

Application for listed building consent for alterations, extension or demolition of a listed building.

Planning (Listed Buildings and Conservation Areas) Act 1990

**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.

**1. Site Address**

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

**2. Applicant Details**

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

Town/city

## 2. Applicant Details

Country

Postcode

Are you an agent acting on behalf of the applicant?  Yes  No

Primary number

Secondary number

Fax number

Email address

## 3. Agent Details

No Agent details were submitted for this application

## 4. Description of Proposed Works

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

Replacement of 3no. windows to first floor, repairs to the roof and render, demolition of existing front garden wall and erection of replacement stone wall, refurbishment of front porch, replacement of cellar ventilation cover with structural glass cover, replacement rear outbuilding asbestos roof with zinc roof and internal partition to existing rear extension to create a WC.

Has the development or work already been started without consent?  Yes  No

## 5. 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

## 6. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?  Yes  No

## 7. Related Proposals

Are there any current applications, previous proposals or demolitions for the site?  Yes  No

## 8. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?  Yes  No

## 9. Listed Building Alterations

Do the proposed works include alterations to a listed building?  Yes  No

## 10. 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**

Please add materials by using the dropdown list to select the type, clicking 'Add' and entering all the details in the popup box

Type	Existing materials and finishes	Proposed materials and finishes
Roof covering	Red clay roof tiles	The same red clay roof tiles (any missing ones replaced by like for like red clay tiles )
Windows	Wooden single glazed cottage dormer window casements and frames	Like for like hand made wooden single glazed cottage dormer window casements and frames
External Walls	Concrete block low wall (front)	Traditional stone low wall (to match walls on neighbouring properties)

Are you submitting 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

See attached Heritage, Design and Access statement for further details

## 11. Neighbour and Community Consultation

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

Yes  No

If Yes, please provide details:

My neighbours in my cul-de-sac area of The Croft strongly support this application as it will improve the safety and character of not just my house but of our part of The Croft as well.

## 12. 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

## 13. 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

First name

Surname

Reference

Date (Must be pre-application submission)

Details of the pre-application advice received

A draft Heritage, Design and Access Statement for this Listed Building Consent application was sent to and acknowledged by OCC Planning Services on 25

### 13. Pre-application Advice

February 2021. On the same day I paid £165 for pre-application advice (a meeting and a report). Since then, no one has contacted me from OCC Planning Services (other than acknowledging my pre-application - OCC 21/00507/LBPAC) so I have continued to consult with various individuals (e.g. project managers and specialist tradesmen with detailed knowledge and experience of Listed buildings renovation and alterations in Old Headington) in order to update my original Heritage, Design and Access Statement. Since the submission of my draft Heritage, Design and Access Statement on 25 February 2021, I have made alterations to this statement to ensure that my application maintains or improves the character of 9 The Croft as best as possible. For example, I am not submitting for double-glazed first floor cottage window replacements but hand-made single-glazed like-for-like replacements instead.

I have had to proceed with this application as time is running out to get the hand-made casements/frames constructed and specialist roofer booked in before Autumn. There is also a safety consideration - dangers to not just myself but the public as well, e.g. falling roof tiles into the street, a crumbling wall that presents a trip hazard and water seeping into bedrooms through the roof and rotted windows.

### 14. 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.

Yes  No

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?

### 15. Certificates

**CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Certificate under Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

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

First name

Surname

Declaration date (DD/MM/YYYY)

Declaration made

### 16. Declaration

I/we hereby apply for planning permission/consent as described in this form and the 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 opinions of the person(s) giving them.

Date (cannot be pre-application)