

14 Harben Parade NW3  
Design and Access Statement  
November 2014

## Ash Sakula Architects



## Summary of planning application supporting documentation

Application form

Drawing issue sheet

Drawings

This Design and Access Statement

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# 1. Introduction

## Overview

**101** This statement accompanies a planning application for the refurbishment and change of use of 18 Harben Parade Nw3, a former post office on ground and basement floors below flats.

**102** The building is owned by Camden Council.

**103** The building is not listed and does not lie within a Conservation Area.

**104** The proposals are intended to refurbish this former post office as part of the 'Mind the Gap' Project: a partnership between Camden and the NHS. The building will act as a hub, housing a multi-agency team of professionals to meet the needs of the young people the project aims to help. In order to attract young people into the hub and provide opportunities for skills development, it will host social enterprise retail activity on the ground floor of the building.

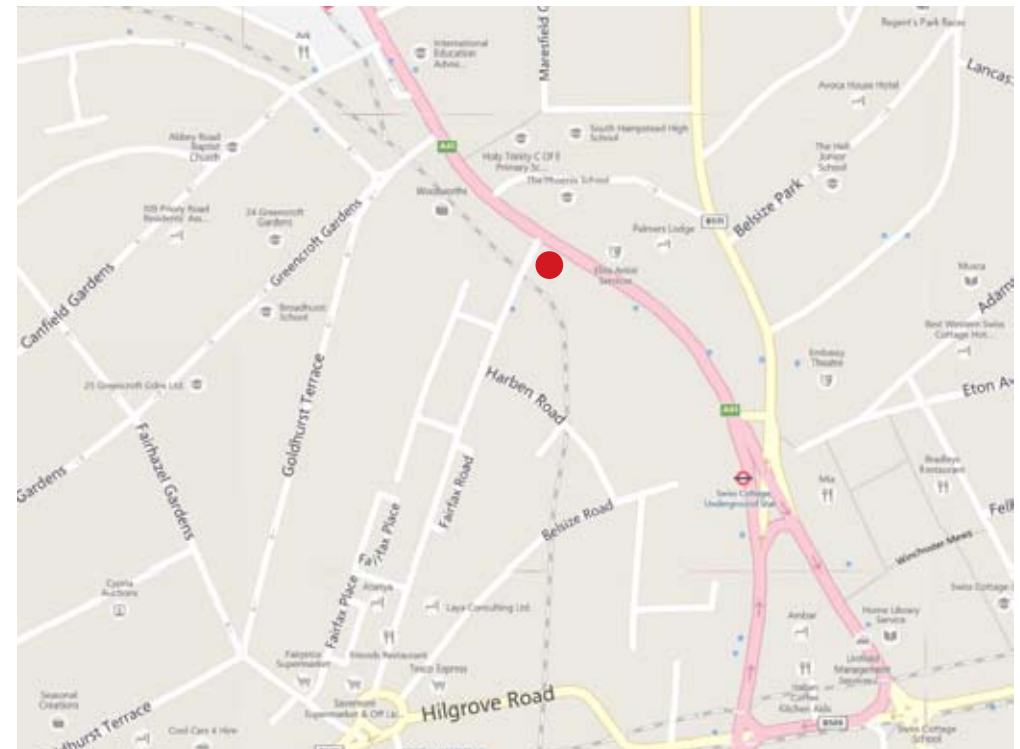


## 2. Context

**201** 18 Harben Parade, London NW3 occupies the ground and basement floors of a mixed use apartment block on the junction of Finchley Road and Fairfax Road. It was purpose built, probably in the 1950s, as a post office.

**202** The steep slope down of Fairfax Road from its junction with Finchley road means that the so-called 'basement' floor of 18 Harben Terrace is accessible at grade at the rear of the building.

**203** On the following pages are aerial photographs showing the building's context and position.





18 Harben  
Parade  
NW3





## Aerial views



View looking north



View looking east



View looking south



View looking west



### 3. 18 Harben Parade as existing

**301** 18 Harben Parade is a two storey former post office built under an apartment block in, probably, the 1950s. It is the northernmost of a parade of retail units fronting the west side of Finchley Road, just north of Swiss Cottage.

**302** The ground floor post office opens off the pavement of Finchley Road with a near-level threshold. There is a large public area with offices behind. Ceilings are high, approximately 4m. Within the rear office area are two strong rooms.

**303** A stair leads down to an office floor at basement level, with a walled service yard behind. Because Fairfax Road slopes steeply down from its junction with Finchley Road, the yard and basement floor is accessible at grade from a service road opening off Fairfax Road. The basement also has a generous ceiling height, approximately 3m. There is no lift.

**304** The building fabric is in reasonably good condition. Single glazing to the shop front means the public post office area is noisy from the continuous heavy traffic on Finchley Road.

**305** In front of the shop window is a small loggia, partly railed where the pavement drops away towards the junction with Fairfax Road.

**306** On the following pages are photographs of 18 Harben Parade in October 2014.





18 Harben Parade as existing  
Exterior views of front and side



View from north



View from north east



View from north east, Fairfax Road to right



View looking north along Finchley Road



Side view along Fairfax Road



Side view, Finchley Road on left



18 Harben Parade as existing  
Exterior views of rear



View from Fairfax Road



View from Fairfax Road, service road to right



View from service road



View looking north along service road



View of basement door and windows within service yard



Pavement on Fairfax Road, Finchley Road at top



18 Harben Parade as existing  
Interior views, ground floor



View south east



View north



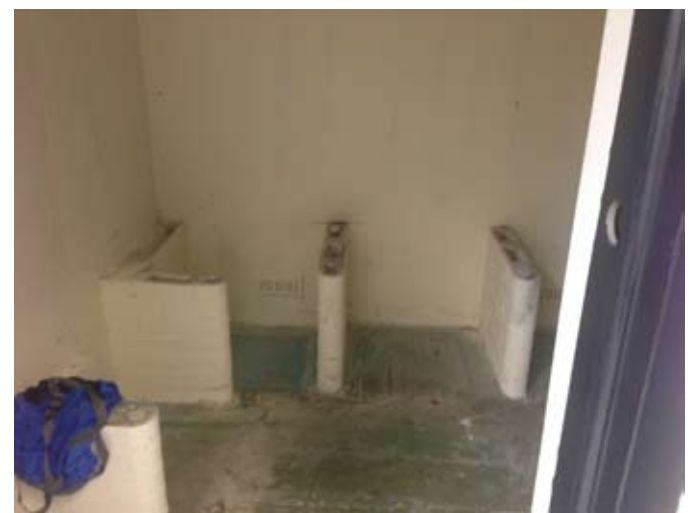
View north west



View south west

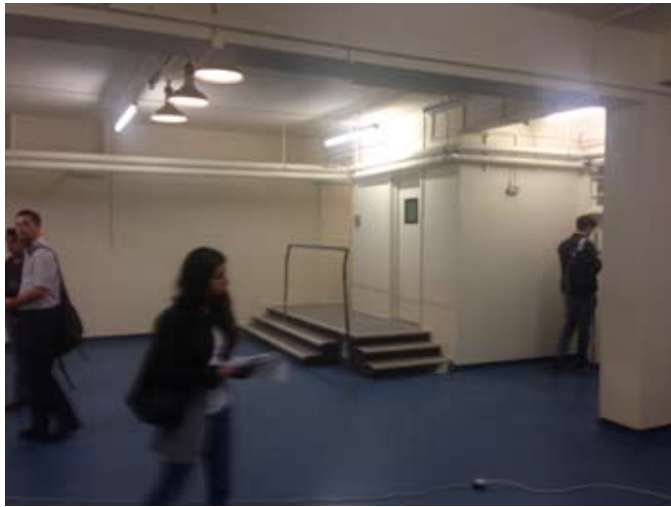


Painted out skylights onto flats gallery over



Interior of one of the strong rooms

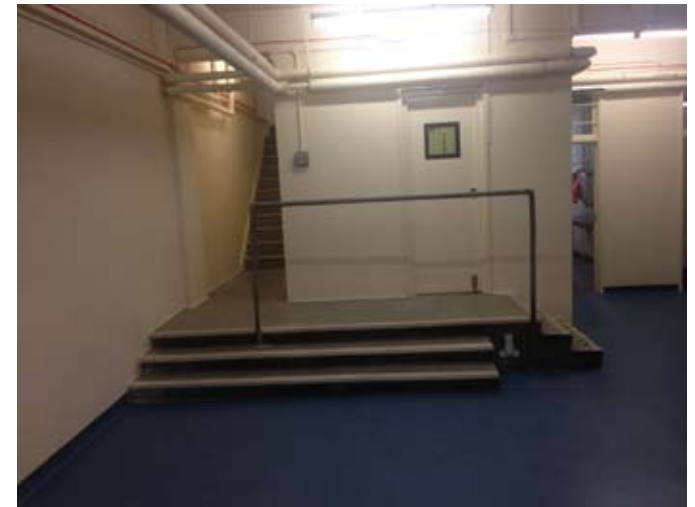
18 Harben Parade as existing  
Interior views, basement



Looking south towards landing



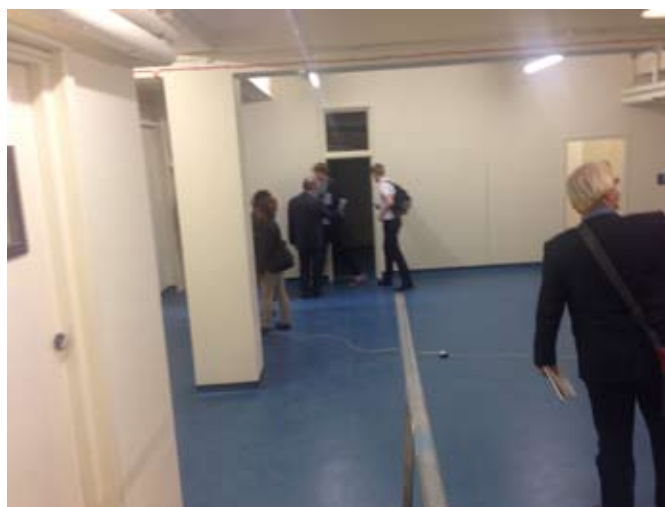
Front wall below Finchley Road



Landing and stair to ground floor



Looking south towards stair, WCs on right



Looking north



Corridor to loading bay door, chute to left



18 Harben Parade as existing  
Exterior views, basement service yard



View north west



View north



View north east



View south east



View south



View south west

## 4. Design and access proposals

**401** Read the descriptions below in conjunction with the appropriate drawings accompanying this application.

**402** Our proposals for changes to the building are as follows:

### Frontage onto Finchley Road

**403** Remove the railings from the narrow loggia. Remove the existing shop windows. Install new shop windows on the line of the front of the loggia (ie back-of-pavement line). Install a new shop entrance opening off the south end of the loggia. Minor adjustments to ground levels to provide step free access.

### Side elevation onto Fairfax Road

**404** No alterations proposed.

### Rear elevation onto service road off Fairfax Road

**405** Strip out existing windows at ground and basement levels. Lower the sills of all windows. Install new white painted timber-framed windows, with integrated timber-clad security shutters.

**406** The existing brick wall and gate to the service yard is unaltered, but it is proposed to landscape the yard with paving, trees and planting. The fencing on top of the brick wall is removed.

### Interiors

**407** Interior spaces are modified to provide the required accommodation.

**408** The 'café' use will be small scale, limited to tea, coffee, soft drinks, sandwiches, etc. There are no proposals for a commercial kitchen, kitchen extract flue, etc.

### Access

**409** On Finchley Road minor adjustments to ground levels will allow step-free access to the lobby and the shop.

**410** At basement level, the existing windows will be lowered to ground level, and level, step-free thresholds will give access between office area and courtyard, and also provide means of escape by way of the rear gates from the service yard.

**411** A platform lift will be installed giving access between the ground floor, the upper level of the basement and the main level of the basement.

**412** An accessible WC is proposed at both ground floor and basement levels.

**413** The existing handrail along the side of the building for pedestrians negotiating the steep final stretch of Fairfax Road at its junction with Finchley Road will be retained.

**414** Vehicular, servicing and pedestrian access to the building is as existing.

**415** Following planning, discussions will be held with Camden Environmental Health concerning details of refuse disposal and recycling arrangements.

**416** Provision for cycle parking is proposed within the rear yard.

**417** The proposals mean that inclusive access is provided to all parts of the building for all users.



## 5. Planning issues

**501** 18 Harben Parade is not listed, nor does it lie within a Conservation Area.

**502** The building is currently vacant. Last use was A1 (former post office).

**503** Ground floor use remains A1, with ancillary A3 use. It should be noted that the proposed café use will be limited to hot and cold drinks and light refreshments. **\*The ground floor will also have ancillary D1 use.**

**504** Basement use becomes B1 with ancillary D1 use.

**505** External alterations are limited to:

Changes to the shop front

Renovation and alterations of windows at the rear

Landscaping of the courtyard.

*\* this is the only change from 2014 planning application for which this document was produced.*

*The extension to the planning permission is required as we will be continuing to run our services beyond the expiration of the current period which has been granted.*

*Allowing ancillary D1 use on the ground floor will allow us use more of the space more effectively.*



## 6. Environmental strategy and sustainability

**601** Our proposals will significantly improve the environmental sustainability of the building as follows:

Improving window performance through replacing existing windows with high performance timber framed windows.

Lower energy lighting with intelligent controls.

Water-efficient sanitary appliances and taps.

Energy efficient heating and ventilation.

Incorporating recycling arrangements into the design.

Local and sustainable sourcing of construction materials wherever possible.

Choosing appliances and equipment for its green credentials.

Investigating rainwater harvesting for garden use.

Creating more greenery, helping to reverse the 'heat island' effect.

Providing cycle spaces to encourage green travel.

## 7. Landscape and ecology

**701** There are no trees on the site. The large trees in neighbouring gardens to the south are unaffected by our proposals.

**702** We are proposing planting trees and creating greenery within the basement yard, giving a green view to occupants, providing summer shading, and also providing habitats to birds and insects.



Transforming the yard with new surface and planting



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