

**UTTLESFORD DISTRICT COUNCIL**

Council Offices, London Road, Saffron Walden, Essex CB11 4ER

Telephone (01799) 510510

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Email planning@uttlesford.gov.ukWebsite www.uttlesford.gov.uk**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

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

County

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

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

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

Reordering of 2nd floor comprising part refurbishment and part conversion and including the insertion of 3 dormers in the south roof

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

UTT/22/2264/LB | Replacement French doors in south elevation - approved 5 Oct 22

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).

22-PF4 Location
22-PF1A Proposed elevations
22-PF3 Proposed plans, sections, details
06322-E1 and E2 Extg elevations
06322-FP1 and 2 extg plans
DAS December 2022
Heritage Assessment and Conservation Plan December 2022
Biodiversity checklist and photosheet

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:

Roof covering

Existing materials and finishes:

concrete plain tiles to extg roof

Proposed materials and finishes:

plain clay peg tiles to dormers

Type:

External walls

Existing materials and finishes:

n/a

Proposed materials and finishes:

Lead dormer cheeks; oak boards and bargeboards

Type:

Internal walls

Existing materials and finishes:

stud or brick walls with plaster and plasterboard

Proposed materials and finishes:

timber stud walls with plasterboard

Type:

Floors

Existing materials and finishes:

S/W and Oak boards

Proposed materials and finishes:

S/W boards generally; oak to make up missing areas in west room. Lino or similar on plywood in bathrooms

Type:

Internal doors

Existing materials and finishes:

ledged and boarded

Proposed materials and finishes:

ledged and boarded with suffolk latches

Type:

Chimney

Existing materials and finishes:

brick

Proposed materials and finishes:

none proposed

Type:

External doors

Existing materials and finishes:

Off the shelf s/w

Proposed materials and finishes:

None proposed

Type:

Rainwater goods

Existing materials and finishes:

steel and plastic

Proposed materials and finishes:

cast iron or aluminium to dormers

Type:

Boundary treatments (e.g. fences, walls)

Existing materials and finishes:

hedge, brick wall, wire fence

Proposed materials and finishes:

no new boundaries proposed

Type:

Vehicle access and hard standing

Existing materials and finishes:

gravel

Proposed materials and finishes:

no new proposed

Type:

Lighting

Existing materials and finishes:

standard domestic lighting of the late C20

Proposed materials and finishes:

Flush ceiling and wall lights. no external lighting

Type:

Windows

Existing materials and finishes:

painted softwood

Proposed materials and finishes:

painted softwood as detail on 22 - PF3

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

See above list

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

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

First Name

Surname

Declaration Date

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

Date