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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	<input type="text" value="88"/>
Suffix	<input type="text"/>
Property Name	<input type="text" value="Swiss Cottage Library"/>
Address Line 1	<input type="text" value="Avenue Road"/>
Address Line 2	<input type="text"/>
Address Line 3	<input type="text" value="Camden"/>
Town/city	<input type="text" value="London"/>
Postcode	<input type="text" value="NW3 3HA"/>

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

Easting (x)	Northing (y)
<input type="text" value="526779"/>	<input type="text" value="184180"/>
Description	<input type="text"/>

## Applicant Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

## Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

### Contact Details

Primary number

Secondary number

Fax number

Email address

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## Description of Proposed Works

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

Application in relation to need for investigation to determine extent of concrete defects to concrete fins and frame connections, scope of intrusive works and associated repairs to be determined following phase 1, non-intrusive works.

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

If Yes, please describe and include the planning application reference number(s), if known

2021/4889/L & 2021/5034/P: External works including installation of replacement double glazed windows on elevations and in roof lights, air source heat pumps and air recovery units on roof (See 2021/4889/L for details of associated internal alterations to Listed building)

2022/2478/L: Details of sectional details of roof alterations required by condition 4 of listed building consent dated 28/3/22 (2021/4889/L) for external works including replacement windows, roof lights and new air source heat pumps and air recovery units on roof.

## 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

**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).

Design Access Statement, Heritage Impact Statement, Condition Survey, Investigation Method, Investigation Clarification, Location Plan

## 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:**

Concrete

**Proposed materials and finishes:**

Repair grout to be agreed

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

Design Access Statement, Heritage Impact Statement, Condition Survey, Investigation Method and Clarification note (for information, 5146598-ATK-Z1-PL-B-1001 Rev 1

## Neighbour and Community Consultation

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

☐ Yes

☒ No

## 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

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

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

First Name

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

Surname

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

Reference

By email

Date (must be pre-application submission)

02/08/2022

Details of the pre-application advice received

Query: I note that the structural engineer has set out a survey specification which includes some non-intrusive and some following intrusive items (number not known until completion of stage 1 review) which may determine whether application required or not. Given the nature of decay and the fact that there is some concern on the stability of parts of the concrete fin elements/framing fixings it may be useful to proceed as efficiently as is practical therefore rather than await the outcome of stage 1 investigation and then find we are submitting an application for listed building consent for next stage which will require the normal 8-10 weeks to process I am inclined to suggest that we lodge an application with the information we have available at this point. Naturally this would be on the basis that further work of intrusive investigation would be advised and agreed prior to works being undertaken thereby requiring the approval of an appropriate protocol and methodology? This may enable us to complete investigations/making good before we get into the winter months which will see further deterioration.

This approach would be similar to works to a heritage asset e.g. stone or timber repairs not known until close inspection undertaken by the erection of scaffold which in itself requires a prior application. In this instance, we would walk the scaffold, complete a review/report and then invite the conservation team to sign off/monitor as works progress.

Response: Alan Wito

Your suggestion of submitting an application is sensible as the works Richard describes in his e-mail from earlier in the month sound like they require consent.

## 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

### Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant 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 the application relates.

Person Role

- ☐ The Applicant
- ☒ The Agent

Title

Mr

First Name

Howard

Surname

Thomas

Declaration Date

19/08/2022

☒ 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

Howard Thomas

Date

19/08/2022