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**Date: 12/12/2017**  
**Our ref: 2017/4904/PRE**  
**Contact: Samir Benmbarek**  
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Mr David Walker  
 BDG  
 East Studio Riverside Walk  
 Sea Containers  
 18 Upper Ground  
 London  
 SE1 9PD  
*By email*

Dear Mr Walker

**Re: Mulberry House School, Minster Road, London, NW2 3SD**

Thank you for submitting a pre-planning application enquiry for the above property which was received on 05 September 2017 together with the required fee of £974.00.

**1. Drawings and documents**

Pre-Application Document by BDG (Version2)

**2. Proposal**

Erection of two storey annex building on the northern elevation along Minster Road to the existing school to provide an additional 75sqm (approx.) of educational space (Class D1)

**3. Site description**

The site is a school development that comprises the original 1960s two-storey building located on the corner of Shoot-Up Hill and Minster Road. In 2015, planning permission was granted for the school to be extended by two storeys, which incorporated further teaching space and a playground at fourth floor level to mitigate the loss of the playground space at ground floor level. This was implemented during 2016. Also at ground floor level there are two shed-type buildings of which 1x is used as a storage shed and 1x is used a staff room.

The school is located on the junction of the eastern side of Shoot-Up Hill and the southern side of Minster Road. The site is not listed, nor is it located within conservation area. The site adjoins the borough boundary between the London Borough of Camden and the London Borough of Brent. The site also lies within the geographical area of the Fortune Green and West Hampstead Neighbourhood Forum.

The mix of uses around the application site are predominately residential. Shoot-Up Hill which acts as the borough boundary is a main thoroughfare through North-West London.

**4. Relevant planning history**

**2015/5184/P-** Planning permission for the erection of a second floor extension to existing school and part covered roof playground, including a new external staircase and lift to the rear. **Granted 20 November 2017**

## 5. Relevant policies and guidance

### [National Planning Policy Framework 2012](#)

### [The London Plan March 2016](#)

### [Camden Local Plan 2017](#)

G1- Delivery and location of growth  
 C2 Community facilities  
 A1- Managing the impact of development  
 A4- Noise and vibration  
 D1- Design  
 T3- Transport infrastructure  
 T4- Sustainable movement of goods and materials  
 DM1- Delivery and Monitoring

### [Camden Planning Guidance 2011/2013](#)

CPG1 (Design)  
 CPG6 (Amenity)  
 CPG7 (Transport)  
 CPG8 (Planning Obligations)

### [Fortune Green and West Hampstead Neighbourhood Plan 2015](#)

## 6. Introduction

This written response is based on the drawing submitted in the “Drawings and Documents”. This is general and informal planning officer response to the proposal and development in relation to the submitted drawings and documentation following a pre-application meeting on Tuesday 13 June 2017 and Wednesday 12 June 2017. Should the pre-application scheme be altered, some of the advice given may become redundant as a result of this. The advice may not be considered relevant if adopted planning policies at national, regional or local level are changed or amended. Other factors such as case-law and subsequent planning permission may affect this advice.

## 7. Assessment of Proposed Annex Building

In consideration of Camden Planning Guidance 1 (Design), developments in open spaces should:

- Ensure the siting scale and design of the proposed development has a minimal visual impact;
- Ensure building heights retain visibility over boundary walls;
- Use materials that complement the host property and the overall character of the surrounding area.

The Fortune Green and West Hampstead Neighbourhood Plan states that all development should be of high quality design that positively interfaces with the street and landscape in which it is located with new development being sensitive to the character of the area.

In review of the above guidance and the submitted documents and further review by the Council’s Internal Design Review Panel, the proposed annex building is considered

acceptable in principle subject to some recommendations on the design as discussed below.

The existing staff room storage facility would be demolished within the playground to accommodate the proposed annex building. There would be a net loss of approximately 5.0sqm of the playground as a result of the proposal. This is considered to be acceptable in this instance due to considerable proportion of playground space retained at ground floor level as well as the playground space that is incorporated at the fourth floor level (as a result of the most recent development). A staff room storage facility would be incorporated within the building and so these spaces will not be lost as a result of the proposal (although the existing structures are to be demolished).

The proposed annex building is considered to be appropriate in its scale and height and is considered to be secondary to the existing school building and the recent development above. Although read as one whole (extended building), the original school building and the recent development are structurally two different developments. Therefore, the proposed annex building does not appear to compete with the main development, which is further demonstrated by its siting along the elevation of Minster Road, whereas the existing development(s) are viewed from both Minster Road and Shoot-Up Hill. It is also considered that the scale and height of the annex building does not compete with the three-storey residential buildings of Minster Road that are also set back from the junction of Shoot-Up Hill and Minster Road.

The annex building would be constructed of stock brick at ground floor level (to include rebuilding the boundary wall along Minster Road) and the first floor level being constructed using Corian (solid surface exterior cladding), low iron glass channels with translucent finishes at first floor level (along the northern elevation) in a scalloped form. At the playground elevation, full height double glazing would be used. At roof level, a glazed strip is to be featured in the design and that would wind down the curved eastern elevation with slatted timber louvres. The upper floor would be assembled off-site in a 'pod'-like structure and transported to the site to be positioned over the brick ground floor level structure.

A brick plinth is formed where the curve adjoins the brick structure. Along the rebuilt boundary wall (northern elevation), the initials of the school ('MSH') would be projected.

In general, the differing choice in materials is supported by the Council by virtue of the variety of materials used in the existing development, which included the use of glass and perforated iron, which contrasts with the original red brick school building. Furthermore, the use of creative and different choices of materials is supported in this primary school. In addition, as explained in the paragraph above the residential buildings of Minster Road are set back and this is where it is considered the typical residential character of the street begins where the proposal would not encroach on that character. The use of Corian and channelled glass is welcomed by the Council.

The façade that faces Minster Road is considered in its current form to be inactive although its scalloped form was highly appreciated. A possible solution to address this is to introduce scalloped timber with randomly placed panes of scalloped glass along the elevation (a suggestion is 1x to service the office, 2x to service the staffroom and 1x to service the stair core).

The proposed long rooflight with the timber slat brises was considered to be an inappropriate feature of the annex building. It is recommended to introduce a soleil for the strip or a series of rooflights to give the proposed building a more sleek finish. The plinth at the east of the building is also recommended to be redesigned for a more finished

appearance as well as the lettering on the wall to be in brick and set into the existing perimeter wall.

It may be worth considering swapping the cleaners cupboard and medical rooms. The medical room would gain access to light by reason of the glazed elevation at the southern elevation of the building at ground floor level which would provide outlook over the playground and improve amenity. Overall, the design and form of the proposed annex building is supported by the Council.

## **8. Adjacent Residential Amenity**

Policy A1 of Camden's Local Plan seeks to ensure that the amenity of neighbouring properties is protected. It states that planning permission will not be granted for development that causes harm to the amenity of occupiers and neighbours in terms of loss of daylight, sunlight, outlook and privacy.

### *Privacy, Outlook and Sense of Enclosure*

It is considered that the proposal would harm the amenity of neighbouring occupiers in terms of overlooking and privacy. The annex building would be located further forward than the front elevation of the neighbouring residential buildings along the southern side of Minster Road with the proposed long rooflight overlooking onto the street and front gardens of the Minster Road properties which are already established public views. It is also considered the proposal would not lead to overlooking into the side windows at ground floor level of No. 1 Minster Road due to the existing boundary (which is measured at 3m in height) wall and angles. The proposal would not result in any further overlooking to any of the surrounding residential properties.

It is considered that the proposal would not result in a loss of outlook to the neighbouring residential properties as the ground floor side windows of No. 1 Minster Road are looking onto an existing boundary wall at ground floor. The upper floor windows of this property are positioned higher than the proposal and are at a sufficient distance (approximately 6.5m). Additionally, there are no residential buildings directly opposite the proposal along Minster Road. It is further considered that the proposal would not create a sense of enclosure to the adjoining residential building for the same reasons.

### *Loss of Daylight/Sunlight*

It is considered that the proposal would not cause an adverse impact to the levels of daylight experienced by the occupiers of the neighbouring residential buildings surrounding the school site. The closest windows (located approximately 6.5m away), which are the ground floor side windows of No. 1 Minster Road, may experience negligible loss of sunlight, as the proposal would be located to the north-west of the concerned windows. However, there is the existing boundary wall and alleyway between these windows and the development so any further impact would be minimal.

## **9. Transport**

Camden Local Plan policy A1 states that the Council 'will resist development that fails to adequately assess and address transport impacts affecting communities, occupiers, neighbours and the existing transport network; and will require mitigation measures where necessary'. This includes repairs or improvements to the highway where it is considered that the development would cause damage to the public highway as a result of its construction. A S106 agreement may be required for repaving any footways around the site, as these may be damaged during the construction of the proposed development.

Construction works and construction vehicle movements have the potential to disrupt the day to day functioning of the surrounding highway network for an extended period and will

need to be carefully managed to ensure disruption is kept to a minimum. In this instance, it is considered that a Construction Management Plan is not required. However, the installation of the first floor pod will need to be detailed with diagrams/detailed plans how the first floor level will be positioned on site if it is to be transported in its entirety. A supporting statement detailing the assembling of the first floor level to the ground floor structure would also be beneficial. This is to assess the temporary transport and highways impacts during the time of its assembling to ensure local traffic conditions are not affected in line with Policy A1 and T4 of the Camden Local Plan.

## 10. Conclusion

In conclusion, the proposed annex building is considered appropriate in principle and the Council generally supports the choice of materials used. However, it is recommended to follow the minor suggestions as detailed in section 7 (Design) for an improved design. It is considered that the proposed annex building would not result in any adverse residential amenity impacts to nearby occupiers. Drawings and a statement detailing the assembling of the first floor level of the annex on site is also required to assess the application. The scheme is likely to be subject to a S106 agreement for a highways contribution to mitigate any damage that may be caused to the highway during construction works.

## 11. Planning application information

8.1 If you submit a planning application which addresses the outstanding issue detailed in this report satisfactorily, you are advised to submit the following for a valid planning application:

- Completed form – 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'
- Drawings and statement detailing the assembling of the first floor of the annex building (if appropriate)
- Design and access statement
- Sample photographs/manufacturer details of proposed materials
- The appropriate fee £385.00
- 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 put up multiple site notices on or near the site and the Council must allow 21 days from the consultation start date for responses to be received.

8.3 It is likely that a proposal of this size would be determined under delegated powers, however, if more than 3 objections from neighbours or an objection from a local amenity group is received the application will be referred to the Members Briefing Panel should it be recommended for approval by officers. For more details click [here](#).

**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 Samir Benmbarek on 0207 974 2534.

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

Yours sincerely,

**Samir Benmbarek**

Planning Officer  
Planning Solutions Team