



## Flat A, 1 New Square, Lincoln's Inn

Internal alterations, replacement windows and rooflights.

DESIGN AND ACCESS STATEMENT

April 2018

Version E

# Contents

1.00 Introduction

1.01 Proposal

2.00 Existing Flat

3.00 Asbestos Removal

4.00 1970's Fit-out

5.00 Brief

6.00 Design

6.01 Use

6.02 Amount

6.03 Services

6.04 Windows

6.05 Proposed Windows

6.06 Doors

6.07 Re-decoration

6.08 Scale

6.09 Appearance

6.10 Rooflights

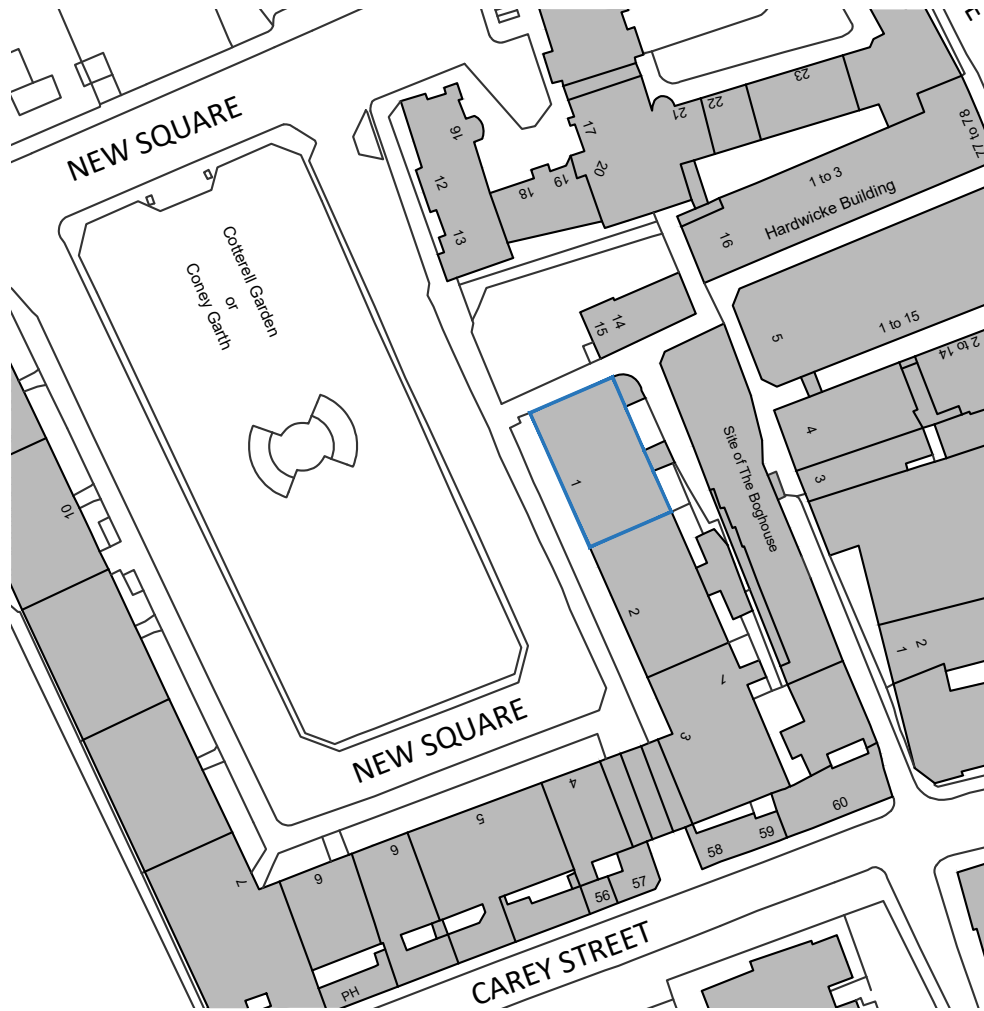
6.11 Materials

6.12 Impact on Neighbouring Properties

7.00 Access

8.00 Pre-application Consultation

9.00 Statement of Justification



Location of no.1 New Square

## 1.00 Introduction

Flat A (the “Flat”) is situated on the 3rd floor of 1 New Square. The Flat is a flying freeholds recently acquired by the applicants. By virtue of the Lincoln’s Inn Act 1860, Lincoln’s Inn and New Square are maintained by the Honourable Society of Lincoln’s Inn (“HSLI”). The Flat is part of 1 New Square. Nos. 1-11 New Square are listed together as a Grade II\* listed building. New Square is situated in part of a Conservation Area known as the Bloomsbury and Holborn Conservation Area (see further the Heritage Statement).

Flat A has been in residential accommodation use since its construction at the end of the seventeenth century. However, in the 1970’s and possibly also at other times, the layout of the Flat has been altered and works carried out which have removed most of any internal features of interest. The Flat has now been unoccupied for several years and is currently in a poor condition. It seems that lack of investment by the previous owner allowed the property to deteriorate.

It the applicants’ intention is to re-plan and refurbish the interior of the Flat. The proposals would enable to the Flat to be occupied. Further, the new layout and high quality refurbishment would allow the Flat to replicate its historic function as a residence of modest grandeur and a place for residential entertainment.

### 1.01 Proposal

Demolition of internal walls (non-load bearing), replacement of existing roof-lights with increased openings. Consequential removal of 1970’s kitchen, bathroom, and other fittings and replacement with high quality kitchen, bathroom, fittings etc. including re-introduction of reclaimed age appropriate fireplace. New internal walls and alteration to one window cill to restore it to original configuration. Replacement of external facing sash windows with energy efficient sash windows. Existing front facade remain unchanged. No extension to the roof is proposed. Existing vehicular access is not affected. The material palette for the new building elements will coincide with existing materials found elsewhere in New Square.

## 2.00 Existing Flat

### Site

As noted above, Flat A is located within 1 New Square, Lincoln's Inn. Eleven buildings are located in New Square, each of which face onto a large green. However for purpose of statutory listing they are listed as one building. All eleven buildings, the green and the access roads are maintained by the Lincoln's Inn Estate, with the exception of some floors within the buildings including the Flat that are separately owned outside of the Inn by virtue of flying freeholds (amounting to approximately one third of New Square).

1 New Square is located to the east of the Square and shares a southern boundary with 2 New Square. 1 New Square consists of 5 floors including the basement, ground floor and first, second and third floors. The Site can be accessed by car via the entrance to Lincoln's Inn on Lincoln's Inn Fields as well as by foot via Carey Street, Chancery Lane and Old Buildings.

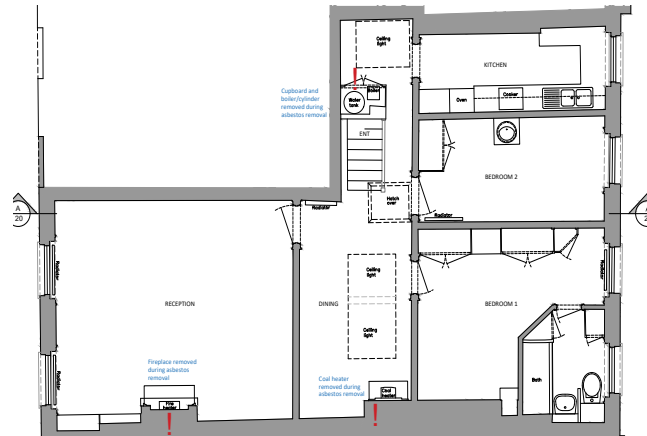
The Flat itself is accessed by entering 1 New Square at ground floor level and making one's way up to the second floor. On the second floor there is a staircase which is separate to the communal staircase. The staircase is situated behind a "front door" to the Flat separating it from the communal staircase and dedicated to accessing the Flat on the 3rd Floor.

### The Flat

The staircase on the second floor up to the Flat leads to a large landing area which is lit by two large roof lights and appears to have previously been used as a dining area.

The Flat contains four rooms that lead off the landing area. The layout appears to have been altered in the 1970's to include an en-suite and thereby possibly sub-dividing the

rooms that initially existed when 1 New Square was first built. The alterations carried in the 1970's detract from the building's appearance and no particular respect for its historic character.



### Existing Third Floor Plan Reception Room

The main reception room is adjacent to the top of the staircase and overlooks the green within New Square. The reception room includes a fireplace, bookshelves and two large timber sliding sash windows.

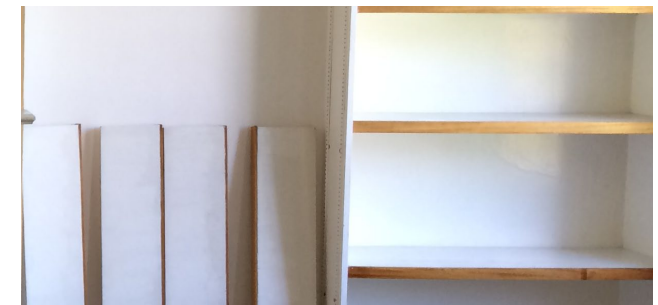
An asbestos survey revealed asbestos lining behind the fireplace. For health and safety reasons this lining has since been removed. The style of the fireplace appliance, gas connection and the asbestos lining indicates that the fireplace is not an original feature of the Flat. The painted bookshelves are also not an original feature of the early 18th century Flat.

A review of the metal brackets that support the shelves indicated that they were a late 20th century addition of no historical interest.

The existing sash windows are in need of repair and proper maintenance. Certain ironmongery on the windows needs to be replaced or re-fixed and the sliding sash window mechanism struggles to operate. The architrave does not fully extend around the window.



Reception Fireplace



Reception Book Shelves

It may be that previously the ceiling has been lowered or else, that the architrave was cut short. The general finishes within the room are worn and beyond repair. Unfortunately, due to the condition of the floor joists under the floor, the floor itself is uneven and the floorboards are loose.

## Bedroom 1

This is the main bedroom that includes the only bathroom within the Flat. The built-in wardrobe is in a good condition, however due to the arrangement and construction it is certain that the wardrobe is not an original feature. The en-suite requires complete replacement.

Whilst the fittings are just still functional, the 1970's bath is stained and unsanitary in appearance. There are major repair works required to waterproof it and ensure that it does not cause any water damage to the Flat itself, or the adjoining office space.



Bedroom 1 En-suite



Bedroom 1 En-suite - Ceiling

## Bedroom 2

The second bedroom has enough space to fit a single bed. The previous occupant(s) had installed a sink and walk-in wardrobe. None of the fittings and fixtures found in this second bedroom are original features of the Flat. They were not high quality and are now in a tired condition.



Bedroom 2 Sink

## Kitchen

The kitchen demonstrates signs of significant wear and in various places such wear cannot even be repaired. The style of decor leads to the assumption that the Flat was last refurbished *circa* 1970's.



Kitchen

The electrical switches and sockets are dated and poorly maintained and are a cause for safety concern and even more so because various switches had been taped by the previous occupant(s). The kitchen units are broken and beyond repair. The flooring is damaged and heavily worn to the structural floor boards above the joists. There are also signs of water damage from spillages. The remainders of the appliances are just barely functional but there is no evidence that they have been fully maintained.



Kitchen Switches



Kitchen Floor Finish

### Loft Floor

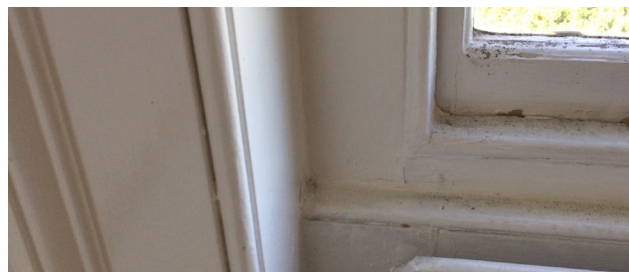
The loft space above is partially boarded and was previously used as storage. The roof structure is currently made up of trusses and cut rafters, leaving plenty of room for storage. The loft space also provides access onto the roof for maintenance through another hatch and has adequate lighting.

### Original Features

As previously stated the Flat was refitted *circa* 1970's, thereby removing most of any original timber decor that may have existed, although this may actually have been removed even before the 1970's. The only remaining original features are the architraves around the windows and the roof trusses. The differing door heights and differing construction of the partitions indicate that not all of the internal walls are original.



Roof Truss



Window, architrave and reveal

The Flat does not contain any internal timber panelling and both fireplaces are no original or of appropriate vintage. There are signs that another fireplace may have existed within Bedroom 1, however this has since been boarded over and any surround removed. The existing Flat no longer resembles the original early 18th century accommodation that once existed.

Most of the offices and flats within Nos. 1-11 of the New Square listed building have undergone significant internal refurbishment works and modernization. New Square is host to a variety of spaces, functions and internal design styles. So far as Flat A itself is concerned, not only is the interior style and layout of the Flat out of keeping with its exterior but its layout of poor design and its fittings of poor quality: added to which, the Flat has not been maintained.

In summary therefore the proposed works would not adversely impact upon the character of the Flat within the New Square listed building. Indeed, the proposals would amount to a significant enhancement. The proposals ensure that key features such as the sash windows and roof are preserved and enhanced. The proposals will also see the re-introduction of an age appropriate period fireplace, whilst also removing detrimental fittings and the layout of the 1970's works. The proposals will make the Flat once again suitable for habitation, its historic use.

### 3.00 Asbestos Removal

Asbestos was removed by Lincoln's Inn from other parts of New Square several years previously as part of a programmed removal but the then owners of the Flat declined.



**Asbestos Lining**

Lincoln's Inn had previously carried out a similar exercise for other properties in New Square. It is understood the previous owners of Flat A refused to participate in that exercise on account of cost. The current owner liaised with Lincoln's Inn and employed the same licenced survey contractor as Lincoln's Inn.

During the inspection of the Flat, potential asbestos lining was discovered within the wall construction of the boiler/cylinder cupboard. The asbestos survey was carried out to check if the material discovered in the boiler/cylinder cupboard tested positive for asbestos.

The asbestos surveyor was also instructed to investigate the entire Flat for any more suspected asbestos material. The results of the survey confirmed that five different areas of the Apartment tested positive for asbestos. The asbestos report specified an approximate 10m<sup>2</sup> of asbestos lining which was rated as low to medium risk.

Works carried out between 1950 and 1998 most likely would have used asbestos until its ban in 1999. The presence of asbestos throughout the Flat reinforces the assessment that very little is left of the original features of special importance within the Flat. Thus, the location of the asbestos within the Flat is another very stronger indicator that the Flat has undergone significant alterations and the internal layout adjusted from its original state.



**Boiler Cupboard**



**Removal of boiler and cylinder prior to asbestos removal.**

## 4.00 1970's Fit-out

The current style and arrangement of the Flat indicates that it had undergone a full redevelopment. The design of the kitchen, fireplace and switches further indicates that the refurbishment was almost certainly carried out in the 1970's. The local planning authority does not have any information pre-dating 1989 on its website concerning the 3rd floor of 1 New Square.

One of the applicants is a member of Lincoln's Inn, and has carried out extensive historical researches within the Inn's library and can find no specific records relating to the flat. The planning application number 89/5498-B/2 suggests that the layout of the Flat was last altered in 1989.

The photographs accompanying this application, clearly demonstrate that the layout, arrangement and interior style of the Flat does not have a historic resemblance to the age of the property. The assumptions of the fit-out have been made from the finishes and appliances that still remain. The kitchen appliances, en-suite, wash basin, gas stove and boiler would not have existed in the 18th century. As with many flats that carry out refurbishment over the years, services and appliances are upgraded. Unfortunately, in this case, the alteration works mean that the majority of the original identity and key features of the Flat have been lost. Only very few the original architectural features that had been retained.

In summary, the Flat was completely redeveloped in the 1970's (or even before) and no longer resembles its original design or layout. It is to be recalled that the New Square is listed as a block.

Whilst no doubt there are internal features elsewhere in the block, particularly in the rooms on the lower floors, which merit the Grade 2 \* listing, it is plain that Flat A lacks the internal features normally associated with a starred listing status.



**Kitchen Oven**

It has no internal feature of any particular historic value. Thus, this opportunity to refurbish the Flat would enable the applicants to reintroduce some historically appropriate features (such as the fireplace) to the Flat.

It would also facilitate the improvement of the soundness and safety of the Flat and also ensure its continuing use for its original historic purpose.



**Kitchen Units and Tiles**

### **The Kitchen**

The kitchen oven is a 1970's model and is only barely functional. It has been in the Flat for approximately 40 years and this raises further questions as to its safety and reliability.



**Kitchen Switches**

The kitchen carcasses are worn out and not in a suitable condition to be retained. The humidity and water ingress from the sink has damaged parts of the carcasses.

As such, it can be concluded with confidence that the kitchen cupboards and appliances do not have any historical merit that is worth retaining and restoring them. The flooring is beyond repair and no longer provides secure protection to the floor structure from water and moisture. It has been recommended that the floor structure is exposed and assessed for any further damage prior to the completion of the proposed development. The thermostat, switches and sockets are another strong indicator that the Flat has undergone an extensive refurbishment in the 1970's and has not since been altered. Taped up switch-ware is of course a cause for real concern and it is recommended that the electrical wiring is assessed.



### The Ensuite

The en-suite is accessed through the bedroom and includes the only toilet and shower within the Flat. The partitions, style of door and architraves do not match the remaining rooms. The partitions forming the bathroom were indicated in the 1989 planning approval but it is unclear when the walls were formed. The en-suite is not original to the property.



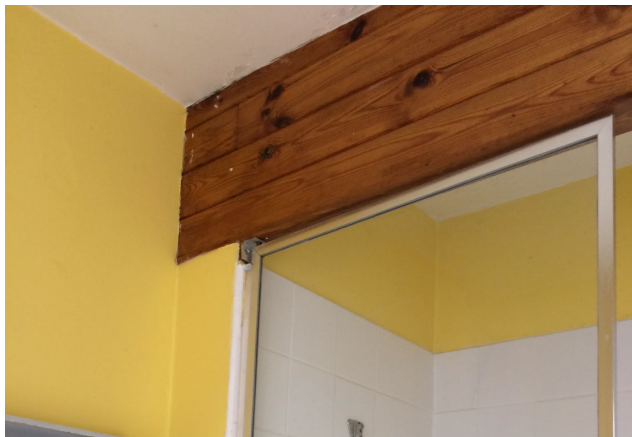
Wash Basin



Bathtub



Hall - Immediately outside kitchen



Shower Screen

The decor and style reflects the fashionable interior architecture from the 1970's. The wooden panels are worn with water damage, sealants are damaged and the ceiling shows signs of poor ventilation. *En suites* in this condition will need to be stripped out and the floor structure reviewed for any damage.

### Rooflights

The Flat benefits from two large rooflights to add much needed lights to the central entrance hall and dining. Due to the size and structure of the rooflights it is clear that these are not original features. The external rooflights have been installed into the two roof pitches forming the valley and are not visible from street level

### Hall

Internal access to the flat via the communal staircase will remain unchanged although as noted above, the staircase will also be repaired and improved to ensure that it is safe.



Hall - Immediately outside kitchen

## 5.00 Brief

The Flat in its existing form is in need of refurbishment. The worn finishes, loose floorboards, poor electrical wiring, malfunctioning drainage, tired kitchen and *en suite* are beyond repair and require replacement. They detract from the Flat's listed status. The electrics are a cause of safety concern.

The current layout is not original and not conducive to the well-being of occupants, with the kitchen some distance from the reception room rather than adjacent. The non-original heating and hot water systems redundant. Having taken into account the level of refurbishment required to return the Flat to a liveable condition, the applicant expressed an interest in re-planning the layout.

The brief is to create an Flat fit for purpose which will improve the living conditions of the flat and enhance the Flat's quality as part of a building of special architectural and historic importance by inter alia creating (i) an open-plan reception, dining and kitchen; (ii) one master bedroom with *en suite*; (iii) a W/C which is accessible from the open plan reception area and (iv) an additional sleeping area (v) reintroduction of an age appropriate reclaimed fireplace (vi) improved natural lighting (vii) energy efficient sash windows (viii) repairs of water leakages and replacement of possibly unsafe electrical fittings.

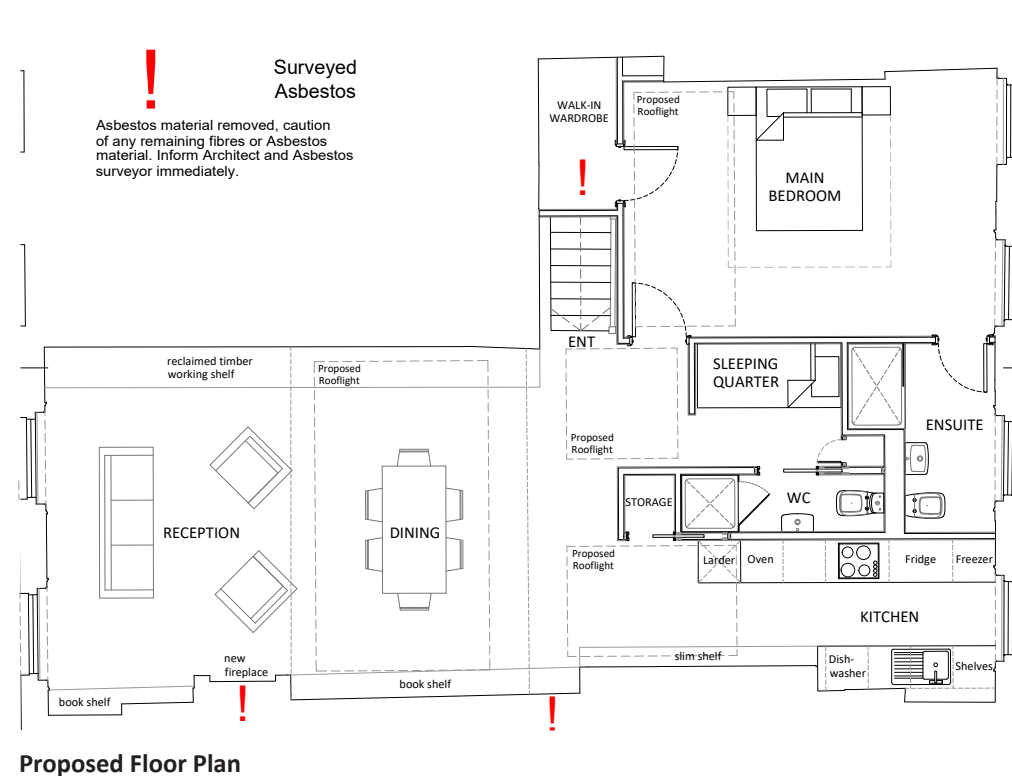
In addition to expressing their desired layout, the applicant has shown an interest in introducing by incorporation wooden panelling in various locations throughout the Flat to keep the interior decor relating to the context of the 17/18th century exterior façade. The applicant has no intention of detracting from the character of the building and Conservation area – quite the reverse – and has kept this in the forefront of his mind during the design stages.

One of the applicants is a member of Lincoln's Inn and is a QC specialising in planning and listed buildings. This is a project close to his heart.

The proposed layout produces an open-plan functional space. By relocating the kitchen, it can be accessed easily from the dining and reception areas. The proposed kitchen utilizes the existing services that service the *en suite*. The proposed bedroom is positioned on the far side of the reception/dining and kitchen area to provide privacy. A dedicated en-suite serves this bedroom, along with a walk-in wardrobe. The area between the bedroom and kitchen is to become a utility zone, situating the storage and washing/drying facilities.

The services run centrally in the plan. Minimising disruption to the existing structure is key to this proposed layout. Positioning facilities close to the existing drainage stack and distributing services centrally will reduce penetrations that maybe required.

The proposed demolition works and layout have been assessed by a Structural Engineer before the planning application was produced. It is of course necessary to ensure that the proposed changes were structurally feasible.



## 6.00 Design

### 6.01 Use

The proposals will enable the Flat to return to use as a high quality residential use consistent with its intended historic use.

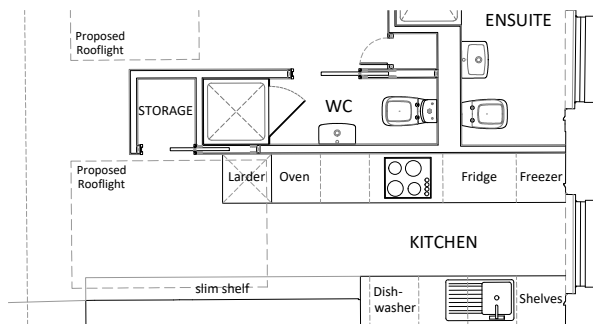
### 6.02 Amount

Given the current state of the Flat, it is proposed that the floors, walls and ceilings are to be part-removed and re-built to allow for the installation of new service infrastructure. Due to the level of works required to re-instate the services, this would be a good opportunity to re-design the layout of the Flat to make it functional for its occupants and reflect more appropriately the historic function of the Flat.

### 6.03 Services

A summary of the proposed works is provided below and scheduled in the outline specification attached to this application.

Following the removal of the asbestos lining, the main equipment used to heat the Flat has been removed (e.g. the boiler, cylinder, cupboard walls and fireplaces). In order to re-establish these services, the infrastructure of the pipework would need to be renewed in accordance with current regulations and practices.



The electrical consumer unit appears to have been replaced, although many of the existing sockets are redundant. The electrical loads required for modern day living will require the existing wiring to be checked and renewed where required. Existing cables will not be mixed with new cabling; therefore we envisage that the Flat will be fully re-wired.



**Fireplace to be replaced**

The main fireplace will be re-instated in the reception room and fuelled by gas. The replica poor quality Victorian fireplace previously located in the dining area is not proposed to be reinstated.



**Bedroom 1 Ensuite - Ceiling**

All radiators will be removed and underfloor heating installed. Upon inspection, the floor construction provides sufficient room between joists for the system to be installed. The proposed underfloor heating will be a wet system which will heat all habitable rooms within the Flat.

The proposed bathroom/WC and kitchen will have extractor fans that will be ventilated through the roof. The ventilation ducts will penetrate within the valley of the roof structure to conceal the vents from street level.

Background ventilation will be via the trickle vents within the windows. Should the trickle vent not be a suitable solution, then a domestic sized MVHR will be considered.

Currently there are signs of damp on the ceiling of the *en suite* and therefore, a ventilation strategy will require implementation.

#### 6.04 Windows

During previous works to the Flat, detailing around the windows had been retained. These will be refurbished and these features retained and improved as required (e.g. removing radiators to expose the decorative timber board beneath the window).

The architraves and timber reveals surrounding the timber sliding sash windows are to be retained and renewed. The skirting is a plain square edge profile and is not a historic feature and is not worth retaining.

The proposal is to replace the plain square edged skirting with a profiled Ogee pine skirting closely to reflect the architrave surrounding the window.

The timber sliding sash windows will be replaced with windows to match the existing windows which are in poor repair. The proposal seeks implementing more expensive energy efficient slim-line double glazed panes (14mm) consistent with the local and national planning policy in respect of energy saving.



Existing Kitchen Window - Cill to be lowered



Existing Bedroom 2 - Window (without radiator)



Existing Reception - Window



Existing Bedroom 1 - Window

### 6.05 Proposed Window

During a review of the windows it was noted that the cill to the existing kitchen window had been raised to incorporate the units internally. This is not an original configuration and the proposal is to lower the cill back to its original alignment with the surrounding openings.

The elevation below shows (in orange) the current fenestrations and demonstrates that the window to the existing kitchen is out of alignment with the remaining façade. The proposal to lower the cill is in keeping with the existing façade



Rear Elevation - Proposed

### 6.06 Doors

The existing doors and architraves do not match one another and there are subtle differences in the style and architrave detailing which suggests that not all the doors and architraves were constructed at similar times or are original. The doors also vary significantly in size and height.



Existing doors to Bedroom 1 and 2

There is no evidence that any of the doorways are original and most likely pre-date the previous work carried out in the 1970's. The partition to bedroom 1 divides the fireplace along the party wall. The opening to the fireplace has been reduced and the coal heater installed.

### 6.07 Re-decoration

The existing floor finishes are heavily worn and disintegrating. The installation of the services will require the existing floor boards to be lifted, new floor boards to be put down and the floor made level. The existing floor joists will be retained; however the floor joists will be inspected for any areas that require replacing.

The external and party walls will be inspected, lining paper removed and walls plastered where required. Any area of the party wall which is found to be plaster board will be boarded over with fire-resistant plasterboard.

All skirting along the remaining walls are to be replaced with Ogee styled skirting throughout. The window architraves and timber panels below the window cill are to be retained and re-decorated.

The accommodation will not increase in floor space. The alterations proposed will remain within the existing footprint.

The proposal also includes improving fire separation between walls and floors and improving sound resistance and thermal efficiency where technically possible. The handrail to staircase has come apart from the wall and the steps are slightly uneven. The stairs will also be repaired and improved to ensure that it is safe (see further the Heritage Statement).

### 6.08 Scale

Given that no extensions have been proposed, the scale of the Flat will remain the same externally with a modest improvement to the external appearance of the replacement energy efficient sash windows.

Internally, the proposal includes the removal of the ceiling boards and joists within the bedroom, reception and kitchen areas to expose the trusses and rafters. At minimum, the floor to ceiling height will achieve no less than 2.5m. The internal appearance of the Flat will be greatly enhanced.

### 6.09 Appearance

The front facade will not be affected or altered. We have proposed lowering the cill level for one window on the rear facade to benefit the internal configuration of the space.

The proposed cill height will improve the rear facade and regularise the fenestrations. At present, the raised cill is not in keeping with the remaining openings and it appears that this particular window was altered during the last refurbishment. The proposal will re-instate the original condition of this window.

A variety of roof lights are proposed along the roof slopes forming the valley of the roof. The new and increased roof lights will not be visible from street level and within surrounding buildings at high level.

Planning applications over the last 5 years have seen significant planning approved changes to the roofs along New Square.

### 6.10 Rooflights

The proposal includes the introduction of large rooflights along the pitched roof forming the valley. The rear of the property faces a tall office block which reduces the quantity of natural light that enters the Flat. The two large existing rooflights significantly increased the natural daylight. The proposal increases the quantity and size of the rooflight to maximise the natural light. The proposed rooflights will not be visible from the street and will not protrude past the ridge line.

A Structural Engineer was instructed to carry out a feasibility study in assessing the impact of the large glazed unit upon the existing buildings structure. It was considered to have little impact to the existing structure and is adjudged to be entirely feasible without the introduction large steel sections.

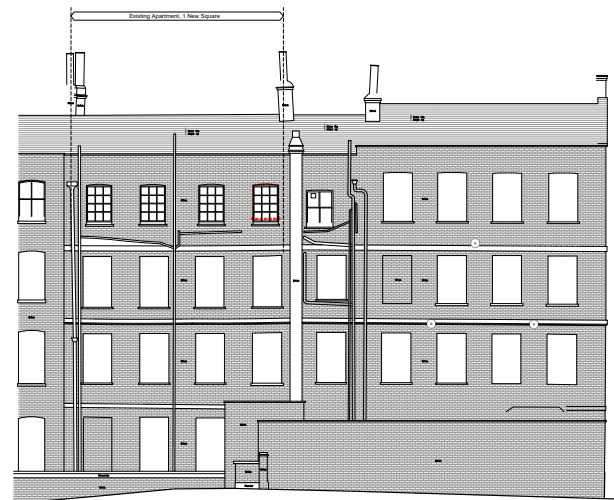
### 6.11 Materials

The improvements to the roof will require the installation of a breathable membrane to protect the existing timber structure. This will require the removal of the existing roof slates. The existing slates will be re-laid, however, breakages can occur and in this instance any new roofing slates will match the existing tiles.

### 6.12 Impact on Neighbouring Properties

The proposed alterations will not adversely impact neighbouring properties. The refurbishment of the Flat provides a wonderful opportunity to improve the structural integrity of the compartmentation between offices and dwellings.

Accordingly, the proposed insulation, fire stopping and sound reducing strategies will benefit both the occupants of the Flat and the neighbours.



**Proposed Rear Elevation**

## **7.00 Access**

**Vehicular and pedestrian access to the site have not been altered or removed.**

## **8.00 Pre-Application Consultation**

In the present circumstances it was considered that pre-application consultation would not be a proportionate use of local authority time and not necessary.

## 9.00 Statement of Justification

The applicants are extremely dedicated to this project and envisages this to be a much needed refurbishment to make the Flat suitable for occupancy.

Through the development of this brief, the applicants would like to make improvements to the Flat and ensure that in doing so, certain original features and characteristics are also restored and enhanced so that the Flat returns to its historic residential use and character of a modest grandeur.

The proposed scheme has been carefully designed to ensure that it avoids any adverse impact on New Square and indeed securing modest external enhancement to visual character of the Conservation Area as well ensuring that the historic residential use within the Inn and Conservation Area is reinforced. It will also improve the historic character of the Flat and ensuring it is fit for modern living including health and safety requirements, commensurate with its original purpose as a place to live. This proposal achieves those objectives.

This Design and Access statement should be read in conjunction with the Planning Policy Appraisal and Heritage Statement. In particular, the impact on the heritage assets is addressed in detail in the Heritage Statement (and see also the Planning Policy Statement). In short, the proposal will improve the Flat's architectural and historic value. It will remove a non-original layout, which is not fit for purpose.

It will remove inappropriate kitchen, bathroom, cupboard fittings etc. installed in the 1970's (apparently without consent) and which are currently in poor condition. The proposal will improve the energy efficiency of the Flat and will make a modest improvement to the Conservation Area.