



Application for Planning Permission.
Town and Country Planning 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

Country

2. Applicant Details

Postcode

Are you an agent acting on behalf of the applicant?

Yes No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

Town/city

Country

Postcode

Primary number

Secondary number

Fax number

Email

4. Site Area

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

Unit

5. 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 any change of use.

5. Description of the Proposal

Direct sales of the pottery have declined over the last ten years. Customers no longer visit the premises to purchase the pottery and the gallery space in the school room is no longer required. Sales are now made through commercial galleries and online channels, although very much reduced. The canteen kitchen/clay shed is no longer used to house the machinery that was needed to prepare the clay and is now surplus to the business. Clay preparation takes place in the workshop which involves less carrying of heavy materials.

The proposed conversion seeks to create a three bedroom home that gives a young family room to grow, whilst respecting the scale and proportions of the original school buildings.

The proposal repurposes part of the existing gallery space, along with the brick-built clay shed, to form the base of the new dwelling. The intention is to convert the clay shed into the living room, whilst opening up an existing doorway into the gallery allows the space to be converted to contain three bedrooms, utilising the existing windows.

The two buildings are linked along the original axis of the covered link by a new single storey extension. The extension maintains a compact design to remain subservient to the two original buildings, with a glazed internal facade to the courtyard, looking south west and creating an intimate family space with a strong connection to the outdoors.

Has the work or change of use already started?

Yes No

6. Existing Use

Please describe the current use of the site

The Pottery in Culmington is owned by Mark and Sarah Griffiths from which Mark has run a successful pottery business for over 30 years. Originally Culmington School when the Griffiths' bought the site much of the play grounds and teaching out buildings remained. They have since repurposed the out buildings as workshops and storage for Mark's pottery whilst developing an extensive garden in the old grounds.

The current site comprises of the main school house which is the family home; a studio/gallery area for the Pottery in the old hall; clay shed and workshop spaces in the old outbuildings and an additional storage shed. The majority of the trees and vegetation on the site were planted by Mark and Sarah, whilst Seifton Brook runs along the its Western edge.

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

7. Materials

Does the proposed development require any materials to be used externally?

Yes No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material):

Walls	
Description of existing materials and finishes (optional):	Ludlow Red Brick
Description of proposed materials and finishes:	Ludlow Red Brick Lime based render Timber Cladding

Roof	
Description of existing materials and finishes (optional):	Traditional Slates Timber shingles
Description of proposed materials and finishes:	Traditional Slates Standing Seam Zinc

Windows	
Description of existing materials and finishes (optional):	Painted Timber

7. Materials

Description of proposed materials and finishes:	High performance aluminum and timber
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Doors	
Description of existing materials and finishes (optional):	Timber
Description of proposed materials and finishes:	Timber

Boundary treatments (e.g. fences, walls)	
Description of existing materials and finishes (optional):	Hedgerows and tress
Description of proposed materials and finishes:	Existing hedgerows and trees

Vehicle access and hard standing	
Description of existing materials and finishes (optional):	Concrete and gravel
Description of proposed materials and finishes:	As existing concrete and grave

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

007_The Pottery_Existing Elevations
 011_The Pottery_Proposed Elevations
 012_The Pottery_Proposed Perspectives
 Design and Access Statement - pages5,6,7 and 9

8. 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

9. Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces? Yes No

Please provide information on the existing and proposed number of on-site parking spaces

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	5	6	1

10. Trees and Hedges

Are there trees or hedges on the proposed development site? Yes No

10. Trees and Hedges

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'.

11. 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

12. 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

13. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains Sewer

Septic Tank

Package Treatment plant

Cess Pit

Other

Unknown

13. Foul Sewage

Are you proposing to connect to the existing drainage system?

Yes No Unknown

14. Waste Storage and Collection

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

Yes No

If Yes, please provide details:

Storage for bins available in existing storage shed.
All waste shall be collected from current location at bottom of driveway on to B4365

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

Yes No

If Yes, please provide details:

Storage for bins available in existing storage shed.
All waste shall be collected from current location at bottom of driveway on to B4365

15. Trade Effluent

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

Yes No

16. 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

Please select the proposed housing categories that are relevant to your proposal.

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

Add 'Self-build and Custom Build - Proposed' residential units

Self-build and Custom Build - Proposed						
	Number of bedrooms					
	1	2	3	4+	Unknown	Total
Houses	0	0	1	0	0	1
Total	0	0	1	0	0	1

Please select the existing housing categories that are relevant to your proposal.

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

Add 'Market Housing - Existing' residential units

16. Residential/Dwelling Units

Market Housing - Existing

	Number of bedrooms					Total
	1	2	3	4+	Unknown	
Houses	0	0	0	1	0	1
Total	0	0	0	1	0	1

Total proposed residential units

1

Total existing residential units

1

Total net gain or loss of residential units

0

17. 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.

Please add details of the Use Classes and floorspace.

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.

Use Class	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
Other Pottery, Clay Shed, and Gallery Space	128	62	62	-66
Total	128	62	62	-66

Loss or gain of rooms

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

18. Employment

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

19. Hours of Opening

Are Hours of Opening relevant to this proposal? Yes No

20. 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

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

21. Hazardous Substances

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

Yes No

22. 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

23. 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

Pre-application advice was sought for the commercial to residential conversion of existing Pottery spaces into a residential dwelling.

The new proposal repurposes part of the existing gallery space, once school room, along with the brick-built clay shed, once canteen, to form the base of the new dwelling. The two buildings are linked along the original axis of the covered link between canteen and schoolhouse by a new single storey extension.

Response in short:

I consider that the building/s to be developed would be deemed as a 'heritage asset', referred to in the Type and Affordability of Housing Supplementary Planning Document (SPD) as a building which pre-dates 1950; comprises of traditional materials and building methods; is of a permanent and substantial construction; of local significance and adds value to the landscape. Also, the property has already been developed for open market housing and used previously for commercial purposes. As such, I consider the building/s would qualify as a heritage asset due to age, vernacular form and construction and the principle of development is likely to be supported by officers.

24. 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?

25. 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

I certify/The applicant certifies that:

25. Ownership Certificates and Agricultural Land Declaration

- 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	
Suffix	
House Name	The Old School
Address line 1	Culmington
Address line 2	Ludlow
Town/city	Shropshire
Postcode	SY8 2DF
Date notice served (DD/MM/YYYY)	16/12/2021

Person role

- The applicant
- The agent

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Richard"/>
Surname	<input type="text" value="Griffiths"/>
Declaration date (DD/MM/YYYY)	<input type="text" value="16/12/2021"/>

Declaration made

26. 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)