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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	<input type="text" value="213"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="Hampstead Town Hall Centre"/>
Address line 1	<input type="text" value="Haverstock Hill"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="London"/>
Postcode	<input type="text" value="NW3 4QP"/>

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

Easting (x)	<input type="text" value="527216"/>
Northing (y)	<input type="text" value="185161"/>

Description

2. Applicant Details

Title	<input type="text" value="Mrs"/>
First name	<input type="text" value="Sioban"/>
Surname	<input type="text" value="Whitney-Low"/>
Company name	<input type="text" value="Wac Arts"/>
Address line 1	<input type="text" value="Hampstead Town Hall"/>
Address line 2	<input type="text" value="213 Haverstock Hill"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="London"/>

2. Applicant Details

Country	
Postcode	NW3 4QP
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	Robert
Surname	Sakula
Company name	Ash Sakula Architects
Address line 1	Ash Sakula Architects
Address line 2	6 Doughty Mews
Address line 3	
Town/city	London
Country	United Kingdom
Postcode	WC1N 2PG
Primary number	02078310195
Secondary number	07764902223
Fax number	
Email	robert@ashsak.com

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.

Internal and external alterations including works to the Council Chamber, Imperial Stair and ancillary spaces to form a new café, kitchen, WCs and multi-purpose spaces; creation of a new landscaped café terrace, alterations to the front landscaping of the building to improve access; minor alterations to walls and roofs of building to insert ventilation grilles and vents; minor alterations on elevations to front entrance doors, windows on Belsize Avenue elevation, lift entrance from alley and entrance doors from the rear car park.

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).

See drawings as listed on attached Drawing Issue Sheets.

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.

External Walls	
Please provide a description of existing materials and finishes:	Brick with stone dressings
Please provide a description of proposed materials and finishes:	To match existing

Windows	
Please provide a description of existing materials and finishes:	Timber framed sashes and casements
Please provide a description of proposed materials and finishes:	To match existing

9. Materials

Ceilings	
Please provide a description of existing materials and finishes:	Painted plaster
Please provide a description of proposed materials and finishes:	To match existing

External Doors	
Please provide a description of existing materials and finishes:	Painted timber
Please provide a description of proposed materials and finishes:	To match existing. Front entrance doors to be modified with glazed panels in place of timber.

Internal Walls	
Please provide a description of existing materials and finishes:	Painted plaster
Please provide a description of proposed materials and finishes:	To match existing

Internal Doors	
Please provide a description of existing materials and finishes:	Timber, painted or naturally finished
Please provide a description of proposed materials and finishes:	To match existing. Acoustically insulating doors to be installed in Council Chamber.

Floors	
Please provide a description of existing materials and finishes:	Generally timber or encaustic tile
Please provide a description of proposed materials and finishes:	To match existing. A sprung floor is proposed in the Council Chamber

Boundary treatments (e.g. fences, walls)	
Please provide a description of existing materials and finishes:	Various
Please provide a description of proposed materials and finishes:	New low brick walls to match with cast stone dressings and glass balustrading to be installed around the new terrace and platform lift.

Vehicle access and hard standing	
Please provide a description of existing materials and finishes:	Tarmac to rear car park.
Please provide a description of proposed materials and finishes:	Rear car park to be re-laid out, tarmac surface to be retained and repaired.

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

As listed on the attached Drawing Issue Sheets and in the Design and Access Statement.

10. Site Area

What is the measurement of the site area? (numeric characters only).	3690
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10. Site Area

Unit

sq.metres

11. Existing Use

Please describe the current use of the site

Institutional

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

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

See plans as listed on the attached Drawing Issue Sheets

13. Vehicle Parking

Is vehicle parking relevant to this proposal? ☒ Yes ☐ No

Please provide information on the existing and proposed number of on-site parking spaces

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cycle spaces	10	30	20
Disability spaces	4	4	0
Cars	4	0	-4
Light goods vehicles / public carrier vehicles	2	2	0

14. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains Sewer
- ☐ Septic Tank
- ☐ Package Treatment plant
- ☐ Cess Pit
- ☐ Other
- ☐ Unknown

14. Foul Sewage

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.

See plans as listed on attached Drawing Issue Sheets.

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

☒ 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

If Yes, please provide details:

Unchanged from existing: see plans as listed on attached Drawing Issue Sheets

Have arrangements been made for the separate storage and collection of recyclable waste? ☒ Yes ☐ No

If Yes, please provide details:

Unchanged from existing arrangements

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

If you have answered Yes to the question above please add details in the following table:

Use Class	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
D1 - Non-residential institutions	5280	35	0	-35
Total	5280	35	0	-35

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

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	28	67	48
Proposed employees	34	80	60

22. Hours of Opening

Are Hours of Opening relevant to this proposal? ☒ Yes ☐ No

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

22. Hours of Opening

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Unknown
D1 - Non-residential institutions	Start Time: 07:00 End Time: 23:00	Start Time: 07:00 End Time: 23:00	Start Time: 07:00 End Time: 21:00	

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:

Amendments to the existing plant arrangements are shown in attachments, and include:
Air conditioning system to Council Chamber
Passive ventilation system to café and Imperial Stair
Extract ventilation to kitchen.
Extract ventilation to WCs

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	Mr
First name	David
Surname	Peres da Costa
Reference	

Date (Must be pre-application submission)

12/07/2019

Details of the pre-application advice received

27. Pre-application Advice

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 B 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 I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates.

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant	Christine Dove, Senior Valuation Practitioner
Number	
Suffix	
House Name	London Borough of Camden
Address line 1	5 Pancras Square
Address line 2	
Town/city	London
Postcode	N1C 4AG
Date notice served (DD/MM/YYYY)	15/08/2019

Name of Owner/Agricultural Tenant	Darius Khwaja, Chief Executive
Number	
Suffix	
House Name	Hamden Trust
Address line 1	Old Town Hall
Address line 2	213 Haverstock Hill
Town/city	London
Postcode	NW3 4QP
Date notice served (DD/MM/YYYY)	15/08/2019

29. Ownership Certificates and Agricultural Land Declaration

Person role

- ☒ The applicant
- ☐ The agent

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Robert"/>
Surname	<input type="text" value="Sakula"/>
Declaration date	<input type="text" value="14/08/2019"/>

☒ 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)	<input type="text" value="15/08/2019"/>
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