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Development Management  
Camden Town Hall Extension  
Argyle Street  
London WC1H 8EQ

Application for Planning Permission and listed building consent for alterations,  
extension or demolition of a listed building.  
Town and Country Planning Act 1990  
Planning (Listed Buildings and Conservation Areas) Act 1990

**Publication of applications on planning authority websites.**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

**1. Site Address**

Number

Suffix

Property name

Address line 1

Address line 2

Address line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

**2. Applicant Details**

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

Town/city

## 2. Applicant Details

Country	United Kingdom
Postcode	WC1R 4BS
Primary number	
Secondary number	
Fax number	
Email address	

Are you an agent acting on behalf of the applicant?

Yes  No

## 3. Agent Details

Title	Mr
First name	Lee
Surname	Chater
Company name	Mansfield Monk Ltd
Address line 1	Mansfield Monk Ltd
Address line 2	Library House, High Street
Address line 3	
Town/city	Ingatestone
Country	UK
Postcode	CM4 9EU
Primary number	01277351981
Secondary number	07827892193
Fax number	
Email	lee.chater@mansfieldmonk.co.uk

## 4. Description of the Proposal

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s).

If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.

Part removal of existing entrance steps to facilitate the installation of a new vertical rising stair/ platform lift to allow for ambulant disbaled/ wheelchair access into the premises.

Has the development or work already been started without consent?

Yes  No

## 5. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

## 5. Listed Building Grading

- Don't know  
 Grade I  
 Grade II\*  
 Grade II

Is it an ecclesiastical building?

Don't know  Yes  No

## 6. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

Yes  No

## 7. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

Yes  No

## 8. Listed Building Alterations

Do the proposed works include alterations to a listed building?

Yes  No

**If Yes, do the proposed works include**

a) works to the interior of the building?

Yes  No

b) works to the exterior of the building?

Yes  No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

Yes  No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

Yes  No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please refer to the enclosed existing drawings -2332 EX0G, -2332 EXELE and proposed drawing -2332 DT30.

## 9. Materials

Does the proposed development require any materials to be used?

Yes  No

**Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded**

Please add materials by using the dropdown, clicking 'Add' and filling in all the fields in the popup box.

To correct existing entries, use the 'Edit' link to open the popup box and ensure that all fields are completed.

Floors

Please provide a description of existing materials and finishes:

Existing black and white mosaic tiled entrance step landings with radial mosaic tile patterning. Numerical no: 7 central to the landing. Marble tile contrasting nosings and upstands.

Please provide a description of proposed materials and finishes:

New black and white mosaic tiled entrance steps and landings with matching radial mosaic tile patterning. Numerical no: 7 central to the landing. Marble stone contrasting nosings and risers.

Boundary treatments (e.g. fences, walls)

Please provide a description of existing materials and finishes:

Existing cement rendered brick arch with black railings forming link between pavement and building entrance threshold.

## 9. Materials

Boundary treatments (e.g. fences, walls)	
Please provide a description of proposed materials and finishes:	Retention of outer rendered brick arches, central section removed to allow for installation of new DDA accessible stair/ platform lift and associated supporting structure to form pit base.

External Walls	
Please provide a description of existing materials and finishes:	Existing solid brick wall construction
Please provide a description of proposed materials and finishes:	Retention of brick wall construction, chasing out required for installation of new structural steelwork and concrete upstands

External Doors	
Please provide a description of existing materials and finishes:	Existing solid timber painted door
Please provide a description of proposed materials and finishes:	Existing door to remain, automatic door opening device to be installed linked to access control system.

Rainwater goods	
Please provide a description of existing materials and finishes:	N/A - Rainwater simply runs off steps onto pavement.
Please provide a description of proposed materials and finishes:	A drainage tray will be provided below the lifting device to collect/ direct rainwater into a downpipe and into existing rain water gulley in the lightwell.

Internal Walls	
Please provide a description of existing materials and finishes:	Existing stained hardwood wall panelling
Please provide a description of proposed materials and finishes:	Installation of lift buttons and associated controls into the existing wall panelling.

Are you supplying additional information on submitted plan(s)/design and access statement:  Yes  No

If Yes, please state references for the plans, drawings and/or design and access statement

Please refer to Design, Access and Heritage statement and accompanying drawings --2332 EX0G, -2332 EXELE and -2332 DT30.

## 10. Site Area

What is the measurement of the site area?  
(numeric characters only).

0.07

Unit

hectares

## 11. Existing Use

Please describe the current use of the site

Office

Is the site currently vacant?

Yes  No

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**

Land which is known to be contaminated

Yes  No

## 11. Existing Use

Land where contamination is suspected for all or part of the site  Yes  No

A proposed use that would be particularly vulnerable to the presence of contamination  Yes  No

## 12. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?  Yes  No

Is a new or altered pedestrian access proposed to or from the public highway?  Yes  No

Are there any new public roads to be provided within the site?  Yes  No

Are there any new public rights of way to be provided within or adjacent to the site?  Yes  No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?  Yes  No

If you answered Yes to any of the above questions, please show details on your plans/drawings and state their reference numbers

Please refer to existing and proposed drawings -2332 EX0G -2332 EXELE and -2332 DT30

## 13. Vehicle Parking

Is vehicle parking relevant to this proposal?  Yes  No

## 14. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains Sewer

Septic Tank

Package Treatment plant

Cess Pit

Other

Unknown

Other

Are you proposing to connect to the existing drainage system?  Yes  No  Unknown

If Yes, please include the details of the existing system on the application drawings. Please state the plan(s)/drawing(s) references.

Refer to accompanying drawings for proposals -2332 DT30

## 15. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.)  Yes  No

**If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.**

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?  Yes  No

Will the proposal increase the flood risk elsewhere?  Yes  No

**How will surface water be disposed of?**

Sustainable drainage system

Existing water course

Soakaway

## 15. Assessment of Flood Risk

Main sewer

Pond/lake

## 16. Trees and Hedges

Are there trees or hedges on the proposed development site?

Yes  No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

Yes  No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of your local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## 17. Biodiversity and Geological Conservation

**Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?**

**To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.**

a) Protected and priority species:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

b) Designated sites, important habitats or other biodiversity features:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

c) Features of geological conservation importance:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

## 18. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

Yes  No

Have arrangements been made for the separate storage and collection of recyclable waste?

Yes  No

## 19. Residential/Dwelling Units

**Due to changes in the information requirements for this question that are not currently available on the system, if you need to supply details of Residential/Dwelling Units for your application please follow these steps:**

- 1. Answer 'No' to the question below;**
- 2. Download and complete this supplementary information template (PDF);**
- 3. Upload it as a supporting document on this application, using the 'Supplementary information template' document type.**

**This will provide the local authority with the required information to validate and determine your application.**

Does your proposal include the gain, loss or change of use of residential units?

Yes  No

## 20. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Yes  No

## 21. Employment

Will the proposed development require the employment of any staff?

Yes  No

Please complete the following information regarding employees:

Type	Full-time	Part-time	Equivalent number of full-time
Existing employees	100		

## 22. Hours of Opening

Are Hours of Opening relevant to this proposal?

Yes  No

## 23. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Installation of new electrical cabinet to provide power for the stair lift inside existing vault 2

Is the proposal for a waste management development?

Yes  No

**If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website**

## 24. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

Yes  No

## 25. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

Yes  No

## 26. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

Yes  No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## 27. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes  No

**If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):**

**Officer name:**

Title

First name

Surname

Reference

Date (Must be pre-application submission)

## 27. Pre-application Advice

06/12/2018

Details of the pre-application advice received

The possibility of an entrance stair lift was discussed but further information with regards to the installation of the lifting device was required.

## 28. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

Yes  No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

## 29. Ownership Certificates and Agricultural Land Declaration

Certificate Of Ownership - Certificate A Certificate under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. \*\* 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

Person role

- The applicant  
 The agent

Title	Mr
First name	Lee
Surname	Chater
Declaration date	22/03/2019

Declaration made

## 30. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Date (cannot be pre-application) 22/03/2019