

Application for Planning Permission; Listed Building Consent for alterations, extension or
demolition of a listed building

Town and Country Planning Act 1990 (as amended); 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

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x)

Northing (y)

Description

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

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - 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.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s)

Planning and listed building application for conversion of an existing fire exit on the western side of the building into a new entrance, including reinstatement of an existing window, and creation of screening and signage, internal modifications to this double height entrance area to create space for a platform lift, and internal modifications to the first floor area to create an accessible toilet, and link the lift and new entrance through to the main corridor of The Waldegrave Suite.

Has the development or work already been started without consent?

- Yes
 No

Site information

Please note: This question is specific to applications within the Greater London area.

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Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered"

Title Number:
TGL268363

Energy Performance Certificate Number

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

- Yes
 No

Public/Private Ownership

What is the current ownership status of the site?

- Public
 Private
 Mixed

Further information about the Proposed Development

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Are the proposals eligible for the 'Fast Track Route' based on the affordable housing threshold and other criteria?

- Yes
 No

Do the proposals cover the whole existing building(s)?

- Yes
 No

Where proposals only affect part(s) of building(s), please provide details (e.g. 'Rear Ground Floor', 'Unit 1 - 1st-3rd Floor')

Ground Floor western entrance area and First Floor corridor through to Billiard Room

Current lead Registered Social Landlord (RSL)

If the proposal includes affordable housing, has a Registered Social Landlord been confirmed?

If the proposal does not include affordable housing, select 'No'.

- Yes
 No

Details of building(s)

Please add details for each new separate building(s) being proposed (all fields must be completed). Please only include existing building(s) if they are increasing in height as part of the proposal.

Building reference:

n/a

Maximum height (Metres):

0

Number of storeys:

0

Loss of garden land

Will the proposal result in the loss of any residential garden land?

- Yes
 No

Projected cost of works

Please provide the estimated total cost of the proposal

Up to £2m

Vacant Building Credit

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Does the proposed development qualify for the vacant building credit?

Yes

No

Superseded consents

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Does this proposal supersede any existing consent(s)?

Yes

No

Development Dates

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Please add the expected commencement and completion dates for all phases of the proposed development. If the entire development is to be completed in a single phase, state in the 'Phase Detail' that it covers the 'Entire Development'.

Phase Detail:

Entire Development

When are the building works expected to commence?:

2022-08

When are the building works expected to be complete?:

2022-10

Scheme and Developer Information

Please note: This question is specific to applications within the Greater London area.

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Scheme Name

Does the scheme have a name?

- Yes
 No

Developer Information

Has a lead developer been assigned?

- 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

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building

- Yes
 No

b) Demolition of a building within the curtilage of the listed building

- Yes
 No

c) Demolition of a part of the listed building

- Yes
 No

If the answer to c) is Yes

What is the total volume of the listed building?

7203.00	Cubic metres
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What is the volume of the part to be demolished?

12.00	Cubic metres
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What was the date (approximately) of the erection of the part to be removed?

Month

January

Year

1950

(Date must be pre-application submission)

Please provide a brief description of the building or part of the building you are proposing to demolish

Internal partitions and fabric of various ages, predominantly mid 20th Century
--

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

The purpose of the works proposed is to improve accessibility to the building.
--

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).

Please see attached Existing and Proposed drawings, Design and Access Statement and Structural Impact Assessment

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:

Windows

Existing materials and finishes:

Painted hardwood timber frame windows

Proposed materials and finishes:

Painted hardwood timber frame window

Type:

External doors

Existing materials and finishes:

Painted fire escape door

Proposed materials and finishes:

Replacement with new hardwood fully glazed entrance door and frame

Type:

Ceilings

Existing materials and finishes:

Modern suspended tile ceiling in entrance hallway

Proposed materials and finishes:

New ceiling in entrance hallway at higher level than existing modern suspended ceiling, formed using timber framework and plasterboard.

Type:

Internal walls

Existing materials and finishes:

Various masonry and timber stud walls lined with plasterboard

Proposed materials and finishes:

Various masonry and timber stud walls lined with plasterboard

Type:

Internal doors

Existing materials and finishes:

Panelled job door to Billiard Room Other doors are generally painted timber

Proposed materials and finishes:

Replacement panelled jib door to Billiard Room to match existing, but larger in size Other doors to be painted timber to match existing

Type:

Other

Other (please specify):

Lift

Existing materials and finishes:

n/a

Proposed materials and finishes:

New platform lift constructed in painted steel and glass enclosure

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

Please see attached Existing and Proposed drawings and Design and Access Statement

Site Area

What is the measurement of the site area? (numeric characters only).

13.00

Unit

Hectares

Existing Use

Please describe the current use of the site

University

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

Existing and Proposed Uses

Please note: This question contains additional requirements specific to applications within the Greater London area.

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Please add details of the Gross Internal Area (GIA) for all current uses and how this will change based on the proposed development. Details of the floor area for any proposed new uses should also be added.

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these, select 'Other' and specify the use where prompted. [View further information on Use Classes](#). Multiple 'Other' options can be added to cover each individual use.

Use Class:

D1 - Non-residential institutions

Existing gross internal floor area (square metres):

40000

Gross internal floor area lost (including by change of use) (square metres):

0

Gross internal floor area gained (including change of use) (square metres):

0

**Total Existing gross internal
floorspace (square metres)**

40000

**Gross internal floor area lost (including by
change of use) (square metres)**

0

**Gross internal floor area gained (including
change of use) (square metres)**

0

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

Vehicle Parking

Please note: This question contains additional requirements specific to applications within Greater London.

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Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes
 No

Electric vehicle charging points

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Do the proposals include electric vehicle charging points and/or hydrogen refuelling facilities?

- Yes
 No

Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer
 Septic tank
 Package treatment plant
 Cess pit
 Other
 Unknown

Are you proposing to connect to the existing drainage system?

- Yes
 No
 Unknown

Water management

Please note: This question is specific to applications within the Greater London area.

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Please state the expected percentage reduction of surface water discharge (for a 1 in 100-year rainfall event) from the proposal

0	percent
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Are Green Sustainable Drainage Systems (SuDS) incorporated into the drainage design for the proposal?

- Yes
 No

Please state the expected internal residential water usage of the proposal

0.00	litres per person per day
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Does the proposal include the harvesting of rainfall?

- Yes
 No

Does the proposal include re-use of grey water?

- Yes
 No

Assessment of Flood Risk

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes
 No

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

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 the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The 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'.

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

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Open and Protected Space

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Open Space

Will the proposed development result in the loss, gain or change of use of any open space?

- Yes
 No

Protected Space

Will the proposed development result in the loss, gain or change of use of a site protected with a nature designation?

- Yes
 No

Waste and recycling provision

Please note: This question contains additional requirements specific to applications within the Greater London area. The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Does every unit in this proposal (residential and non-residential) have dedicated internal and external storage space for dry recycling, food waste and residual waste?

- Yes
 No

Residential Units

Please notes: This question contains additional requirements specific to applications within Greater London.

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Residential Units to be lost

Does this proposal involve the loss or replacement of any self-contained residential units or student accommodation (including those being rebuilt)?

- Yes
 No

Residential Units to be added

Does this proposal involve the addition of any self-contained residential units or student accommodation (including those being rebuilt)?

- Yes
 No

Non-Permanent Dwellings

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Does this proposal involve the loss or gain of any non-permanent dwellings? Note that this covers any non-permanent dwellings if used as main residence (e.g. caravans, mobile homes, converted railway carriages), traveller pitches/plots or houseboat moorings.

- Yes
 No

Other Residential Accommodation

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Does this proposal involve the loss or gain of any other residential accommodation? Note that this covers all other permanent residential accommodation that is outside of Use Classes C3 and C4 (apart from student accommodation), including rooms that are specifically provided for older persons.

- Yes
 No

Utilities

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Water and gas connections

Number of new water connections required

Number of new gas connections required

Fire safety

Is a fire suppression system proposed?

- Yes
 No

Internet connections

Number of residential units to be served by full fibre internet connections

Number of non-residential units to be served by full fibre internet connections

Mobile networks

Has consultation with mobile network operators been carried out?

- Yes
 No

Environmental Impacts**Please note:** This question is specific to applications within the Greater London area.The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).[View more information on the collection of this additional data and assistance with providing an accurate response.](#)**Community energy**

Will the proposal provide any on-site community-owned energy generation?

- Yes
 No

Heat pumps

Will the proposal provide any heat pumps?

- Yes
 No

Solar energy

Does the proposal include solar energy of any kind?

- Yes
 No

Passive cooling units

Number of proposed residential units with passive cooling

Emissions

NOx total annual emissions (Kilograms)

Particulate matter (PM) total annual emissions (Kilograms)

Greenhouse gas emission reductions

Are the on-site Green House Gas emission reductions at least 35% above those set out in Part L of Building Regulations 2013?

- Yes
 No

Green Roof

Proposed area of 'Green Roof' to be added (Square metres)

Urban Greening Factor

Please enter the Urban Greening Factor score

Residential units with electrical heating

Number of proposed residential units with electrical heating

Reused/Recycled materials

Percentage of demolition/construction material to be reused/recycled

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- Yes
 No

Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes
 No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes
 No

Is the proposal for a waste management development?

- Yes
 No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes
 No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- 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

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 and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & 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

Is any of the land to which the application relates part of an Agricultural Holding?

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* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

The Applicant

The Agent

Title

First Name

Surname

Declaration Date

Declaration made

Declaration

I / We hereby apply for Full planning & 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

Date