



Planning Solutions Team
Planning and Regeneration
 Culture & Environment
 Directorate
 London Borough of Camden
 2nd Floor
 5 Pancras Square
 London
 N1C 4AG

Date: 24/08/2016
Our ref: 2016/3862/PRE
Contact: Laura Hazelton
Direct line: 020 7974 1017
Email: laura.hazelton@camden.gov.uk

Phil Chan
 66-68 Margaret Street
 London
 W1W 8SR

www.camden.gov.uk/planning

By email

Dear Mr Chan

Re: 159 - 163 King's Cross Road, WC1X 9BN

Thank you for submitting a pre-planning application enquiry for the above property which was received on 12 July 2016 together with the required fee of £3,600.00.

1. Drawings and documents

Cover letter dated 08/07/2016 and Pre-planning document dated July 2016.

2. Proposal

Redevelopment of the property over ground floor and first floor levels, and proposed second floor set-back to provide additional employment floorspace, Excavation of basement floor level to accommodate additional floor space; Proposed lightwells providing daylight and ventilation to all floors

3. Site description

The application site is located on the Southern side of King's Cross Road, on a "land-locked" site behind a row of 3-storey terraces which front Britannia Street and King's Cross Road. Access onto the site is via a mews opening between Nos.1 and 3 Britannia Street. The site is a keyhole development which opens up to a larger piece of land to the rear. The existing building on site is equivalent to 2 storeys and constructed from yellow stock brick and has a double pitched roof covered by corrugated sheets and glazed roof lights. The site is not visible from the public realm at street level, apart from a pair of black-painted wooden stable doors to the Britannia Street frontage, alluding to the site's former use as a light industrial warehouse.

The site is surrounded by Grade II Listed buildings at Nos. 49-144 Wicklow Street and Nos.1-48 Britannia Street. The site's adjacent terrace group at Nos.3-5 Britannia Street and

Nos.149-163 King's Cross Road have been identified as buildings that make a positive contribution to the wider King's Cross Conservation Area.

4. Relevant planning history

2012/2648/P - the renewal of a Full Planning Application for the 'Change of use and works of conversion of the existing light industrial building (Class B1c) including extension at first and second floor level, to provide 2 x flexible Class B1 units at ground and first floor levels, and 1 x self-contained residential unit (Class C3) at second floor level'. Withdrawn.

2008/2940/P - Change of use and works of conversion of the existing light industrial building (Class B1c) including extension at first and second floor level, to provide 2 x flexible Class B1 units at ground and first floor levels, and 1 x self-contained residential unit (Class C3) at second floor level. Granted 19/05/2009.

2005/4752/P - Change of use of the mezzanine first floor from light industrial use (Class B1) to residential flats (Class C3) to provide 4 no. one bedroom flats including works of conversion comprising the installation of roof windows new windows on the southwest elevation and the formation of a lightwell at first floor level. Refused 11/12/2005.

2004/3498/P - Conversion of mezzanine floor from light industrial (Class B1) to four residential flats (4x1 bed) together with roof extension and associated alterations. Refused 27/10/2004.

2004/5097/P - Retention of existing B1 unit and creation of 4 no. one bedroom flats above. Alterations at roof level including raising the existing roof profile and creation of new windows and rooflights. Refused 04/02/2005.

9100237 - The change of use of the warehouse(B8) to light industrial B1(C) at the rear of No.163 Kings Cross Road the retention of retail (A1) and residential upper floors at No.163 Kings Cross Road two shop units within the A Class Schedule at No.159/161 King's Cross Road and unrestricted B1 use between shops and B1(C) and upper floors of No. 159/161 Kings Cross Road. Approved December 1991.

5. Relevant policies and guidance

[National Planning Policy Framework 2012](#)

[The London Plan March 2016](#)

[LDF Core Strategy](#)

CS1 (Distribution of growth)

CS5 (Managing the impact of growth and development)

CS8 (Promoting a successful and inclusive Camden economy)

CS11 Promoting sustainable and efficient travel

CS13 Tackling climate change through promoting higher environmental standards

CS14 (Promoting high quality places and conserving our heritage)

LDF Development Policies

DP13 Employment sites and premises
 DP16 The transport implications of development
 DP17 Walking, cycling and public transport
 DP22 Promoting sustainable design and construction
 DP24 (Securing high quality design)
 DP25 (Conserving Camden's heritage)
 DP26 (Managing the impact of development on occupiers and neighbours)
 DP27 Basements and lightwells
 DP28 Noise and vibration

Camden Planning Guidance 2011/2015

CPG1 (Design)
 CPG3 (Sustainability)
 CPG4 (Basements and Lightwells)
 CPG5 (Town centres, retail and employment)
 CPG6 (Amenity)
 CPG7 (Transport)
 CPG8 (Planning Obligations)

King's Cross St Pancras Conservation Area Statement (2003)

6. Site Specific constraints

- Kings Cross St Pancras Conservation Area
- Contaminated sites potential
- CIL Charging Zone A
- Central London Area
- Local Flood Risk Zone
- Strategic View Cone
- Subterranean (groundwater) flow
- Slope stability

7. Proposal

The proposal consists of the following:

- The demolition of the existing building
- The change of use of the host building from Class B1c (light industrial business) use to Class B1a (office) use/ D1 (non-residential institution) use.
- Erection of a new 3 storey building.
- Excavation of new basement floor level
- Excavation of new lightwells.

8. Assessment

The main planning considerations would be:

- Demolition of the existing building.
- Land use.
- Design (the impact of the proposal on the character and appearance of the host building and wider Kings Cross St Pancras Conservation Area).
- Amenity (the impact that the proposal may have on the amenity of neighbouring properties in terms of outlook, daylight and privacy).
- The impact of the proposal on the local transport infrastructure.
- Waste storage/collection
- The impact of the basement excavation.
- Sustainability.

9. Demolition of the existing building

There are no public views of the building due to its location within a 'land-locked' site, and the King's Cross St Pancras Conservation Area Statement does not describe it as making a positive contribution to the conservation area.

The building is a typical 19th century warehouse constructed of London stock brick. It is not considered to feature any architectural details of merit or historic interest. The Council would not object to its demolition, subject to its replacement by a building of suitable design and quality which would enhance the character and appearance of the area.

10. Land use

Mixed use

The Council will require a mix of uses within development where appropriate, including a contribution towards the supply of housing, in order to facilitate sustainable development and reduce the need to travel between homes, services and jobs (Policy DP1). In the Central London Area where more than 200 sqm (gross) additional floorspace is provided, we will require up to 50% of all additional floorspace to be housing.

The Council will require any secondary uses to be provided on site. Where inclusion of a secondary use is appropriate for the area and cannot practically be achieved on the site, the Council may accept a contribution to the mix of uses elsewhere in the area, or exceptionally, a payment-in-lieu.

If you do not have a suitable alternative site, a detailed assessment should be submitted demonstrating no other suitable sites within the ward (or adjoining wards) are capable of providing new residential/secondary uses accommodation, typically by way of a change of use. Should it be demonstrated to the Council's satisfaction that suitable residential accommodation/secondary uses cannot be provided on site or that no alternative site is available in the area, we may accept a payment in lieu of provision, directly related in scale and kind to the development proposed.

In this instance, the development would result in an increase in floorspace of 517.1 sqm (to give a total GIA of 936.7 sqm) and would therefore trigger the requirement for residential

floorspace to be provided. Where appropriate, up to 50% of the additional floorspace should be provided for housing.

The pre-application proposal does not include residential floorspace within the development, but includes a secondary use at basement level for flexible B1/D1 use – specifically, a gallery/exhibition space.

Since our pre-app meeting you have provided additional justification as to why the site is considered impractical for on-site housing and confirmed that the applicant would be willing to make payment in-lieu. It is recommended that this information is included within the submission of any future planning application.

These reasons include that fact that there is only one access route into the site (off Britannia Street) which would have to be shared by office users and residential occupants. This may raise issues in terms of everyday access/egress and emergency access. It was therefore felt that the inclusion of a residential unit would be incompatible with the primary business use due to the constrained nature of the site. In addition, the site is closely surrounded by existing residential buildings which may present issues in terms of privacy and overlooking of neighbouring habitable rooms.

Continued business use on site

Development Policy DP13 (Employment sites and premises) states that the Council will retain land and buildings that are suitable for continued business use and will resist a change to non-business use unless:

- a) it can be demonstrated to the Council's satisfaction that a site or building is no longer suitable for its existing business use; and
- b) there is evidence that the possibility of retaining, reusing or redeveloping the site or building for similar or alternative business use has been fully explored over an appropriate period of time.

Where it is proposed to redevelop employment land for another business use, including offices, the Council will seek to retain physical features that will enable the flexible use of the premises for a range of business purposes. The typical design features that enable flexible use are:

- clear and flexible space with few supporting columns;
- adequate floor to ceiling heights;
- wide doors/corridors;
- loading facilities;
- large amounts of natural light;
- availability of a range of unit sizes; and
- space for servicing by/parking of commercial vehicles.

The proposed redevelopment of the site would result in the loss of the existing B1c unit spread over ground and mezzanine floors, and the creation of new offices spread over three floors, with a gallery (D1 use)/office (B1a use) at basement level.

It is acknowledged that the application site is very awkward, with only one access point and residential buildings surrounding. The application building was previously used for the manufacturing of mirrors, but is used solely for storage at present. Due to the existing site constraints, it is unlikely that continued light industrial use would be appropriate, and the change of use to offices is therefore considered acceptable.

The proposed arrangement seems to offer an acceptable level of flexibility to provide for a variety of potential business users, and could be converted back to light industrial use in the future if necessary. All floors, including the new basement floor, would benefit from generous floor to ceiling heights, and the proposal allows for a generous sized internal goods lift and wide doors with level access at ground floor level.

The development would provide new office spaces of different sizes which benefit from access to outside amenity spaces. Each office would be provided with an acceptable level of natural daylight/sunlight, and it is considered that the development would produce a good standard of office accommodation. The existing mezzanine floor level is restricted in size and on balance, the proposed redevelopment is considered to improve the quality of business floorspace and improve the long term viability of the unit.

Provision of D1 floorspace

In addition to office floorspace, the proposal would introduce flexible B1a/D1 floorspace at basement level, specifically, as a gallery/exhibition space.

The provision of a gallery as a secondary use of the site is considered acceptable provided it didn't result in an overall loss of B1 floorspace and there were no negative impacts on neighbouring amenity or the local transport network.

11. Design

The Council's design policies are aimed at achieving the highest standard of design in all developments, including where alterations and extensions to existing buildings are proposed. The following considerations contained within policies CS5, CS14 of the Core Strategy and policies DP24, DP25 and DP26 of the Development Policies Document are relevant to the application: development should consider the principle of the extension, the impacts of the development on the character, setting, context and the form and scale of neighbouring buildings, and the residential amenity impacts of the proposals.

Camden's Development Policies Document is supplemented by planning documents providing further detailed guidance, including CPG1 (Design), CPG4 (Basements and Lightwells) and CPG6 (Amenity), as well as the Kings Cross St Pancras Conservation Area Statement.

Height, scale and massing

The proposals comprise a three-storey development, to replace the existing two storey warehouse building. The additional storey will not be visible from the surrounding streets.

The overall height of the proposed development is comparable to the previously approved scheme, with the exception of additional height at first floor level close to the rear of 155-155-157 Kings Cross Road (not included in the previous site boundary). There is a slight increase in scale and massing when compared to the previously approved scheme, as a result of the additional first floor massing to the eastern end of the site, as well as some additional massing at second floor level.

The additional massing will need to be carefully tested, to ensure that the proposed development does not have an adverse impact on the visual amenity of neighbouring occupiers, and that the development will have a comfortable relationship with the massing of the surrounding buildings.

Design

The proposed design approach is considered to be of a high quality, and represents an intelligent response to a very constrained site. The proposed layout, with the internal courtyard is considered to be an efficient way to provide access to individual units, while maximising light provision. The saw-tooth roof design is a distinctive feature, which will also incorporate vertical glazing to provide natural light to the office space. It is noted that the proposed development incorporates a large amount of glazed areas, to provide natural light within the building. As discussed on site, the use of louvres to mitigate overlooking issues is welcomed.

Limited details have been provided about the proposed materials, however it was discussed on site that brick is proposed to be the main building material, as a contextual response to the existing surroundings, which is welcomed. The use of steel framing for glazed areas could also be a way of referencing the site's former light-industrial use and character.

The provision of green roofs and landscaping on flat-roofed areas is welcomed; however the suitability of terrace locations / screening options will need to be tested to ensure that the terraces don't have an adverse impact in terms of amenity.

The proposed retention of the timber entrance doors to the site from Britannia Street is welcomed, maintaining a reference to the site's historic light industrial use.

12. Amenity

Policy CS5 seeks to protect the amenity of Camden's residents by ensuring the impact of development is fully considered. Policy DP26 supports this, by seeking to ensure that development protects the quality of life of occupiers and neighbours by only granting permission to development that would not harm the amenity of neighbouring residents. This includes privacy/overlooking, outlook and impact on daylight and sunlight.

Daylight/Sunlight

Although full details have not been provided, the pre-application document states that the proposals would satisfy the BRE guidelines in terms of sunlight and daylight levels reaching Derby Lodge to the south west. The council would also expect the full report to demonstrate that the development did not result in a discernable decrease in daylight levels to the rear windows of properties along Kings Cross Road and Britannia Street.

Outlook

Although the proposal includes the erection of an additional storey, and consequently a larger visual addition than what currently exists, the new storey would be set back away from the boundary with the closest residential property, Derby Lodge. This would help to limit the impact on neighbouring outlook, and it is not considered to increase their sense of enclosure or unduly impact on their outlook. The inclusion of planted terraces (and possibly green roofs) would help to soften the impact of the development.

Overlooking

BRE guidelines and Camden Planning Guidance recommends distances of at least 18m between directly overlooking neighbouring windows. Although it is acknowledged that this is often unachievable in a central urban location, Policy DP26 still requires measures to be taken to ensure that the privacy of residential occupants is maintained. The host building would feature windows facing residential windows to the rear of properties along Kings Cross Road, Britannia Street and Wicklow Street. Although the windows include full length louvres which would limit overlooking between the buildings, it is advised that extra consideration is given to the protection of neighbouring privacy when the outdoor terraces are in use.

The terrace to the rear of 155/157 Kings Cross Road is of particular concern as it is located immediately adjacent to the rear closet wing windows of these properties. Since the initial pre-app document was submitted, revised drawings have been provided which decreased the depth of the terrace and included a green roof beyond to increase the distance between the terrace and neighbouring windows. In addition, the proposal includes the installation of a cedar privacy screen. Please note that we recommend privacy screens are a height of 1.8m. This is considered an acceptable solution, provided it is demonstrated that it would not cause harm to the amenity of the nearby residents in terms of a loss of outlook or daylight.

13. Transport

Development Policy DP18 (Paragraphs 18.12 and 18.13) requires development to provide cycle parking facilities in accordance with the minimum requirements of our cycle parking standards and in accordance with the minimum requirements of the London Plan.

Cycle parking provision should be provided with convenient access to street level and must be secure and easy for everyone to use. In order to meet London Plan's minimum cycle parking requirement, the development must provide 1 long stay space per 90sqm and 1

short stay space per 500sqm. Therefore 10 long stay spaces and 2 short stay spaces would be required.

The submitted drawings show 16 cycle parking spaces which benefit from step free access, close to the main entrance. This which would be acceptable, provided their detailed design met Camden's parking standards (see CPG7 – Transport). The Council recommends Sheffield style stands or Josta two-tier cycle parking as opposed to vertical parking systems which are not easily accessible.

14. Refuse collection/bin store

All new developments are required to provide adequate facilities for recycling and the storage and disposal of waste in accordance with Core Strategy policy CS18 and CPG1.

CPG1 advises that when planning for waste recycling and storage, developments should ensure they accommodate:

- adequate space (designed) for the storage of recyclables and waste;
- safe location - accessible for all users and collectors and minimise nuisance to occupiers and neighbours (and their amenity space) e.g. noise, obstruction, odours, pests, etc.;
- recycling and refuse collection for any waste contractor (and allow for reasonable changes to collection services in the future);
- containers should have designated storage areas; and
- sensitively designed/located, especially in conservation areas/or listed buildings.

Occupiers of commercial premises are legally obliged to make an arrangement with either the Council or a licensed waste carrier for the collection of the waste produced from the premises.

The volume of waste generated and thus the number and type of containers that a commercial development requires is ultimately dependent on the use of the building. Further information can be found on the Council's website: <http://camden.gov.uk/ccm/content/environment/waste-and-recycling/commercial-waste/duty-of-care.en>

External storage must be provided in most cases. As a guide, approximately one cubic metre storage space is required for every 300-500sq m of commercial space (includes both recyclable and non-recyclable waste). Storage space must be designed to accommodate bins to hold this amount of waste, separated, and should be designed in consultation with the waste collection contractor.

A dedicated refuse store is shown on the basement floor for 8 wheelie bins, accessed via DDA lift. The Council's Environmental Health Officer has assessed the proposals and although the storage area in the basement looks acceptable, the following concerns were raised:

- The only lift is for DDA as well so there may be a conflict in use.

- The lift does not look very big so could be time consuming moving the bins.
- What happens if the lift breaks down – what would the alternative arrangements be?
- Will it be acceptable to have bins pulled through the reception area?
- Will there be personnel who will present and return bins before and after collection?

These issues would need to be addressed in any future planning application. It may be worthwhile including a separate lift for the movement of waste. A statement providing further details regarding the waste collection strategy would also need to be provided.

15. Basement

The development includes the excavation of a single storey basement extension. It would have a footprint of approximately 315.7sqm and the pre-application drawings suggest it would measure approximately 4.5m deep.

Policy DP27 (Basements and Lightwells) provides guidance on basement proposals and states that:

- a basement development that does not extend beyond the footprint of the original building and is no deeper than one full storey below ground level (approximately 3 metres in depth) is often the most appropriate way to extend a building below ground;
- sufficient margins should be left between the site boundaries and any basement construction to sustain growth of vegetation and trees (paragraph 27.9).

Camden Planning Guidance CPG4 also provides detailed guidance on basements and lightwells.

In determining proposals for basement and other underground development, the Council will require an assessment of the scheme's impact on drainage, flooding, groundwater conditions and structural stability, where appropriate. The Council will only permit basement and other underground development that does not cause harm to the built and natural environment and local amenity, and does not result in flooding or ground instability.

Given the site's location in an area with a number of underground development constraints (local flood risk zone, groundwater flow, and slope stability), you are advised to submit a comprehensive and accurate Basement Impact Assessment demonstrating no significant harm to the application site, neighbouring sites or those surrounding.

The BIA will include the following stages:

- Stage 1 - Screening;
- Stage 2 - Scoping;
- Stage 3 - Site investigation and study;
- Stage 4 - Impact assessment; and
- Stage 5 - Review and decision making.

Further detail on BIAs can be found in Camden Planning Guidance 2013 (CPG4 Basements). At each stage in the process the person(s) undertaking the BIA process should hold qualifications relevant to the matters being considered. The Council will only accept the qualifications set out in paragraph 2.11 of CPG4.

Independent verification of Basement Impact Assessments, funded by the applicant, is now also required (since CPG4 was updated in September 2013) in the following situations:

- Where a scheme requires applicants to proceed beyond the Screening stage of the Basement Impact Assessment (i.e. where a matter of concern has been identified which requires the preparation of a full Basement Impact Assessment);
- Where the proposed basement development is located within an area of concern regarding slope stability, surface water or groundwater flow; or
- For any other basement applications where the Council feels that independent verification would be appropriate (e.g. where conflicting evidence is provided in response to a proposal).

A full scoping study is required as part of any application, identifying the potential impacts for each of the matters of concern.

Please note that the Council's preferred provider for the audit service is Campbell Reith. When an audit is required, Campbell Reith charge a fixed fee dependant on the category of basement audit, outlined in [appendix A](#) of Camden's BIA audit service terms of reference.

It is likely that the BIA will need to proceed beyond the scoping stage due to the underground development constraints identified previously and because the application site is surrounded by a number of listed buildings.

The proposed basement would be within the existing footprint which is considered the most appropriate in this situation, particularly as the site is closely bordered by a number of Listed Buildings. The basement would be fairly deep at 4.5m, and the Council would therefore need to be satisfied that the excavation would maintain the structural stability of the building and neighbouring properties; avoid adversely affecting drainage and runoff or causing other damage to the water environment; and avoid cumulative impact upon structural stability or water environment in the local area.

Construction Management Plan

It is important that effective measures are taken during demolition and construction works to ensure that damage is not caused to the host building, neighbouring buildings or the surrounding highways.

The Council will generally require a construction management plan for basement developments to manage and mitigate the greater construction impacts of these schemes. Construction management plans will be required for schemes on constrained sites, in conservation areas, on sites adjacent to a listed building, or in other areas depending on the scale of the development and the conditions of the site.

The main highways issue in this case is the potential impact of construction / delivery vehicles associated with the basement excavation on the local highway network due to the

limited access to the site. A draft Construction Management Plan (CMP) would be required to be submitted with any application setting out how construction matters would be dealt with, for example deliveries, how material will be stored and construction waste removed from site etc.

A draft (based on the Camden pro-forma found online) should be submitted with the application, with the full CMP to be secured via S106 legal agreement. Chapter 4 of CPG4 (Basements and lightwells) provides more information.

It should be noted that in February 2016, Camden's Cabinet agreed to the introduction of a £60/hour formal charge to support the review and approval of submitted draft Construction Management Plans (CMPs) and verification of the operation of approved CMPs, to be secured as part of Section 106 agreements. The £60 hourly rate will allow the Council to set charges that address the specific impacts and issues of each development scheme.

However, indicative standard charges per development type are set out below to provide an indication of the levels of charges that can be expected:

Construction/ Demolition Management Plans: Implementation Support Contribution: indicative charging rates	
Small/ less complex (0-10 homes/ 0-1999sqm other uses)	£1,140
Medium size and complexity (10-50 homes, 2000-4999sqm other uses)	£3,240
Major and complex applications (50-499 homes/ 5,000-9,999sqm other uses)**	£7,620

The CMP Implementation Support Contribution will be used to fund the specific technical inputs and sign off that are required to ensure that the obligation is complied with and ensure that the planning objectives we are seeking to secure are actually achieved.

Lightwells

CPG7 provides detailed design guidance regarding the excavation of lightwells. However, the guidance isn't necessarily relevant in this instance due to the nature of the application site. The proposal includes two lightwells serving the basement floor. They are likely to be acceptable in this location provided they do not raise issues in terms of overlooking or light overspill, particularly the lightwell to the rear of 3 Britannia Street.

16. Sustainability

Developments involving 500sqm or more increase in gross internal floor area (GIA) are required to submit an energy and sustainability statement. The energy statement must demonstrate how carbon dioxide emissions will be reduced in line with the energy hierarchy (Be Lean, Be Clean, Be Green). The statement should address sustainable development principles, including how these principles have contributed to reductions in carbon dioxide emissions (more advice is provided at paragraphs 2.6 to 2.10 of CPG3 (Sustainability), including what to include in your energy statement.

Currently, the Council expects a 35% reduction in carbon dioxide emissions below Part L 2013 Building Regulations – any remaining that can't be met on-site can be offset through

a financial contribution to secure delivery of carbon dioxide savings in the borough. The contribution is £2,700 per tonne (over 30 years).

The sustainability statement must demonstrate how the development mitigates against the causes of climate change and adapts to climate change (please see chapter 9 of CPG3), and the development will need to be designed in line with BREEAM. Policy DP22 (Promoting sustainable design and construction) encourages development to achieve the minimum rating of 'excellent' and the following minimum standards: energy 60%, water 60%, and materials 40%.

The Council will also require a site-specific flood risk assessment with applications for basements on streets identified as being at risk from surface water flooding, unless it can be demonstrated that the scale of the scheme is such that there is no, or minimal, impact on drainage conditions.

17. Planning obligations

Highways contributions

It is likely that highways contributions will be required to be secured via S106, to cover the cost of any public highways repairs necessary as a consequence of the proposed works.

18. CIL

This proposal will be liable for the Mayor of London's Community Infrastructure Levy (CIL) as the additional floorspace exceeds 100sqm or one unit of residential accommodation. The current rates are £500/sqm for Camden CIL, and £50/sqm for Mayoral CIL. This would be collected by Camden after the scheme is implemented and could be subject to surcharges for failure to assume liability, submit a commencement notice and late payment, and subject to indexation in line with the construction costs index.

19. Conclusion

Provided thorough and robust justification is provided as to why residential use would not be practical on site; and it is demonstrated that there would be no harm to neighbouring amenity, it is likely that the application would be supported at application stage.

20. Planning application information

If you submit a planning application which addresses the outstanding issue detailed in this report satisfactorily, I would advise you to submit the following for a valid planning application:

- Completed form – full planning and demolition in a conservation area
- 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'
- Demolition drawings at a scale of 1:50 showing the location and extent of demolition work
- Design and access statement
- Basement Impact Assessment
- Construction Management Plan Pro Forma
- Daylight and Sunlight Assessment
- Energy and sustainability statement
- Noise impact assessment (if the proposal includes external air conditioning units or plant)
- Waste storage and collection statement
- The appropriate fee
- Please see [supporting information for planning applications](#) for more information.

We are legally required to consult on applications with individuals who may be affected by the proposals. We would notify neighbours by letter, put up a notice on or near the site and, advertise in a local newspaper. The Council must allow 21 days from the consultation start date for responses to be received.

It is likely that that a proposal of this size would be determined by Development Control Committee as it would be a minor development that would result in the creation of more than 500 sqm of non-residential floorspace.

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 Laura Hazelton on 0207 974 1017.

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

Yours sincerely,

Laura Hazelton

Planning Officer
Planning Solutions Team