

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

Town and Country Planning Act 1990

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	18
Suffix	
Property name	
Address line 1	South Street
Address line 2	
Address line 3	
Town/city	Manningtree
Postcode	CO11 1BB

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

Easting (x)	610657
Northing (y)	231830

Description

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2. Applicant Details

Title	
First name	Steve
Surname	Tattam
Company name	Wynyl Ltd
Address line 1	16 South Street
Address line 2	Manningtree
Address line 3	
Town/city	Manningtree

2. Applicant Details

Country

United Kingdom

Postcode

CO11 1BB

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 the Proposal

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

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.

Change of use of a listed building from C3 residential dwelling to class E.
There are no physical alterations to be made to the structure purely change of use.
The flat at no 18 is adjoining to my current business - "Wynyl", based at number 16 South Street Manningtree CO11 1BB. Number 18 was converted from retail to residential in 2009 and has a kitchen and bathroom adjoining the main ground floor plus a basement "cellar" space.
The landlord for 16 changed last year and is now the same (M.J.M) for both properties and has offered to us as an opportunity to expand the business. We would like use the property at 18 to help recoup some of the loss from this past 18 months of covid restrictions.
-The property at 18 has a cellar, so we will be using that for wine storage, freeing up floor space at 16.
-The daytime operation 9am-5pm for the ground floor would be office space to rent. With many people working from home, there is a need for a professional office space to meet clients or hold confidential calls, zoom without the distraction of home life.
-In the early evening from 6pm to (approximately) 9pm we plan to use the space for private events and a social space to meet friends. We have been holding private "closed shop" events in Wynyl (as restrictions allowed) as we can't use our "on" licence during the day, due to track & trace and the limit on numbers mixing, and these have been very popular and successful.
We would like to be able to continue to offer this, as we are able to open up "as normal" at number 16 (without restrictions and limit on numbers).

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. Immunity from Listing

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

☐ Yes ☒ No

8. Listed Building Alterations

Do the proposed works include alterations to a listed building?

☐ Yes ☒ No

9. Materials

Does the proposed development require any materials to be used?

☐ Yes ☒ No

10. Site Area

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

12.00

Unit

Sq. metres

11. Existing Use

Please describe the current use of the site

Residential - listed as a bedsit with basement, kitchen and bathroom street access.

Is the site currently vacant?

☒ Yes ☐ No

If Yes, please describe the last use of the site

Residential

When did this use end
(if known)?
DD/MM/YYYY

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

12. 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

13. Vehicle Parking

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

☐ Yes ☒ No

14. 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

15. 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

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.

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

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

17. 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

18. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

☐ Yes ☒ No

Have arrangements been made for the separate storage and collection of recyclable waste?

☒ Yes ☐ No

If Yes, please provide details:

The business at 16 Winyl is a local "plastic free champion" and we recycle all materials glass, paper and packaging from the existing business and will continue

18. Waste Storage and Collection

to do so with any waste generated from the new proposed activities at 18 via internal separated bins

19. Residential/Dwelling Units

Please note: This question has been updated to include the latest information requirements specified by government. Applications created before 23 May 2020 will not have been updated, please read the 'Help' to see details of how to workaround this issue.

Does your proposal include the gain, loss or change of use of residential units? ☐ Yes ☒ No

20. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? ☐ Yes ☒ No
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

21. Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees? ☒ Yes ☐ No

Existing Employees

Please complete the following information regarding existing employees:

Full-time	<input type="text" value="1"/>
Part-time	<input type="text" value="0"/>
Total full-time equivalent	<input type="text" value="1.00"/>

Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time	<input type="text" value="0"/>
Part-time	<input type="text" value="1"/>
Total full-time equivalent	<input type="text" value="0.30"/>

22. Hours of Opening

Are Hours of Opening relevant to this proposal? ☒ Yes ☐ No

Please add details of the of the Use Classes and hours of opening for each non-residential use proposed.

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 or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. View further information on Use Classes.

If you do not know the hours of opening, select the Use Class and tick 'Unknown' in the popup box.

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Unknown
B1 (a) - Office (other than A2)	Start Time: 09:00 End Time: 17:00	Start Time: End Time:	Start Time: End Time:	
Other private events space	Start Time: End Time:	Start Time: End Time:	Start Time: End Time:	X

23. Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes? ☐ Yes ☒ No

23. Industrial or Commercial Processes and Machinery

Is the proposal for a waste management development?

☐ Yes ☒ No

If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website

24. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

☐ Yes ☒ No

25. Trade Effluent

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

☐ Yes ☒ No

26. 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

27. 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

I was advised on which class to include in the application to move use from C3 to E and to mention the business as adjoining and associated use. I also called planning team on 30th June at 11.10 to check elevation plans were not required as the forms section said the required forms were met with DAS, location and site plans uploaded

28. 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?

If yes, please provide details of their name, role, and how they are related:

28. Authority Employee/Member

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29. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE B - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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* and/or agricultural tenant** of any part of the land or building to which this application relates; or
- ☐ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

*** 'owner' is a person with a freehold interest or leasehold interest with at least 7 years to run. ** 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.**

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant	
Number	14
Suffix	
House Name	MJM
Address line 1	South Street
Address line 2	
Town/city	Manningtree
Postcode	CO11 1BB
Date notice served (DD/MM/YYYY)	29/06/2021

Person role

- ☒ The applicant
- ☐ The agent

Title	<input type="text"/>
First name	<input type="text" value="Steve"/>
Surname	<input type="text" value="Tattam"/>
Declaration date	<input type="text" value="29/06/2021"/>

☒ Declaration made

30. 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)	<input type="text" value="29/06/2021"/>
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