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

## Application for Listed Building Consent for alterations, extension or demolition of a listed building

### Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

#### 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.

### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

31a Shop And Premises At Basement And Ground Floor Front

Address Line 1

Highgate High Street

Address Line 2

Address Line 3

Camden

Town/city

London

Postcode

N6 5JT

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

Easting (x)

528490

Northing (y)

187361

Description

## Applicant Details

### Name/Company

Title

Miss

First name

Emma

Surname

Lincoln

Company Name

Emma Lincoln Podiatry Ltd

### Address

Address line 1

31 Edmunds Walk

Address line 2

Address line 3

Town/City

London

Country

United Kingdom

Postcode

N2 0HU

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

### Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

1. Non-invasive, internal stud partition walls x2 to create a small waiting room. This will not affect any of the existing fabric.
2. Replacement of existing toilet and sink which are in a state of disrepair
3. Installation of new kitchen sink in the basement to create a small kitchenette area
4. Frosted film applied to bay window shop front to just above eye level to maintain patient privacy
5. Make alterations to existing staircase to include forming a new enter point to staircase and extending floor to allow forming a square corner to surgery room for safety and new door opening/fire check onto new stair location
6. Alterations to existing timber landing and forming of three new stair turns re-joining the remainder of existing staircase
7. Plasterboard over existing fireplace on shop level. Fireplace will not be removed or damaged
8. Plasterboarding back wall of clinic room
9. Installation of hot water unit/heater (property currently without hot water supply)
10. Installation of wall mounted heaters
11. Replacement of existing toilet door due to disrepair
12. Replacement of electrical cupboard door due to disrepair
13. Installation of new door within existing archway to basement office area at base of staircase
14. Replacement Chubb door lock for front entrance door which is no longer functioning properly
15. Dropped ceiling panel to incorporate spot lights in treatment room. Form level platform, hung from existing ceiling with concealed LED strip lighting and approx eight down lights
16. Installation of discreet front door entry system to allow patients to be buzzed into the building from the treatment room
17. New engineered flooring to be added on top of original flooring to waiting room, treatment room, basement floor and bathroom floor
18. Installation of two concealed air ducts for air circulation
19. Installation of new skirting where possible to match new architraves
20. All walls to be painted white throughout
21. External shop front and door to be painted in a dark olive green in keeping with other shops on Highgate High Street

Has the development or work already been started without consent?

- ☐ Yes  
☒ No

## Listed Building Grading

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

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

Is it an ecclesiastical building?

- ☐ Don't know  
☐ Yes  
☒ No

## Demolition of Listed Building

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

- ☐ Yes  
☒ No

## Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☐ Yes  
☒ No

## Immunity from Listing

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

- ☐ Yes  
☒ No

## Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☐ Yes  
☒ No

## 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

**Type:**

External walls

**Existing materials and finishes:**

Shop front currently painted light pastel green with matte finish

**Proposed materials and finishes:**

Shop front to be painted dark olive green with matte finish Business name (Emma Lincoln Podiatry) to be painted in a matte dark gold colour across middle panel of shop signage. To be completed by a professional sign painter and in the same font as business website. Font is Minerva Modern.

**Type:**

Windows

**Existing materials and finishes:**

Shop front bay window currently clear

**Proposed materials and finishes:**

Proposing adding a discreet frosted film to the inside of the bay window to ensure privacy in the treatment room

**Type:**

Internal walls

**Existing materials and finishes:**

No internal walls currently exist in this area of the shop

**Proposed materials and finishes:**

Installation of x2 MDF stud walls to create a small waiting room area. To be painted white like the rest of the waiting room/clinic space

**Type:**

Chimney

**Existing materials and finishes:**

Chimney brickwork currently painted

**Proposed materials and finishes:**

Chimney and fireplace to be plaster boarded over for smoother cleaner decoration. All can be removed at end of lease. Fireplace will not be touched or removed. Plasterboard to be painted matte white.

**Type:**

Floors

**Existing materials and finishes:**

Shop level: Light grey limited wooden floor Basement: Tired and worn out carpet

**Proposed materials and finishes:**

Engineered flooring in an off white matte finish to be installed on top of original flooring throughout reception, treatment room and basement.

**Type:**

Internal doors

**Existing materials and finishes:**

Tired old wooden white doors to bathroom and electrical storage unit area

**Proposed materials and finishes:**

Replace with new wooden fireproof doors and to be painted matte white

**Type:**

Lighting

**Existing materials and finishes:**

One light socket in middle of shop ceiling currently with old light fittings. One central light in basement ceiling

**Proposed materials and finishes:**

Form platform level, hung from existing ceiling made from plasterboard with raise edge, incorporating a concealed LED strip lighting and approx eight downlights. Replacement of light fitting in basement

**Type:**

External doors

**Existing materials and finishes:**

Currently painted pastel matte green. Glass on door currently plain

**Proposed materials and finishes:**

To be painted dark olive green with matte finish to match the rest of the external shop front wood work/frame. Opening times, telephone number etc to be discreetly added to glass in a matte gold or white finish

**Type:**

Other

**Other (please specify):**

Stairs

**Existing materials and finishes:**

Wooden stairs

**Proposed materials and finishes:**

Make alterations to existing staircase to include forming a new enter point to staircase and extending floor to allow forming a square corner to surgery room and inserting new door opening/fire check onto new stair location. This will seal off the treatment room to the basement level. New stairs to be made from wood and shaped in the same way to match existing stairs and all painted the same colour, most likely white. Alterations to existing timber landing to form three new stair turns re-joining the remainder of the exiting staircase.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

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

Existing plans Ref: 00

Proposed plans Ref: 01

## Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

☒ Yes

☐ No

If Yes, please provide details

The potential landlord lives above the shop and is happy for me to carry out any works on the property as long as they are approved. Landlord is Ben Schott and lives at 31 Highgate High Street, N6 5JT.

## 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

## Pre-application Advice

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

- ☐ Yes
- ☒ No

## 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.

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?

- ☐ Yes
- ☒ No

## Ownership Certificates

### Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- ☐ Yes
- ☒ No

If No, can you give appropriate notice to all the other owners?

- ☒ Yes
- ☐ No

### Certificate Of Ownership - Certificate B

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 (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which this application relates.

**Name of Owner:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:****Number:**

31

**Suffix:****Address line 1:**

Highgate High Street

**Address Line 2:****Town/City:**

London

**Postcode:**

N6 5JT

**Date notice served (DD/MM/YYYY):**

26/03/2022

**Person Family Name:**

## Person Role

- ☒ The Applicant  
☐ The Agent

## Title

Miss

## First Name

Emma

## Surname

Lincoln

## Declaration Date

26/03/2022

☒ Declaration made**Declaration**

I / We hereby apply for Listed building consent as described in this form and 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 options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

## Signed

Emma Lincoln



Date

28/03/2022