



RIBBLE VALLEY
BOROUGH COUNCIL

9 SEP 2011
FOR THE
ATTENTION OF

For office use only

Application No.
320110761P
Date received

Fee paid £

Receipt No:

Council Offices, Church Walk, Clitheroe, Lancashire. BB7 2RA Tel: 01200 425111 www.ribblevalley.gov.uk

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. Applicant Name, Address and Contact Details

Title: Mr First name: Mark Surname: Solomon

Company name: N/A

Street address: 28 Knightsbridge Close

Town/City: Salford

County: Lancashire

Country: UK

Postcode: M7 4LB

Telephone number: Country Code National Number Extension Number

Mobile number:

Fax number:

Email address:

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

2. Agent Name, Address and Contact Details

Title: Miss First Name: Suzanne Surname: Wilson

Company name: C J Partnership Architects

Street address: Blue Pit Mill

Town/City: Rochdale

County: Lancashire

Country: United Kingdom

Postcode: OL11 2PG

Telephone number: Country Code National Number Extension Number

Mobile number:

Fax number:

Email address: info@cjpartnership.com

3. 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):

Change of Use to hot and cold food establishment (Use Class A3). Installation of extract ventilation duct reconfiguration of wcs to create one additional wc reconfiguration of ground floor counter.

Has the development or work(s) already started? ☐ Yes ☒ No

4. Site Address Details

Full postal address of the site (including full postcode where available)

Description:

House:	2	Suffix:	
House name:			
Street address:	SWAN COURTYARD		
Town/City:	CLITHEROE		
County:	LANCASHIRE		
Postcode:	BB7 2DQ		
Description of location or a grid reference (must be completed if postcode is not known):			
Easting:	374317		
Northing:	441769		

5. 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:	Ms	First name:	Rachel	Surname:	Horton
Reference:					
Date (DD/MM/YYYY):	09/08/2011	(Must be pre-application submission)			

Details of the pre-application advice received:

Applicant paid for pre-application investigation into use of the premises and discussion on need for Certificate of Lawfulness of Full Change of Use Planning Application.

6. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle 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

7. 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

8. Authority Employee/Member

With respect to the Authority, I am:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

Do any of these statements apply to you?

☐ Yes ☒ No

9. Demolition

Does the proposal include total or partial demolition of a listed building?

☐ Yes ☒ No

Listed building alterations

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

If Yes, will there be works to the interior of the building? ☒ Yes ☐ No

Will there be works to the exterior of the building? ☒ Yes ☐ No

Will there be works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally? ☐ Yes ☒ No

Will there be 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 and the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

State references for these plan(s)/drawing(s):

3211 / 02A and 3211 / 03A.

11. Listed Building Grading

If known, 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

12. Immunity from Listing

Has a Certificate of Immunity from listing been sought in respect of this building? ☐ Yes ☒ No

13. Vehicle Parking

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	0	0	0
Light goods vehicles/public carrier vehicles	0	0	0
Motorcycles	0	0	0
Disability spaces	0	0	0
Cycle spaces	0	0	0
Other (e.g. Bus)	0	0	0
Short description of Other			

14. Materials

Please provide a description of existing and proposed materials and finishes to be used in the build (demolition excluded):

External walls - add description

Description of *existing* materials and finishes:

Natural stone

Description of *proposed* materials and finishes:

No change

Roof covering- add description

Description of *existing* materials and finishes:

Natural slate

Description of *proposed* materials and finishes:

Lead flashing to be fitted around proposed extraction ductwork.

Chimney - add description

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

Windows - add description

Description of *existing* materials and finishes:

White-painted timber frames

Description of *proposed* materials and finishes:

No change

14. Materials (continued)

External doors - add description

Description of *existing* materials and finishes:

Timber

Description of *proposed* materials and finishes:

No change

Ceilings - add description

Description of *existing* materials and finishes:

Plaster

Description of *proposed* materials and finishes:

No change

Internal walls - add description

Description of *existing* materials and finishes:

Fair-faced natural stone

Description of *proposed* materials and finishes:

No change but some protective perspex/glass splash back areas will be installed behind cookers on ground floor

Floors - add description

Description of *existing* materials and finishes:

Timber/laminate

Description of *proposed* materials and finishes:

No change

Internal doors - add description

Description of *existing* materials and finishes:

Softwood timber

Description of *proposed* materials and finishes:

Softwood timber

Rainwater goods - add description

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

Boundary treatments - add description

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

Vehicle access and hard standing - add description

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

Lighting - add description

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

Others - add description

Other

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

Are you supplying additional information on submitted drawings or plans?



Yes



No

Foul Sewage

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Please state how foul sewage is to be disposed of:

Mains sewer

☒

Package treatment plant

☐

Unknown

☐

Septic tank

☐

Cess pit

☐

Other

Are you proposing to connect to the existing drainage system?

☐

Yes

☐

No

☒

Unknown

16. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.)

☐

Yes

☒

No

If Yes, you will need to submit an appropriate 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

☒

Main sewer

☐

Pond/lake

☐

Soakaway

☐

Existing watercourse

17. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the guidance notes, 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:

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. Existing Use

Please describe the current use of the site:

The building has been used recently as a food establishment licensed to sell alcohol although investigations have proved that the correct use class was not sought to carry out this activity. We understand the use currently awarded to the premises is for Offices B1.

Is the site currently vacant?

☒

Yes

☐

No

If Yes, please describe the last use of the site:

Food establishment licensed to sell alcohol.

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

19. 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 construction - Recommendations'.

20. Trade Effluent

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

☐ Yes ☒ No

21. Residential Units

Does your proposal include the gain or loss of residential units?

☐ Yes ☒ No

22. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

☒ Yes ☐ No

Use class/type of use		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)
A1	Shops Net Tradable Area	0.0	0.0	0.0	0.0
A2	Financial and professional services	0.0	0.0	0.0	0.0
A3	Restaurants and cafes	0.0	0.0	73.2	73.2
A4	Drinking establishments	0.0	0.0	0.0	0.0
A5	Hot food takeaways	0.0	0.0	0.0	0.0
B1 (a)	Office (other than A2)	73.2	73.2	0.0	-73.2
B1 (b)	Research and development	0.0	0.0	0.0	0.0
B1 (c)	Light industrial	0.0	0.0	0.0	0.0
B2	General industrial	0.0	0.0	0.0	0.0
B8	Storage or distribution	0.0	0.0	0.0	0.0
C1	Hotels and halls of residence	0.0	0.0	0.0	0.0
C2	Residential institutions	0.0	0.0	0.0	0.0
D1	Non-residential institutions	0.0	0.0	0.0	0.0
D2	Assembly and leisure	0.0	0.0	0.0	0.0
Other	Please Specify	0.0	0.0	0.0	0.0
Total		73.2	73.2	73.2	0.0

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

Use Class	Types of use	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms
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23. Employment

If known, please complete the following information regarding employees:

	Full-time	Part-time	Equivalent number of full-time
Existing employees	0	0	0
Proposed employees	1	2	0

24. Hours of Opening

If known, please state the hours of opening for each non-residential use proposed:

Use	Monday to Friday		Saturday		Sunday and Bank Holidays		Not Known
	Start Time	End Time	Start Time	End Time	Start Time	End Time	
A3	07:00:00	19:00:00	07:00:00	19:00:00	10:00:00	18:00:00	☐

25. Site Area

What is the site area?

50.00

sq metres

26. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Cooking, baking and general food preparation requiring extract ventilation and various cookers.

Is the proposal for a waste management development?

☐ Yes ☒ No

Hazardous Substances

Is any hazardous waste involved in the proposal?

☐ Yes ☒ No

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28. 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? (Please select only one)

☐ The agent ☐ The applicant ☒ Other person

If Other has been selected, please provide:

Contact name:

Title: First name: Surname:

Telephone number:

Country code: National number: Extension number:

Email Address:

29. Certificates (Certificate B)

Certificate Of Ownership - Certificate B

Certificates under Article 12 – Town and Country Planning (Development Management Procedure) (England) Order 2010 & Regulation 6 - 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 (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 this application relates.

Notice recipient				Date notice served
Name	Trueman Estates Ltd c/o Mortimers Chartered Surveyors			16/09/2011
Number:	-57	Suffix:		
Street:	Castle Street			
Locality:				
Town:	Clitheroe			
Postcode:	BB7 2BT			

Title: First name: Surname:

Person role: Declaration date: ☒ Declaration made

29. Certificates (Agricultural Land Declaration)

Agricultural Land Declaration

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

Agricultural Land Declaration - You Must Complete Either A or B

(A) None of the land to which the application relates is, or is part of an agricultural holding. ☒

(B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below: ☐

If any part of the land is an agricultural holding, of which the applicant is the sole tenant, the applicant should complete part (B) of the form by writing sole tenant - not applicable in the first column of the table below

Title: First Name: Surname:

Person role: Declaration date: ☒ Declaration Made

30. Declaration

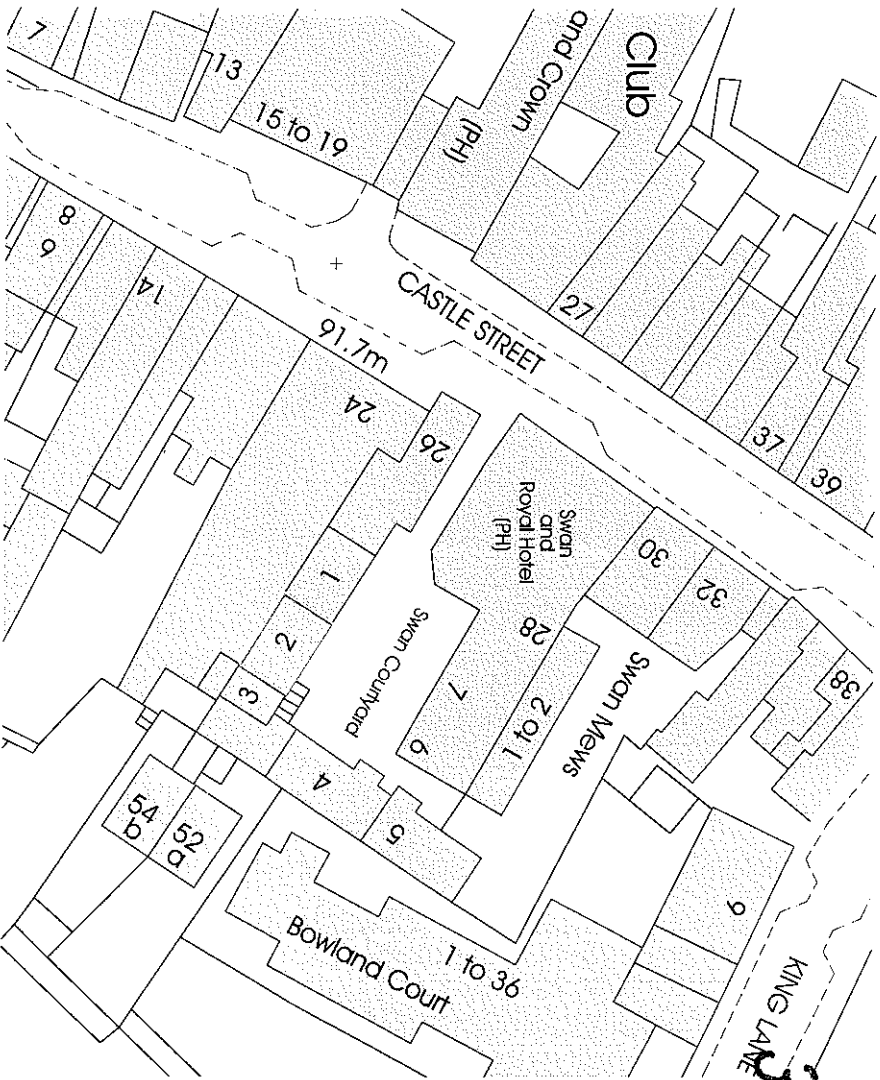
I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information ☒

Date

Location Plan

contract no	dwg no	revision
3211	01	--

work to figured dimensions



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Location Plan

preliminary

CJ architects

0114 276 0000 0114 276 0000 0114 276 0000 0114 276 0000

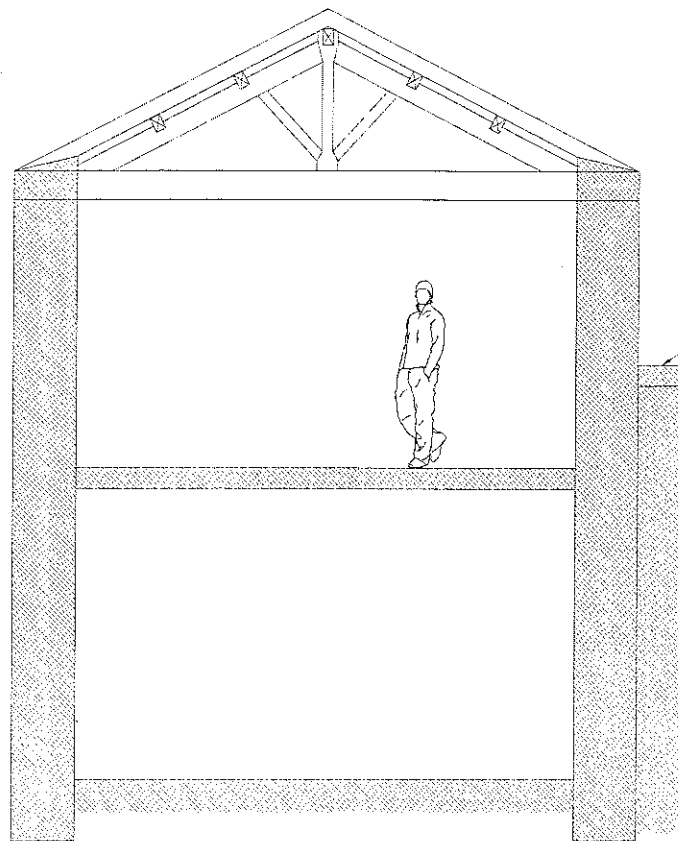


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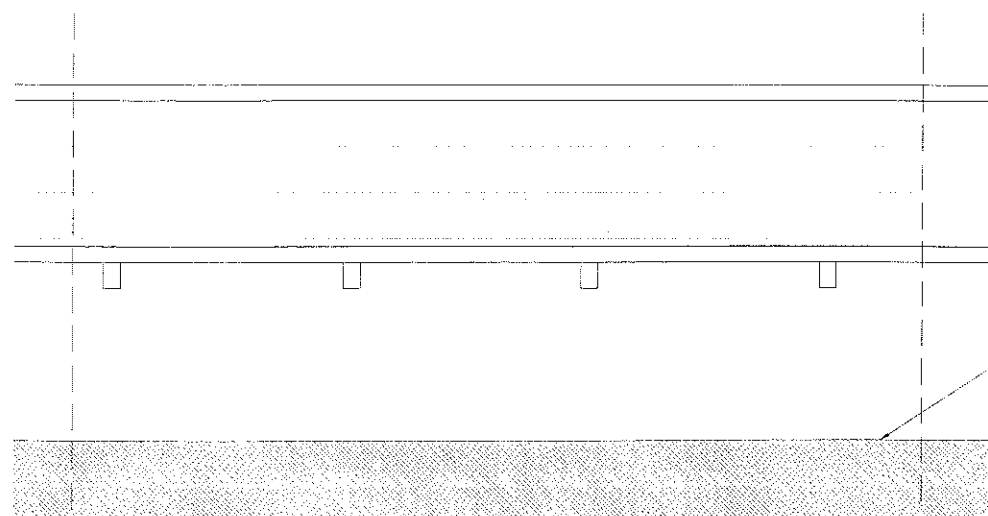
Plans as Existing

contract no	dwg no	revision
3211	02	A

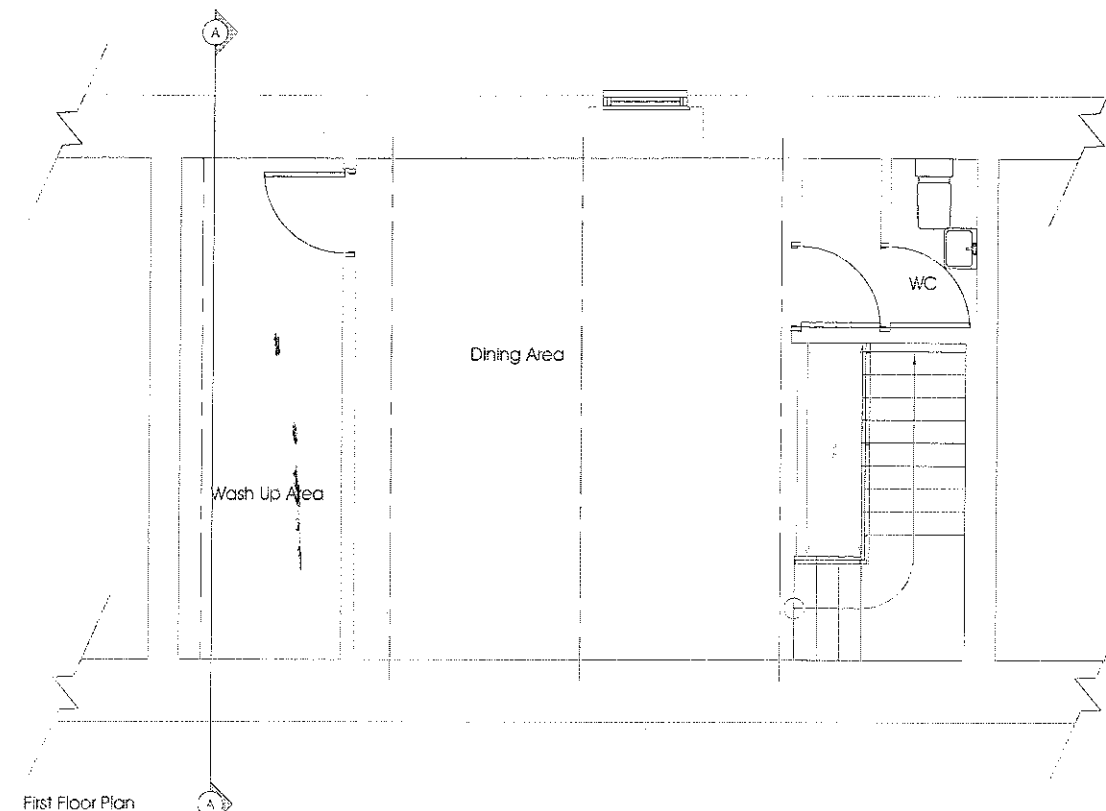
work to figured dimensions



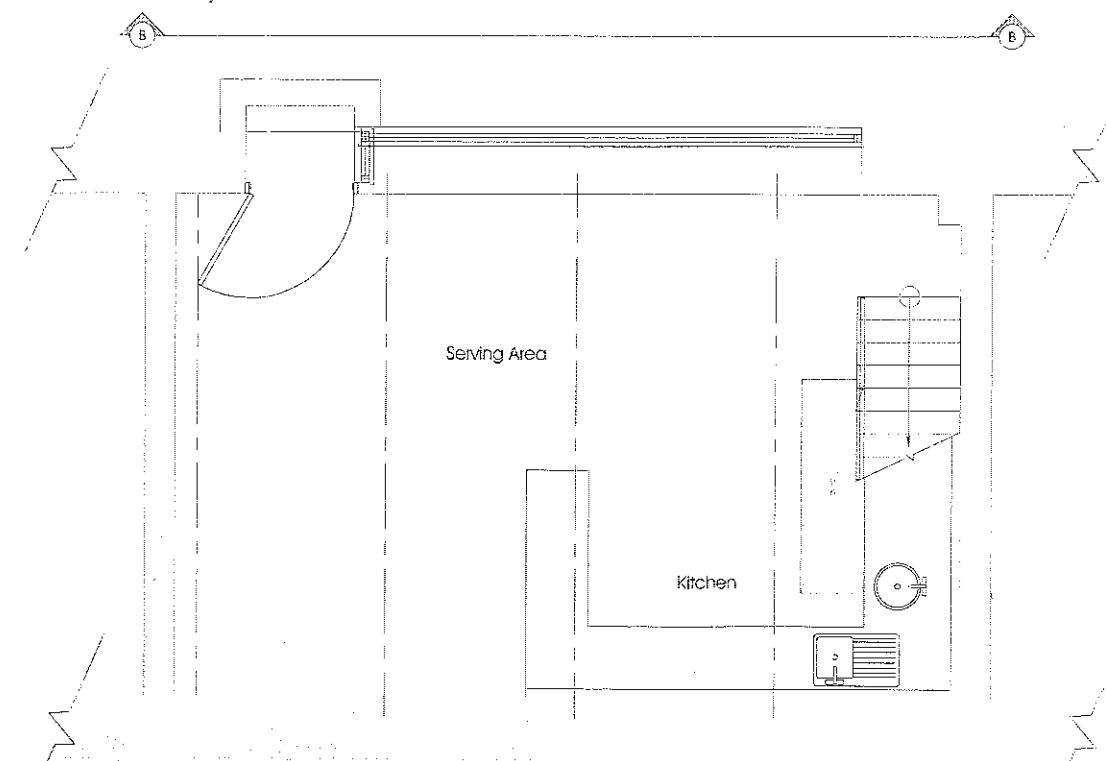
Approximate Section A-A



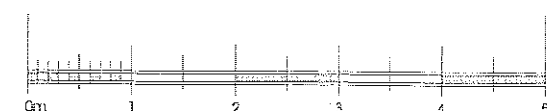
Approximate Rear Elevation B-B



First Floor Plan



Ground Floor Plan



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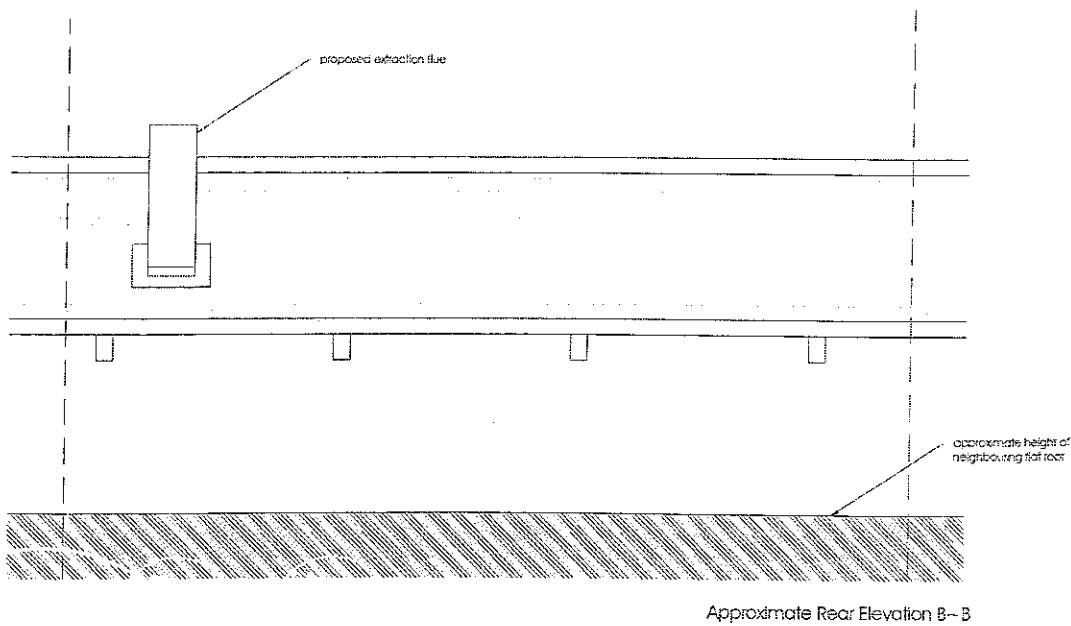
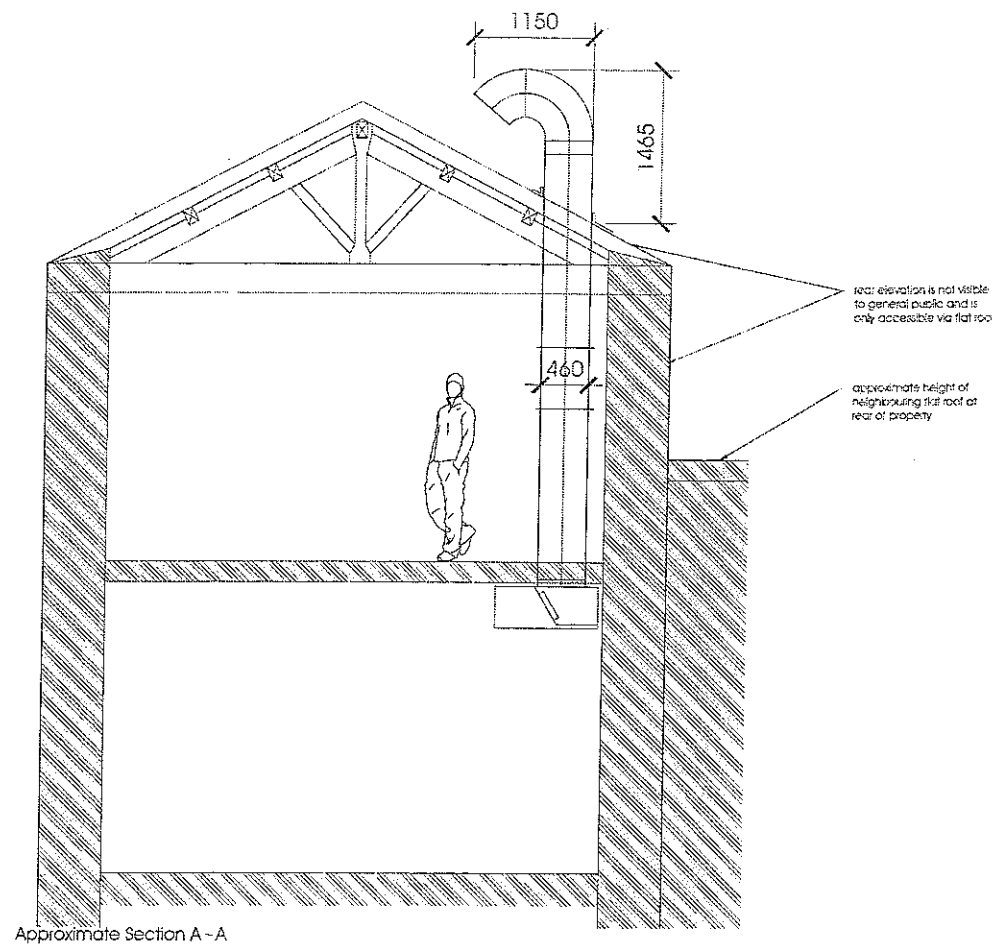
Plans as Existing

Revisions:
A: Rear Elevation BB added: Flat roof added to Section A-A: SW
12.09.11

preliminary

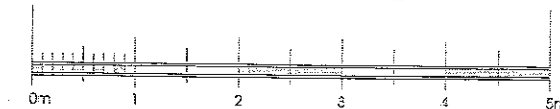
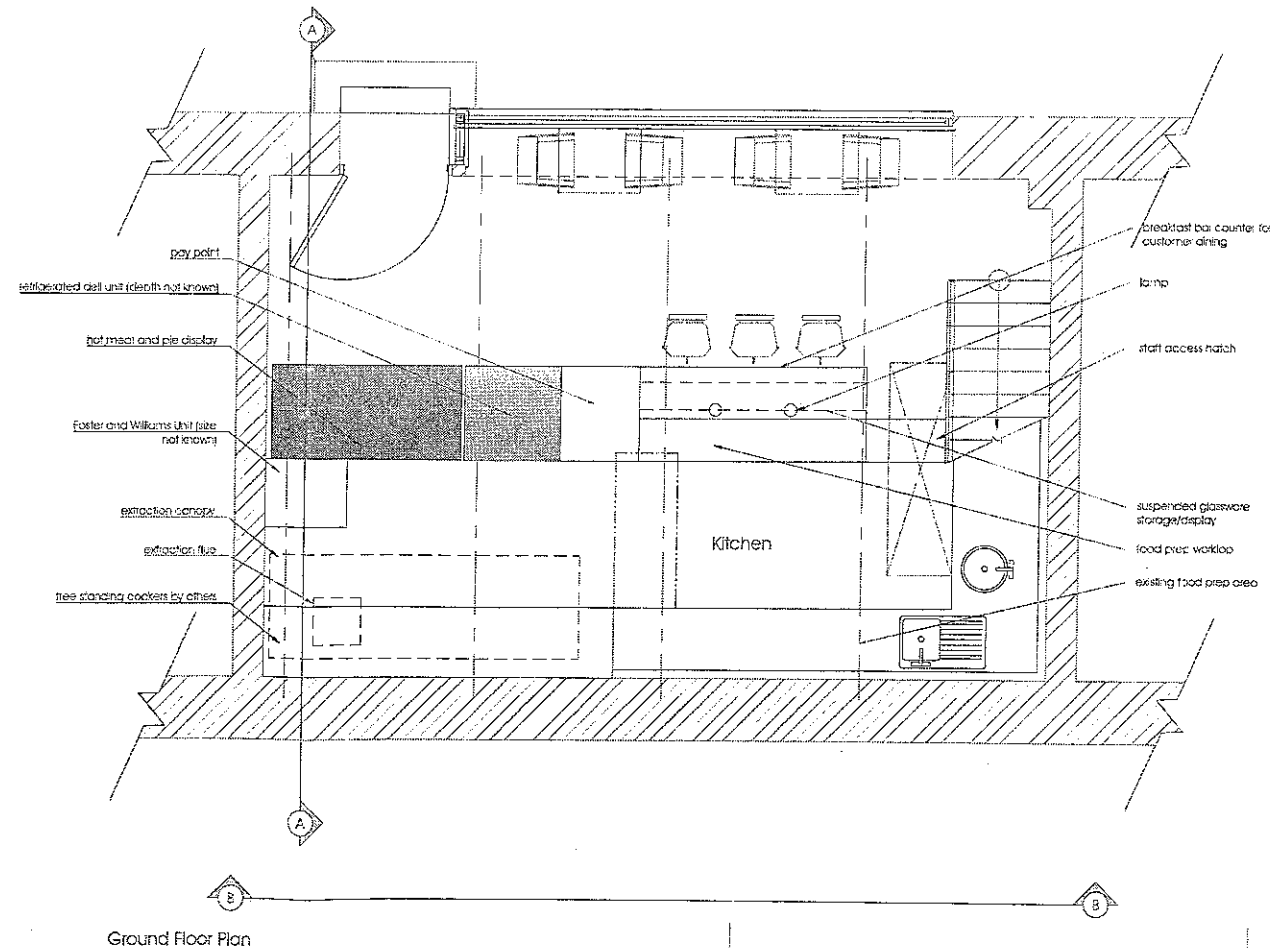
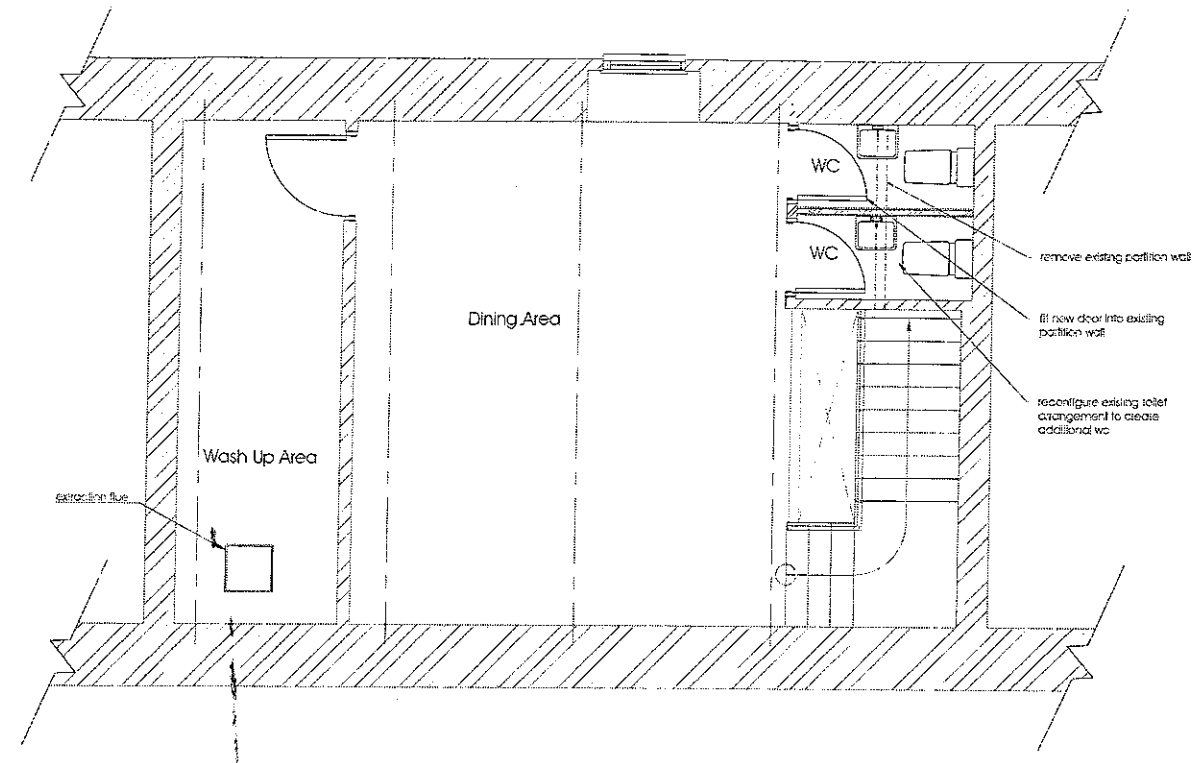
CJ partnership
architects

+44 (0)845 4092909 +44 (0)845 4091909 info@cpartnership.com

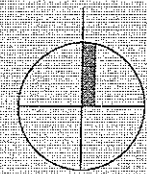


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First Floor Plan



work to figured dimensions



Plans as Proposed

Notes:
A. Scheme 1 chosen by client for WC arrangement, see Scheme 2 for the ground floor food counter area (SW 12.09.11)
B. Dimensions added to ventilation ducting (SW 27.09.11)

preliminary

CJ partnership architects

0144 0845 4092909 0144 0845 4091909 info@cpartnership.com

Architects
Planners
Interior Designers
Landscape Architects
Engineers
Surveyors
Quantity Surveyors
Project Managers
Building Control Officers
Planning Officers
Environmental Officers
Health and Safety Officers
Fire Officers
Police Officers
Fire Brigades
Ambulance
NHS
Local Authorities
Private Sector
Public Sector
Education
Healthcare
Retail
Residential
Commercial
Industrial
Agricultural
Marine
Aviation
Transport
Infrastructure
Energy
Water
Waste
Telecommunications
Media
Arts and Culture
Sport and Leisure
Tourism
Heritage
Conservation
Environment
Transport
Infrastructure
Energy
Water
Waste
Telecommunications
Media
Arts and Culture
Sport and Leisure
Tourism
Heritage
Conservation
Environment

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Design and Access Statement

Planning Application
for Change of Use and
for Listed Building

Mr M Solomon
Alterations to Listed Building and Change of
Use to Café (Use Class A3)

2 Swan Courtyard
Castle Street
Clitheroe
BB7 2DQ

3211

DESIGN AND ACCESS STATEMENT

Site Address: 2 Swan Courtyard, Clitheroe, BB7 2DQ **Date:** September 2011

Contact details:

Applicants name		Agents name	
Name:	Mr Mark Solomon	Name:	C J Partnership
Address:	28 Knightsbridge Close SALFORD	Address:	Blue Pit Mill Queensway Castleton ROCHDALE
Postcode:	M7 4LB	Postcode:	OL11 2PG
		Telephone:	08454 092909
		Fax No:	08454 091909
		E-mail:	info@cjpartnership.com

Description of development:

use

The property is one of several shop outlets in a courtyard arrangement set behind Castle Street in Clitheroe town centre. The property is a Listed building. There is evidence that the property has been used as a food establishment in recent years, however the Local Authority planning records cannot confirm that the building has planning permission for the correct use class.

The applicant wishes to open a hot and cold food establishment, open during daytime hours. The use class for this is A3.

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amount of development

The alteration works proposed are minor and include reconfiguring the toilet accommodation on the first floor to create two separate wcs, removing part of a fitted counter and fitting a new counter at ground floor level, and installing a ventilation extraction flue from the ground floor cooking area upwards through the first floor and out of the pitched roof at the rear of the property.

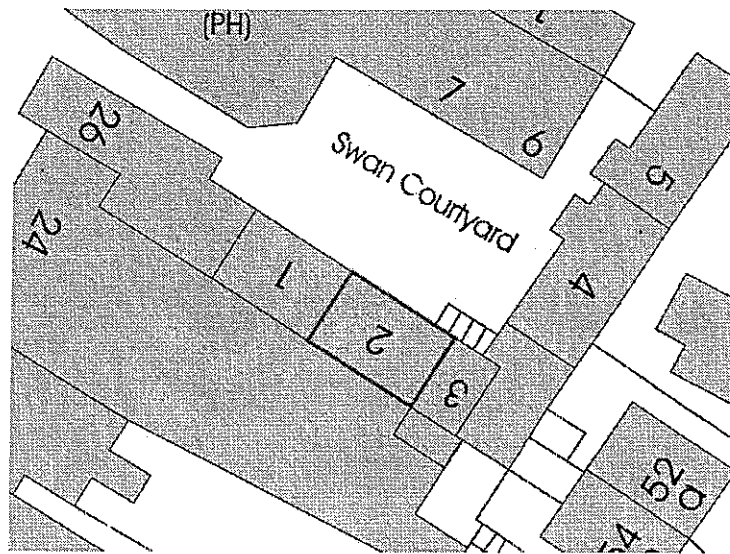


Fig 1. Location Plan

layout

The existing building is accessed via Swan Courtyard and is to have a kitchen and food prep area on the ground floor where customers will be served, there will be some seating at ground floor, with additional seating and 2No wcs at first floor. There is also a small private wash up area at first floor.

scale

The existing building is two-storey mid terrace with a pitched roof and adjoining neighbouring building at the rear. The proposed alterations do not affect the size or scale of the building.

landscaping

There are no proposals to include any landscaping within this scheme.

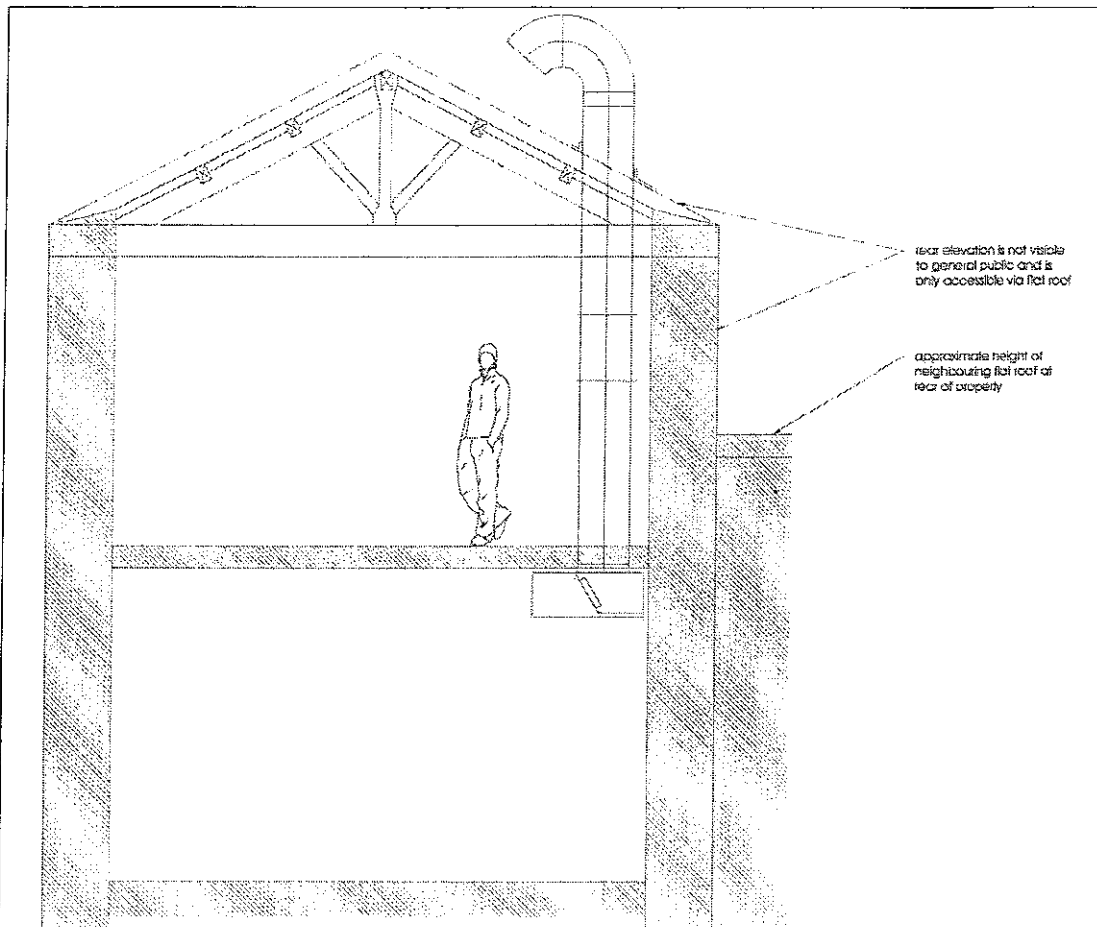


Fig 2. Approximate Section showing the proposed extraction ventilation equipment.

appearance

The existing building is a stone mid terrace with a pitched slate roof. There is a neighbouring building abutting the rear of the building and the rear elevation can only be partially seen from a snicket leading out of Swan Courtyard. The only external alterations to the building will be the addition of a ventilation duct, but this will be on the rear roof which is partially hidden from public view.

access

The building is accessed from Swan Courtyard. The ground floor is approximately 500mm higher than the external ground level, and is accessed via 3 or 4 external steps. As this is an existing listed building the existing access will not be altered for this proposal.



2 Swan Courtyard, Castle Street, Clitheroe: Mr M Solomon: Alterations to Listed Building

EXISTING SITE AND KNOWN HISTORY

Swan Courtyard is located in the centre of Clitheroe immediately off Castle Street and within the town's Conservation Area.

The Conservation Area was designed in October 1973 and extended and given Outstanding Conservation Area status in December 1979, replacing the Conservation Area Appraisal prepared in May 1994.

The Clitheroe Conservation Area contains the historic core of the medieval town including its principal medieval streets: Castle Street, Market Place, Church Street, Wellgate, Lowergate and Duck Street. In addition, the Conservation Area's boundaries have been drawn to include the whole of the Castle grounds, the 19th century streets of Moor Lane, York Street and King Street Lane (Wesleyan Terrace), Brennand Street and St Mary's Street.

The Clitheroe Conservation Area is surrounded by urban development in the centre of the town, a market town with a rural setting within an area of lowland fringe farming. The spine of the Conservation Area runs in a north-easterly direction from the Castle to the parish church along a low ridge approximately 80 metres above sea level. From the spine, the land falls away to the east and the west, to Mearley Brook and the River Ribble respectively. East of Clitheroe is rural countryside characterised by enclosed fields, then open moor as the land rises up to Pendle Hill, which overlooks and dominates the entire area.

The Conservation Area hosts a mix of primarily business, commercial and residential uses. It encloses the entire principal shopping frontage of the town located along Moor Street, Castle Street and Market Place and almost all the main shopping centre (the town's modern superstores are not included within the Conservation Area). The main offices of Ribble Valley Borough Council, Clitheroe Royal Grammar School Sixth form (c650 students), St Mary Magdalene's Church and several other places of worship, and a variety of pubs, restaurants and cafes lie within the Conservation Area. There is no major industry within the Conservation Area.

The historic street pattern is augmented by narrow pedestrian lanes or alleys, still paved with stone setts, which lead laterally between the main north-south streets. These follow the boundary of the historic burgage plots.

Clitheroe's role as a market town resulted in a large number of pubs, inns and hotels but few can be dated to earlier than the 18th century. The most significant are the Grade II listed Swan & Royal, and Rose and crown, the Victoria Hotel and the White Lion.

Reference 383 Castle Street in the 1822 Survey of Clitheroe (Bawden & Alexander) indicates the site of The Swan Inn with "barn, stables, yard, garden etc"

Mention is also made of a significant event in The Swan & Royal's history in the book Clitheroe in its Railway Days by Stephen Clarke, published in 1900 Chapter IX. The Cotton Operatives Strike of 1878, relates how the Riot Act was solemnly read by Mr Eastham, the Town Clerk, from the steps of the hotel.

The buildings to the rear of the Swan and Hotel remained ancillary to the hotel until the 1970s; for example when entering the passageway from Castle Street, one would have seen the dining room, kitchen, garaging for hotel residents, and stores (some for the hotel and some for the shops on Castle Street).

However in the 1970s David Sunderland of Sunderland Peacock & Associates prepared the scheme to create small retail businesses in the courtyard area. In the booklet published by Clitheroe Civic Society, A Walk through Clitheroe – Two Centuries of Change, the reference to the Swan & Royal reads "from the car park climb the flights of steps into the small shopping precinct formed from the old stabling and outhouses of the hotel".

JUSTIFICATION FOR CURRENT PROPOSALS

The proposed work entails minor work to 2 Swan Courtyard so that it may be used as a food retail establishment. The schedule of proposed work comprises the addition of a first floor wc and minor relocation work to the existing wc, removal and reinstallation of a fixed modern timber counter on the ground floor, and the addition of a ventilation extraction flue to be installed to extract cooking fumes from the cooking area at ground floor up and out through the rear roof of the property.

EVALUATION OF IMPACT OF THE PROPOSAL

There will be no visual impact on the courtyard itself. The proposed ventilation system requires ducting on the external side of the roof. This will be on the rear pitched roof, not visible from the courtyard. The building is back-to-back with another, larger building, and so the roof is only visible from part of the larger building's flat roof.

The proposed work will allow the currently vacant building to be brought back to life contributing the vitality of Swan Courtyard and the Castle Street area.