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Planning, Design & Access Statement

for
Extension & Alterations
at

21 Hollycroft Avenue
Hampstead
London
NW3 7HQ

Rev A

February 2022

Directors: **Simon Judd** BSc(Hons), Dip Arch, RIBA
Consultants: **Peter Judd**, MSc, B Eng(Hons), C Eng MIEE, MCIBSE.

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Introduction

We are instructed by Mr Gavin Stanton & Miss Cecilia Cini to apply for planning permission to London Borough of Camden for rear extension works and minor elevation alterations, along with associated internal alterations at 21 Hollycroft Avenue, Hampstead London NW3 7HQ.

The alterations described below, and in the associated drawings are being put forward as alterations that will require Planning and Conservation Area Consent under the Town & Country Planning Act.

We therefore set out in the following text, and associated drawings, a submission that makes relatively minor alterations to the property, which includes rear extension work, in order to provide the accommodation required by the family that occupies the house.

Such is to generate a more usable property, to accommodate the new owners, and allow for a better arrangement of accommodation across the kitchen and reception spaces.

Drawings and Submission Material

| | |
|------------|-------------------------------|
| 2101- 10 | Location Map |
| 2101- 11 | Site Plan |
| 2101- 13 | Existing Site Photographs |
| 2101- EX10 | Existing Ground Floor Plan |
| 2101- EX11 | Existing First Floor Plan |
| 2101- EX12 | Existing Second Floor Plan |
| 2101- EX13 | Existing Front Elevation |
| 2101- EX14 | Existing Flank Elevation |
| 2101- EX15 | Existing Rear Elevation |
| 2101- EX16 | Existing Longitudinal Section |
| 2101- PR20 | Proposed Ground Floor Plan |
| 2101- PR21 | Proposed First Floor Plan |
| 2101- PR22 | Proposed Second Floor Plan |
| 2101- PR23 | Proposed Front Elevation |
| 2101- PR24 | Proposed Flank Elevation |
| 2101- PR25 | Proposed Rear Elevation |
| 2101- PR26 | Proposed Section A-A |

Existing Site & Building Context

The existing house is of a semi-detached form, and such is located within the Redington & Froyal Conservation Area.

The house sits within a mixed context environment and the street setting is of a designated format, that has evolved over the years, after many decades of moderate historic development and associated alterations.

The house has the benefit of a reasonable rear garden.

Such is the width of the house, plus that of an access alley to one side, and the depth of the garden varies due to an angled rear boundary condition.

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The sloping rear boundary provides varied depth dimensions, so we reference the central (average) point for dimensions.

From the current rear extended area to the central point of the boundary it is 8.5m.

From the main house rear elevation, it is 13.5m to the same point of the rear boundary.

The traditional building form is set over three storeys, with its sleeping accommodation set at the upper floors.

A moderate loft is also in place.

The building retains much of its original architectural and building language, internally and from an external perspective.

Internally, the house has been modified and updated, but to a minimal level which maintains historic fabric.

The house currently has six bedrooms, two bathrooms, and two reception spaces, along with separate kitchen and utility facilities. The house also has a ground floor WC cloakroom, which is aside the main entrance hall.

The house has a generous front garden, and does not have any off street parking provisions.

The proposals within this application set out to extend at the rear, and modify the internal layout in certain areas.

There is also the request to make changes to the rear elevation at first floor level, where improvements can be applied respectfully.

In undertaking the changes, the existing ground floor slab at the rear of the house is set to be renewed, so that a fully insulated slab can exist with underfloor heating.

Neighbour Interaction & Consideration

As part of the design process, the applicant has introduced the project details to the neighbours.

The design of the scheme has been created with the deliberate wish to avoid any interruption or disturbance to the boundaries being the Party Walls in each case.

Before any internal works actually take place, a Party Wall Award situation is to be instigated.

Planning History

The house sits as a single-family dwelling in a semi-detached format, within the Redington & Froggnal Conservation Area.

The house looks to have had some minor alterations over the distant years, yet there are no recorded planning applications for change, registered within the Camden Planning Records.

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There are two registered application for tree pruning works within the rear garden, and these are listed as 2014/4210/T and 2020/2985/T, which both received consent by No Objection.

Pre Application Planning Advice

The design proposals that are being put forward in this application have been derived after seeking pre application planning advice.

Such has been received from Matthew Dempsey and such was issued on 28th July 2021.

Below is the advice that was emailed in response to the application.

Ref: 2021/2390/PRE - 21 Hollycroft Avenue.

Further to my e-mail earlier today, please find my pre-app advice below in relation to each aspect of your enquiry:

- *Construct a ground floor, rear facing extension, positioned off the rear of the existing living room and within a recessed area where a patio is located.*
- *Make new connections from this new space, into the kitchen and dining area, located within the existing footprint.*
- *Make alterations to the rear elevations at ground floor at the newly formed dining space.*
- *And Parking.*

Please note I have based this advice from our policy documentation which can be viewed online here:
[Planning and building development - Camden Council](#)

Design:
[086b8201-aa57-c45f-178e-b3e18a576d5e \(camden.gov.uk\)](#)

Amenity:
[1 \(camden.gov.uk\)](#)

Home improvements CPG
[599e6974-0998-3259-ab90-03d89aef251b \(camden.gov.uk\)](#)

Transport CPG
[ac4da461-7642-d092-d989-6c876be75414 \(camden.gov.uk\)](#)

Biodiversity:
[1 \(camden.gov.uk\)](#)

Trees:
[985e3c70-d9a5-6ded-a5a3-3c84616f254d \(camden.gov.uk\)](#)

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Redington Frognaal CA statement
[e20d341b-d926-f976-6b73-8facf18f5768 \(camden.gov.uk\)](https://www.camden.gov.uk/e20d341b-d926-f976-6b73-8facf18f5768)

Pre-app Proposal: “*The development of a ground floor extension, and minor rear elevation changes. Also seeking some advice and guidance on whether an off-street parking space can be provided to serve the owner's electric vehicle.*”

- Construct a ground floor, rear facing extension, positioned off the rear of the existing living room and within a recessed area where a patio is located.

This extension appears to be acceptable in terms of scale, given its recessed position and accounting for the neighbouring arrangement. It would be preferable if the proposed fenestration to the ground floor rear matched the existing & upper floor in terms of maximum width of the opening, and also the fan light/ glazing bar detailing would be preferred to match.

The proposed ground floor rear fenestration would benefit from fanlight detailing to match the existing.

Advice – Broadly acceptable subject to details.

- Make new connections from this new space, into the kitchen and dining area, located within the existing footprint.

Internal alterations are not a particular concern, however I would note that it is not possible to judge the amount of excavation which may be required to achieve level access to outside spaces, and so I would advise that any significant removal of soil/ material would require a scoping opinion with regards to the impact of such a proposal.

From the photos provided, it would not appear as there are any trees in the vicinity of the proposals, but we would expect adequate tree protection measures in place in order to carry out any works in close proximity to trees on site or on adjacent sites.

Advice – Please be aware of potential impacts, and provide details as necessary.

- Make alterations to the rear elevations at ground floor at the newly formed dining space.

At the rear elevation, the new windows at first floor level are not fully understood with regards to the material treatment between ground and first floor, nevertheless it would appear to be broadly acceptable.

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The alteration to create a flat roof is considered to be broadly acceptable, but the detailing is of concern. The parapet would benefit for a distinct capstone to surround it. It would also be of biodiversity benefit to provide this with a green roof.

The proposed new window at first floor as shown on section A-A appear overly large in this position, please consider revising this.

Advice – Broadly acceptable subject to details.

- Parking:

The creation of an off street parking space would not be supported here. We would encourage the owner/ occupier to maintain the mature hedge to the front boundary which is pleasing in appearance and for its biodiversity benefits. For the avoidance of doubt, I would also encourage any neighbouring properties to plant similar hedging with low brick walls to their boundary treatments.

The Redington Frogna Conservation Area Statement states, with regards to boundary treatments; low brick walls and hedges are elements of the street scape which make a positive contribution to the area, therefore we would not support any loss here.

We would also not support the loss of trees to enable the works as proposed.

Advice – No to the parking space/ cross over/ loss of boundary treatment/ loss of tree(s).

Should you have any queries, please let me know? Thank you.

Kind regards,
Matthew

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Matthew Dempsey
Planning Technician

Telephone: 0207 974 3862

Having received the advice above, the applicant has withdrawn any requests for off street parking within the front garden area.

We and the applicant have also taken into consideration the other advice on fenestration treatment, and have formed revised proposals that we feel can be seen as supportable.

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Proposals & Materials

The proposals under this submission are as follows.

Main House Extension & Alterations

- Construct a ground floor, rear facing extension, positioned off the rear of the existing Living Room 2 and within a recessed area where a patio is located. This is identified as a Conservatory due to the glazed roof plane.
- Make a new connection from this new space, into the re-organised Kitchen, located within the existing footprint.
- Make alterations to the rear elevations at ground floor at the newly formed Dining space.
- Externally, drop the ground level adjacent to the Dining space in order to form a new external relationship.
- At first floor level, make minor alterations to the roof condition and window elements at the rear most point, which forms part of the Bedroom 2 arrangement.
- Also at first floor, make minor internal changes to connect the Master Bedroom to the new Dressing Room, and adjust divisions adjacent to the stair hall to improve Bathroom facilities.
- At the second floor level, replace some of the windows to comply with the former language, and make minor internal partition alterations to improve the spaces.
- At this floor level we also propose to partially remove the floor deck, over the first floor En suite Bathroom in order to create a pitched open ceiling void above the free-standing bath. Elements of the primary floor beams will be retained here and decorated to enhance the historic aesthetic.

Front Elevation

- We are not proposing any alterations to the front elevation and fenestration under this application.

Rear Elevation & Flanks

- We are proposing to make alterations to the rear elevation and part of the resultant flanks at the rear of the house. The changes are minor and we refer to this work in the following section.

Design & Formation

Ground Floor Rear Extension

The proposal for the extension is to form a new conservatory space at the patio area, just outside the existing dining room.

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In doing so, a small former bay extension and mono-pitch roof will be removed first, and the door and glazing details from here will be used as reference for new and revised glazing within the works.

The extension will be about a similar extension that exists at 23 Hollycroft Avenue, but it will not project rearward as far as this condition.

The new extension will be modest, and it shall have a flat glazed roof light.

A new set of timber doors will be detailed to fully open to the section of patio that is retained.

The patio area will be subject to revised levels that will come from the re-worked external ground levels within the rear garden area.

These areas will remain connected to the side pathway that is beside the boundary with 19 Hollycroft Avenue.

The external elevation of this construction will be of masonry, with an applied render, smooth in finish and painted white.

The external wall will be capped by a slim, coping/trim detail.

Any areas of newly exposed facing brickwork after removing the mono-pitch roof will be cleaned and re-pointed so as to blend with the existing brickwork in this area.

Ground Floor Alterations at Existing Building & Elevations

At the side facing external elevation that is shown on drawings marked as 'Section A-A', the first floor external walls are to have the pebble dash render surface removed.

The original brickwork will then be repaired and renovated with a fresh pointing applied after the works.

The existing surface mounted pipework, if still relevant, will be retained and such will be encased at the ground floor area. Strategies for access in respect of maintenance will be provided.

To the very rear, and at the ground floor area, a new glazed screen is to be placed that will allow views out from the newly located Dining space.

On the left hand side of the plan and within the existing footprint of the building, internal alterations will provide a new split level Kitchen and Dining arrangement.

As well as the side facing screen, there is a new opening glazed screen, that will work in harmony with the new one provided at the conservatory.

By lowering the external ground condition at this point, a new small patio area is to be formed directly outside the new Dining space.

An opening is then formed within the flank wall facing the new Conservatory, that will allow access direct from the dining space.

An existing small window, also in this wall, will be removed and the wall will be infilled.

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First Floor Alterations & Elevations

At the first floor, and above the newly located Dining space, there is a request to slightly alter the existing roof line.

Such is to remove the mono pitch detail and then form a flat roof, much alike the corresponding condition at 23 Hollycroft Avenue.

Here an awkward looking mono-pitch arrangement is to be removed, and a flat roof, set behind a miniature parapet is to be formed.

This detail is not to be as high as that at No23, as in their case, such conceals and supports a balcony arrangement.

The proposal in this instance is to provide only that of a concealed flat roof area. We propose that a small sedum bed is applied to this roof area. We also confirm that a detailed parapet details is now applied to the brickwork at the elevation.

Along with this change, and the move to have the external walls finished in matching brickwork, there is also the wish to form a new glazed window detail that extends upward from the opening screen at ground floor.

Timber panels and framing will form a double height glazing frame detail, which is again surrounded in reformed facing brickwork.

We also propose a very modest window at the flank facing the Conservatory, that will match an existing window.

Second Floor Elevations

At the second floor, and above the new double height glazed screen, there is a request to change the detail of the existing window casement.

This is so that it matches, and is aligned with the language of the remainder of the windows across the elevations.

Such will be formed in timber, and will be painted so as to match the other conditions.

Trees & Planting

The locality of the works, and therefore the physical site of the works, does not have any mature, or non-mature tree planting.

The surround area is also free of any planting or species that would be relevant in this situation.

The formation of the extension foundations requested under this application do not generate any condition relative to trees that would require assessment and appraisal in relation to Root Protection Areas.

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Access

The property has a front door access via the deep front garden, which has pedestrian access directly off the public highway.

Such is set within the front elevation of the property.

The property has a rear access to its private rear garden, directly off the accommodation at the rear elevation, and at the side passage way.

The proposals in this application do not affect the principles of the existing access arrangements at the property.

A new extension is being placed that will provide garden access, and also a new access will be via the new Dining space. The side access will be maintained.

The existing refuse arrangements will be maintained and unaffected.

The refuse will be taken to the back of pavement line on the arranged collection times as per the existing format.

The application does not set out to affect or deviate from the current access arrangements to the given property.

Conclusion

The design proposals in this application look to form a minor ground floor rear extension, and then work within the confines of the existing building.

They also seek to refine the fenestration at the rear elevation and develop a new 'unified' aesthetic, which is fitting to both the building and the architectural language of the Conservation Area.

They seek to make moderate physical alterations to the internal rooms layouts and the front elevation is void of alteration and change.

We have taken into consideration the comments received under the pre-application process and we have adjusted the proposals accordingly.

The works are very limited, yet they serve to improve the usability and appearance of the building. We see the alterations and having a positive affect on the living conditions of the applicant, and we feel that the adapted accommodation stands to serve the user at a vastly superior level.

We therefore ask The London Borough of Camden to support the described proposals in this submission and provide Planning & Conservation Area Consent under the Town & Country Planning Act.

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