

**Planning and Building Control**

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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)

Please refer to DAS.

Has the development or work already been started without consent?

Yes

No

If Yes, please state when the development or work was started (date must be pre-application submission)

01/12/2023

Has the development or work already been completed 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

Below application were granted 18th January 2024, Pre-application meeting and site visit response associated with this application is appended to the Covr Letter.

23/AP/1814 (Approved Plans) pursuant to 21/AP/2366 [Alterations at roof level including installation of 3 no. new condensers within a new acoustic enclosure, replacement of existing metal balustrading and installation of additional metal balustrading, enlarging the existing grilles on the east elevation, installation of a new front door and access control panel, installation of 5 no. new CCTV cameras at ground floor level, installation of new basement entrance doors, louvres and a metal clad entrance lobby at basement level [LBC: 21/AP/2367]] for omission of access ladder at level 5, omission of contented cleaning to the existing lead panels, adjustment of roof pitch of the basement enclosure, creation of new penetration in south wall at basement level and change in position of light/sensor equipment [LBC: 23/AP/1815].

23/AP/1815:LBC Amendment to parent planning application, including the omission of access ladder at level 5, omission of contented cleaning to the existing lead panels, adjustment of roof pitch of the basement enclosure, creation of new penetration in south wall at basement level and change in position of light/sensor equipment pursuant to 21/AP/2366 [Alterations at roof level including installation of 3 no. new condensers within a new acoustic enclosure, replacement of existing metal balustrading and installation of additional metal balustrading, enlarging the existing grilles on the east elevation, installation of a new front door and access control panel, installation of 5 no. new CCTV cameras at ground floor level, installation of new basement entrance doors, louvres and a metal clad entrance lobby at basement level [LBC: 21/AP/2367]]

## 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 refer to DAS.

## 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:**

Internal walls

**Existing materials and finishes:**

Please refer to DAS

**Proposed materials and finishes:**

Please refer to DAS.

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 refer to DAS.

## 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

**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

Email confirmation stating that an LBC application is required:

Please be advised we have returned the application ref 23/AP/1815 and have issued you a full refund. This application was made to vary a condition pursuant to the parent listed building consent 21/AP/2367, also known as a 'section 19' application'. Section 19s function to vary the 'approved plans' condition of listed building consents – unfortunately, since the decision notice on the parent LBC in this instance does not have an 'approved plans' condition, a S19 would not technically work here.

You will instead need to apply for a full listed building consent application via the planning portal and submit all relevant plans / drawings. Please make reference to our validation requirements in preparing this submission. The development description should allude to the fact that this submission would constitute an amended version of the parent consent 21/AP/2367

As a result the same approach has been taken with this application.

Case Officer Eleanor Heagney allocated to the applications referenced above. Site visit and pre-application meeting was carried out on the 15th November 2024 with the application approved on the 18th January 2024, response from the visit is appended to the cover letter submitted in this application.

## 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 the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published 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

Honor Munro-Hall

Date

12/02/2024