 *Garage door replacement* – There would be no objection to the replacement of the garage door with windows as per the original construction detailing. Evidence and justification as to this alteration will, however, be required at application stage prior to officers accepting this alteration.
- 6.10 *Change of location of entrance door* – Further historic evidence and analysis is required for the change of location of the entrance door. As stated above, a late 1960s plan seems to show the installation of new walls forming an entrance lobby, however, it is not clear whether a door was created at this time in the current location. If it was found to be a later alteration, the reinstatement of the window and creation of a new door to its left would not be considered harmful.
- 6.11 *Replacement window above existing entrance door* – The insertion of a new window opening above the existing entrance door to a similar scale, material and design of others proposed on this elevation is not considered harmful to the Hampstead Conservation Area.
- 6.12 *Erection of an outhouse studio and alterations to boundary fence* – Further information and drawings are required to fully appreciate the impact of a garden

room/studio. For instance the impact of the change from a timber fence, change of height of the boundary, roof detail, removal of trees and new materials on the character and appearance of the Hampstead Conservation Area.

- 6.13 *Alterations to existing car parking arrangement to the south of the site* – No drawings have been supplied but it was discussed on site to introduce a canopy over the existing car parking space to the very bottom corner of the site. There are concerns with this due to its significant change of character and its prominent location/impact on the Hampstead Conservation Area.

Design and heritage conclusions

- 6.14 To conclude there are substantial enhancements and benefits brought forward with this scheme which include the upgrading and reinstatement of traditional materials and details which are all seen to enhance the character and appearance of the Hampstead Conservation Area and the buildings positive contribution. Some elements as set out above should be explored further with additional comment/discussion being provided prior to an application being submitted.

Amenity

- 6.15 Policy DP26 seeks to protect the quality of life of occupiers and neighbours by only granting permission for development that does not cause harm to amenity. Factors to consider, and which are particularly relevant to this case include sunlight, daylight, artificial light levels, visual privacy and overlooking.
- 6.16 The proposal seeks to raise the roof line by 750mm to create additional living space. As part of this, rooflights are proposed as well as two additional windows to the rear elevation at first floor level.
- 6.17 It will be particularly important to demonstrate the relationship between the properties along Well Road and the application site. It was noted on site, that the Well Road properties feature largely glazed rooves raising an issue of privacy of these units as a result of new fenestration to the rear of the application site. As such, it will be important to demonstrate that the impact of the new windows is kept to a minimum. It is considered highly likely that these windows will need to be obscurely glazed to address this issue. As noted above, the proposed rooflights are currently considered overly large which also creates an additional issue of overlooking. As a result, it will be important to demonstrate the opportunity for overlooking is addressed by a new design for this element.
- 6.18 The raising of the roof by 750mm is not considered to significantly impact the levels of daylight to reach into the adjacent properties. As a result it is not considered necessary to submit a daylight/sunlight assessment as part of any future application.

Planning obligations

- 6.19 CPG6 (Amenity) and CPG7 (Transport) require that a Construction Management Plan (CMP) be submitted for development that is likely to give rise to significant noise and other disturbance during construction. Given the lack of on-site space for

machinery, the relatively restricted site access and the potential effect of construction in terms of, inter alia, noise, dust and vibration on nearby residential units, it is considered necessary to require the applicant to enter into a Section 106 legal agreement to secure the provision of a CMP.

- 6.20 A CMP outlines how construction work will be carried out and how this work will be serviced (e.g. delivery of materials, set down and collection of skips etc.), with the objective of minimising traffic disruption and avoiding dangerous situations for pedestrians and other road users.
- 6.21 The summary page of policy DP21 states that '*the Council will expect works affecting Highways to repair any construction damage to transport infrastructure or landscaping and reinstate all affected transport network links and road and footway surfaces following development*'. The footway directly adjacent to the site could be damaged as a direct result of the proposed works. It is highly likely that a financial contribution towards repairing the public highway will be required in this instance. The applicant should be mindful of this when an application is submitted.
- 6.22 In summary, a fully complete CMP and a financial contribution for highway works would all be secured via Section 106 legal agreement.

7. Conclusions

- 7.1 Subject to a number of alterations/additional detail, as noted above, there are substantial enhancements and benefits brought forward with this scheme which are all seen to enhance the character and appearance of the Hampstead Conservation Area and the buildings positive contribution.
- 7.2 The applicant is advised to use these comments to feed into a re-design of certain elements of the proposal. This is to address both design and amenity concerns that have been identified as part of the proposal.

8. Planning application information

- 8.1 In order to ensure your application is valid, the following information will be required to support the planning application:
- Completed and signed planning application forms for Full Planning Permission;
 - An ordnance survey based location plan at 1:1250 scale denoting the application site in red;
 - Floor plans at a scale of 1:50 labelled 'existing' and 'proposed';
 - Roof plans at a scale of 1:50 labelled 'existing' and 'proposed';
 - Elevation drawings at a scale of 1:50 labelled 'existing' and 'proposed';
 - Section drawings at a scale of 1:50 labelled 'existing' and 'proposed';
 - Design and Access Statement;
 - Heritage Statement;
 - The appropriate fee – £172;
 - Please see [supporting information for planning applications](#) for more information.

- 8.2 We are legally required to consult on applications with individuals who may be affected by the proposals. We would notify neighbours by putting up a notice on each of the proposed sites. The Council must allow 21 days from the consultation start date for responses to be received.
- 8.3 This application will be decided under delegated powers. However, if 3 or more objections are received, and/or a local amenity group object, then the application will be referred to Member's Briefing which is held every Monday. However, please note that if substantial demolition is proposed then the application will be referred to Planning Committee if substantial demolition of the building is proposed.

This document represents an initial informal officer view of your proposals based on the information available to us at this stage and would not be binding upon the Council, nor prejudice any future planning application decisions made by the Council.

If you have any queries about the above letter or the attached document please do not hesitate to contact Ian Gracie (0207 974 2507)

Thank you for using Camden's pre-application advice service.

Yours sincerely,

Ian Gracie

Planning Officer
Planning Solutions Team