

**Retrospective Planning application for replacement windows to North & South Elevations,  
4-5 Coleridge Gardens, London NW6 3QH**

**Job no 212**

**February 2020**

This submission is a retrospective Planning application for:

- new windows installed in the original building window openings in the North and South elevations of this landlocked site occupied by Regal London.
- differing glazing in the windows installed in the 2<sup>nd</sup> floor South elevation to the clear windows with external screening fins previously approved

The site is accessible only from Coleridge Gardens. The North and South flank walls of the building form the boundary with the gardens of residential properties on Belsize Road and Goldhurst Terrace.

The following are **previous** approved Planning applications relating to the extension works carried out in 2018/19 to this building:

**Planning application 2014/2762/P**

Permission was granted on 28<sup>th</sup> October 2014 to 'raise the eaves of the existing building to create useable floor space at second floor and form a green barrel roof to the northernmost section of the building and construction of an extension over and behind the front elevation to the southernmost element to adjoin the new barrel roof'.

**Application for Approval of Details 2016/4386/P**

Granted 21.12.16, approving facing materials including side sliding windows and glass screening fins to South elevation second floor windows

**Application 2016/6935/P Addition of external circular stair**

Granted 08.06.17

**Application 2018/1467/P non material amendment application for windows sizes/location in new sections of elevations & east elevation, additional rooflight and position of external circular stair**

Granted 30.05.18

**This application:**

**Ground and first floor windows to the North and South flank walls of the old building**

The ground and first floor windows to the North and South flank walls of the old building were not part of the previous applications as the intention was to refurbish and retain them.

They were a combination of old w20 section windows with original obscured glazing and opening hopper sections set within the main framing at ground floor, and white coated aluminium windows again obscured with an opening pane to each side at first floor which were installed at some later date. Please refer to the pre-construction photos attached. The ground floor windows were single glazed, had a number of broken panes and were in a very poor state of repair. They may have dated from the building being a comptometer factory back in 1955.

The window appearance differed between the two floors; the first floor windows and openings having been added at some time in the 1990's. An old application no P9600815 granted on 11.07.1996 permits the 'retention of first floor windows' with the condition: 'That the windows at first floor level in both elevations are permanently retained in obscured glass and fixed shut other than for the purposes of cleaning the windows and maintenance.' Refer to Decision Notice and drawings attached.

When carrying out the extension and refurbishment works to the building in 2018/19 the client opted to replace both ground and first floor windows while there was external access for the other works.

The new windows match the side sliding, dark grey powder coated aluminium, double glazed style approved for the new windows elsewhere in the building in 2016 with the exception that they have been double glazed with reeded glass to the inner pane to provide obscuration while still permitting daylight in. The original windows were single glazed so the current installation also gives improved thermal performance. See the photo attached.

At present the windows are being kept locked shut as requested by the Enforcement officer's email dated 10.02.20. The offices were noticeably stuffy during a site visit prior to preparing this application.

However as a landlocked building opening windows would improve the indoor air quality by permitting natural ventilation. It is appreciated that fully opening windows would impinge on the neighbours' amenity and privacy so a lockable stop is proposed installed in the sliding window track limiting the opening to 50mm in order to retain a natural air supply. The lock would be removed for cleaning and maintenance purposes only.

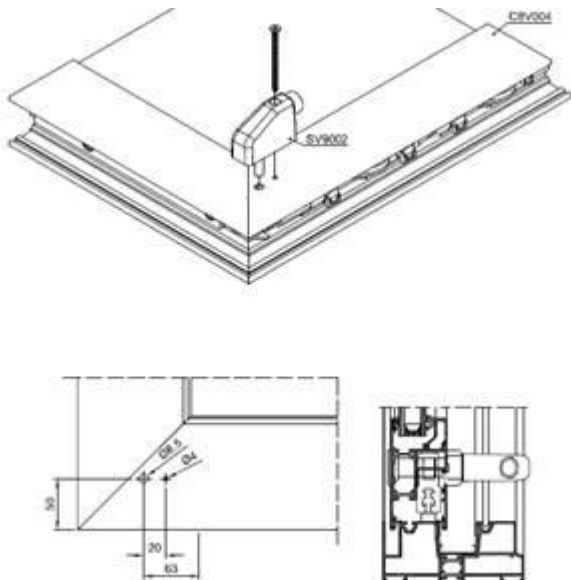


Image of lockable stop limiting opening width on sliding windows

In the research on previous Planning applications prior to 2014 in relation to the windows there does not seem to have been a requirement for the ground floor windows to be kept shut previously. The hopper windows are possibly original and were largely operational until the recent building works were carried out providing ventilation without a view out.

The lockable stop is also proposed for the first floor windows, again fully opened for maintenance and cleaning only.

### **Second floor South elevation windows**

This set of 3 windows are in the new second floor extension South facing wall. The permission granted in 2014 included side sliding windows in these openings (window type subsequently approved with Approval of details in 2016) with external etched glass fins mounted at an angle to obscure direct views out from the office space.

To have uniformity of appearance with the lower floors, the windows as installed are the approved frame with side sliding operation, double glazed but with the reeded inner pane in place of the external louvres. They are currently locked shut but the addition of a lockable stop is proposed as for the lower floors to permit limited opening for ventilation, fully unlocked/opened for maintenance and cleaning only.

**This application seeks retrospective approval to:**

- the replacement of the first and ground floor windows in the original building flank walls with side sliding, double glazed with reeded obscuration glass and a locking stop in the track to limit opening to 50mm, removable for maintenance and cleaning only
- the installation of side sliding windows in 3 openings in the South wall of the recently constructed second floor with reeded glass double glazing and locking stops as above in place of the approved clear glazed side sliding windows with external angled etched glass louvres

17.02.20