



RIBBLE VALLEY  
BOROUGH COUNCIL

18 MAY 2012

For office use only

Application No

Date received

Fee paid £

Receipt No:

320120464P

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

Application for listed building consent for alterations, extension or demolition of a listed building  
Planning (Listed Buildings and Conservation Areas) Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting [www.planningportal.gov.uk/apply](http://www.planningportal.gov.uk/apply)

**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.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

**1. Applicant Name and Address**

Title:  First name:   
Last name:   
Company (optional):  SMITHS GORE  
Unit:  House number:  House suffix:   
House name:   
Address 1:  C10 AGENT  
Address 2:   
Address 3:   
Town:   
County:   
Country:   
Postcode:

**2. Agent Name and Address**

Title:  MISS First name:  JESSICA  
Last name:  TOWNSON  
Company (optional):  AJH ASSOCIATES  
Unit:  21 House number:  House suffix:   
House name:   
Address 1:  DEANFIELD COURT  
Address 2:  CLITHEROE  
Address 3:   
Town:   
County:  LANCASTRE  
Country:   
Postcode:  BB7 1QS

**3. Description of Proposed Work**

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

ALTERED REAR ACCESS TO UTILISE ORIGINAL OPENING

### 3. Description of Proposed Work (continued)

Has the work already started without consent?

☒ Yes ☐ No

If Yes, please state when the work was started (DD/MM/YYYY):

16-05-12

(date must be pre-application submission)

Has the work been completed without consent?

☐ Yes ☒ No

If Yes, please state the date when the work was completed (DD/MM/YYYY):

(date must be pre-application submission)

### 4. Site Address Details

Please provide the full postal address of the application site

Unit:

House

number:

5

House

suffix:

House name:

Address 1:

CHURCH STREET

Address 2:

Address 3:

Town:

CLITHEROE

County:

Postcode (optional):

BB7 200

Description of location or a grid reference (must be completed if postcode is not known):

Easting:

Northing:

Description:

### 5. 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:

| Description             | Reference number |
|-------------------------|------------------|
| DISCHARGE OF CONDITIONS | 3/2012/0429      |
| LISTED BUILDING CONSENT | 3/2012/0019      |
| FULL CONSENT            | 3/2012/0032      |
| ADVERTISEMENTS          | 3/2012/0044      |
|                         |                  |

### 6. 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)

Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name:

CRAIG THORPE

Reference:

Date (DD/MM/YYYY):

(must be pre-application submission)

10-05-12

Details of pre-application advice received?

NO PARTICULAR ISSUES FORESEEN.

### 7. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

☐ Yes ☒ No

If Yes, please provide details:

### 8. Authority Employee / Member

With respect to the Authority, I am:

Do any of these

statements apply to you?

(a) a member of staff

(b) an elected member

(c) related to a member of staff

(d) related to an elected member

☐ Yes

☒ No

If Yes, please provide details of the name, relationship and role

**9. Materials**

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

|                                             | Existing<br>(where applicable) | Proposed             | Not<br>applicable                   | Don't<br>Know            |
|---------------------------------------------|--------------------------------|----------------------|-------------------------------------|--------------------------|
| External walls                              |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Roof covering                               |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Chimney                                     |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Windows                                     |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| External doors                              | N/A                            | TIMBER AS FRONT DOOR | <input type="checkbox"/>            | <input type="checkbox"/> |
| Ceilings                                    |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Internal walls                              |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Floors                                      |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Internal doors                              |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Rainwater goods                             |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Boundary treatments<br>(e.g. fences, walls) |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Vehicle access and<br>hard standing         |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Lighting                                    |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Others<br>(add description)                 |                                |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Are you supplying additional information on submitted drawings or plans?

☒ Yes☐ No

If Yes, please state plan(s)/drawing(s) references:

EXISTING + PROPOSED PLANS  
 DESIGN + ACCESS STATEMENT  
 HERITAGE STATEMENT  
 LOCATION PLAN

**10. Demolition**

Does the proposal include the partial or total demolition of a listed building? ☐ Yes ☒ No

If Yes, which of the following does the proposal involve?

- a) Total demolition of the listed building: ☐ Yes ☐ No
- b) Demolition of a building within the curtilage of the listed building: ☐ Yes ☐ No
- c) Demolition of a part of the listed building: ☐ Yes ☐ No

If the answer to c) is Yes:

|                                                                                                                                     |  |
|-------------------------------------------------------------------------------------------------------------------------------------|--|
| i) What is the total volume of the listed building?(cubic metres)                                                                   |  |
| ii) What is the volume of the part to be demolished?(cubic metres)                                                                  |  |
| iii) What was the (approximate) date of the erection of the part to be removed? (MM/YYYY) (date must be pre-application submission) |  |

Please provide a brief description of the building or part of the building you are proposing to demolish:

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

**11. Listed Building Alterations**

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

If Yes, do the proposed works include: (you must answer each of the questions)

- 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, 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):

RE-INSTALLING AN ORIGINAL  
OPENING FOR USE AS A  
FIRE EXIT

**12. Listed Building Grading**

Please state the grading (if known) of the building in the list of Buildings of Special Architectural or Historic interest? (Note: only one box must be ticked)

- |                                              |                                                   |
|----------------------------------------------|---------------------------------------------------|
| Grade I <input type="checkbox"/>             | Ecclesiastical Grade I <input type="checkbox"/>   |
| Grade II* <input type="checkbox"/>           | Ecclesiastical Grade II* <input type="checkbox"/> |
| Grade II <input checked="" type="checkbox"/> | Ecclesiastical Grade II <input type="checkbox"/>  |
| Don't know <input type="checkbox"/>          |                                                   |

**13. Immunity From Listing**

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

- ☐ Yes ☒ No ☐ Don't know

If Yes, please provide the result of the application:

**14. Certificates**

One Certificate A, B, C, or D, must be completed with this application form

**CERTIFICATE OF OWNERSHIP - CERTIFICATE A****Certificate under Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

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

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY:



**CERTIFICATE OF OWNERSHIP - CERTIFICATE B****Certificate under 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 (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

| Name of Owner | Address | Date Notice Served |
|---------------|---------|--------------------|
|               |         |                    |
|               |         |                    |
|               |         |                    |
|               |         |                    |
|               |         |                    |

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY:



**CERTIFICATE OF OWNERSHIP - CERTIFICATE C****Certificate under Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

I certify/ The applicant certifies that:

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of the land or building, or of a part of it, but I have/ the applicant has been unable to do so

The steps taken were:

| Name of Owner | Address | Date Notice Served |
|---------------|---------|--------------------|
|               |         |                    |
|               |         |                    |
|               |         |                    |
|               |         |                    |
|               |         |                    |

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):



Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY:

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**14. Certificates (continued)****CERTIFICATE OF OWNERSHIP - CERTIFICATE D****Certificate under Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

I certify/ The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else 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 to which this application relates, but I have/ the applicant has been unable to do so

The steps taken were:

|  |
|--|
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Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

|  |
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On the following date (which must not be earlier than 21 days before the date of the application):

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|--|

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY:

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**15. Planning Application Requirements - Checklist**

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted.

The original and 3 copies of a completed and dated application form:

☐

The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application:

☐

The original and 3 copies of a plan which identifies the land to which the application relates and drawn to an identified scale and showing the direction of North:

☐

The original and 3 copies of the completed dated Ownership Certificate (A, B, C, or D - as applicable):

☐

The original and 3 copies of a design and access statement, if required (see help text and guidance notes for details):

☐**16. Declaration**

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

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

|  |
|--|
|  |
|--|

|                  |
|------------------|
| <i>J. Lounes</i> |
|------------------|

|            |
|------------|
| 16.05.2012 |
|------------|

(date cannot be pre-application)

**17. Applicant Contact Details**

Telephone numbers

Country code:

National number:

Extension number:

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Country code:

Mobile number (optional):

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Country code:

Fax number (optional):

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Email address (optional):

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**18. Agent Contact Details**

Telephone numbers

Country code:

National number:

Extension number:

|       |
|-------|
| 01200 |
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| 429967 |
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Country code:

Mobile number (optional):

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Country code:

Fax number (optional):

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Email address (optional):

|                              |
|------------------------------|
| jessica@ajh-associates.co.uk |
|------------------------------|

**19. 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)

☒ Agent☐ Applicant☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

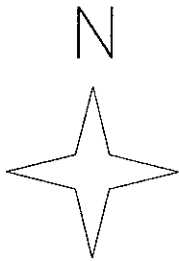
Telephone number:

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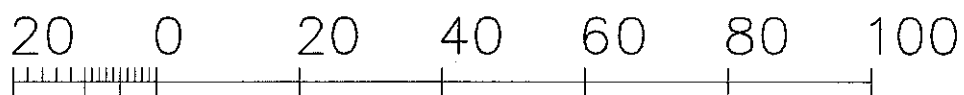
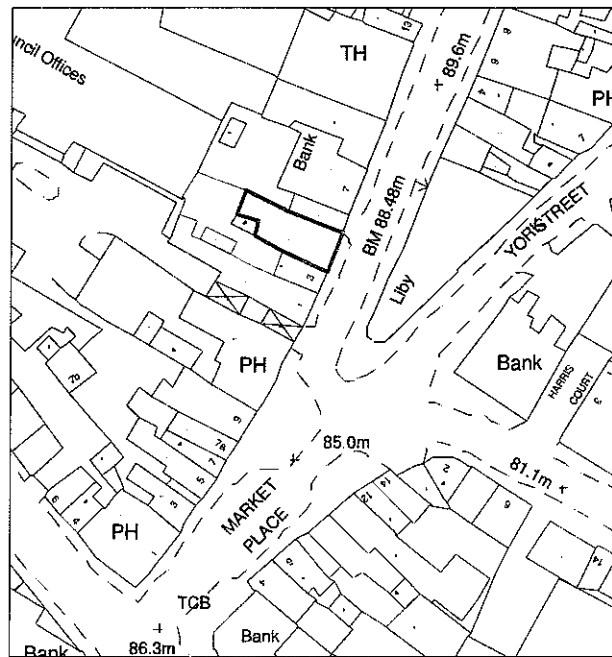
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Email address:

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Metres

Scale 1:1250

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## **Design and Access Statement**

For

**5 Church Street**

at

Clitheroe, Lancashire

### **Report Completed By**

Jessica Townson  
AJH Associates  
21 Deanfield Court  
Clitheroe  
Lancashire  
BB7 1QS

## 1 Introduction

- 1.1 This design and access statement is written in line with *"Design and Access Statement How to write, read and use them"* (CABE, 2007) as required by *"The Circular Guidance on Changes to the Development Control System"*
- 1.2 The aim of this document is to appraise the context of the development in relation to the planning policy guidance, the design of the proposal, and the underlying influences on the submission.
- 1.3 This document should be read in conjunction with the drawings and documentation submitted with the application.

## 2 Listed Building

- 2.1 Grade II Listed Building description "Dated 1836 on rain water head and on inscriptions on one of the quoins to left. Moulded eaves cornice and band. 3 storeys, rendered, carved as stone. 2 and 4 windows, most hung sashes with glazing bars. Ground floor to left in channelled rustication with 1 modern window and 3 steps to C19 door of 5 panels, rectangular fanlight. Rusticated ground floor with 2 bowed lights with glazing bars, centre door. To left, passage entry with round head.  
Nos 1 to 23 (odd) form a group with the Parish Church of St Mary Magdalene."

## 3 Proposal

- 3.1 To allow for an original opening to the rear of the ground floor to be reinstated.

## 4 Use

- 4.1 The opening shall be used as a fire exit to allow for a preferred fire layout.

## 5 Design

- 5.1 The alterations to the property are to be complimentary to the already approved drawings. The revised exit shall allow for a preferred fire exit route.
- 5.2 Alterations to the external of the property shall be minimal and shall move the existing opening from the side of the rear extension to the rear of the main property.
- 5.3 As stated the opening is original and has been blocked up at some point on the buildings history (see appendix 1)
- 5.4 All alterations to the external of the property shall be made in the same materials as existing. The alterations are designed to improve the

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property both internally and externally whilst maintaining its listed features and maintain the street scene of Church Street.

## **6 Landscaping**

- 6.1 There shall be no alterations to the landscaping.

## **7 Access**

- 7.1 Access to the rear shall be altered as access shall no longer be gained through the meeting room but through the corridor.

## **8 Appraising the Context**

- 8.1 All of the proposed alterations are designed to improve the appearance of the property and to improve the internal layout and ambience of the building. None of the alterations proposed shall cast a shadow upon existing features or properties in the area.
- 8.2 The proposal shall not cause any alterations to the street scene of Church Street and shall maintain all existing listed features.
- 8.3 On completion the property shall allow a clearer, more coherent layout for the proposed use.
- 8.4 The rear elevation shall be improved by the reinstatement of the original opening to the ground floor.

The proposal shall in no way interfere with the street scene at large and shall improve the rear elevation of the property. All listed components and elevations shall be maintained. The proposal shall not have any impact on the listed attributes of the property.

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## **Historical Merit Statement**

For

**5 Church Street**

at

Clitheroe, Lancashire

### **Report Completed By**

Jessica Townson  
AJH Associates  
21 Deanfield Court  
Clitheroe  
Lancashire  
BB7 1QS

## **1 Introduction**

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- 1.1 This Heritage Statement has been written with the aim in to evaluate the development in relation to its location within the heritage and conservation area of Clitheroe, the design of the proposal, and the underlying influences on the submission.
- 1.2 This document should be viewed in conjunction with the drawings submitted with the application.

## **2 Listed Building**

- 2.1 Grade II Listed Building description "Dated 1836 on rain water head and on inscriptions on one of the quoins to left. Moulded eaves cornice and band. 3 storeys, rendered, carved as stone. 2 and 4 windows, most hung sashes with glazing bars. Ground floor to left in channelled rustication with 1 modern window and 3 steps to C19 door of 5 panels, rectangular fanlight. Rusticated ground floor with 2 bowed lights with glazing bars, centre door. To left, passage entry with round head.  
Nos 1 to 23 (odd) form a group with the Parish Church of St Mary Magdalene."

## **3 Description of the Site**

- 3.1 The property is situated on Church Street, opposite the main entrance to Clitheroe Library.
- 3.2 The rear of the property stands adjacent to the Ribble Valley Council's main buildings. This elevation currently has a number of window opening blocked up.
- 3.3 Neighbouring properties include a Chinese takeaway to the south and an alley way to the North, allowing access to rear parking, followed by a Lloyds TSB bank.
- 3.4 Alterations to the rear of the property shall have little bearing upon the street scene of Clitheroe and shall return the property to its existing proposed state.
- 3.5 Alterations to the to the front elevation shall in no way detract from the properties listed features, nor shall it detract from the street scene, the

proposed signage has been designed with the RVBC Approved colour scheme in mind and has no great massing.

#### **4 What historical data tells us about the site**

- 4.1 Historical maps and aerial photographs of the site have been consulted and are contained within the appendix of this document. Unfortunately it has not been possible to find any historical photographs of the site, and therefore some assumptions have been made with the information I have to hand.
- 4.2 As can be seen from the maps there is little consistency of the map type.
- 4.3 It has not been possible to find extensive amounts of detailed maps of the area of Clitheroe. Below is a summary of what the maps found show
- 4.4 1844 -1850 – the mass of buildings facing the street seems to be similar to that which stands today but the rear of the property does not seem to project as far as today's building.
- 4.5 1960's – This image is somewhat blurry, but does appear to be similar to the earlier image to the front of the property; there also appear to be a projecting building the rear of the property. it is difficult to comment much further due to the lack of detail displayed.
- 4.6 2009 – This aerial photograph shows the area in a very similar form to today. The projecting building to the rear displays the outbuildings and the rear development.
- 4.7 Today, 2011 - The photograph shows the extension to the rear with the accompanying outbuildings.

There is very little altered of the main building from its initial records to today, the addition of the rear extension and the dates of the outbuildings are unknown, though the outbuildings display similar character to the main building.

## 5 Historical Appraisal of the Scheme

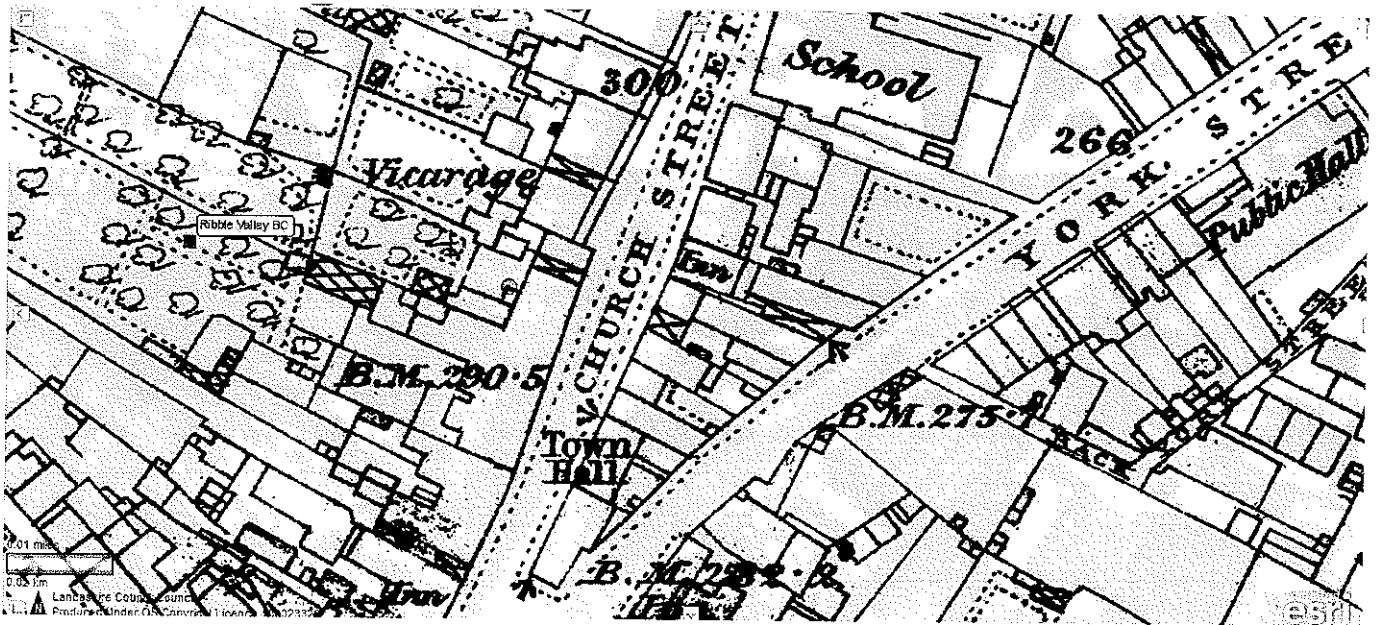
- 5.1 The heart of Clitheroe displays buildings of all designs and areas. However, the listed buildings in the town are maintained in their original condition where possible.
- 5.2 In terms of the proposal and its impact on the town's setting, we have been very careful as to not to touch the existing boundary when planning the site. External alterations shall merely return the property to its original intended state to the rear and the front elevation shall see the alterations to signage, the colours and massing chosen are sympathetic to the buildings and its surroundings.
- 5.3 We have been careful with the design of the alterations to ensure that its appearance within the town setting is non-intrusive. The proposed alterations are extremely sympathetic to its surroundings and its design shall bear little alterations to the town.

## 6 Appendix List

- 1) Map circa 1844 - 1850
- 2) Arial Photograph 1960's
- 3) Arial Photograph circa 2009
- 4) Arial Photograph circa 2011

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OS First Edition - Map circa 1844 - 1850

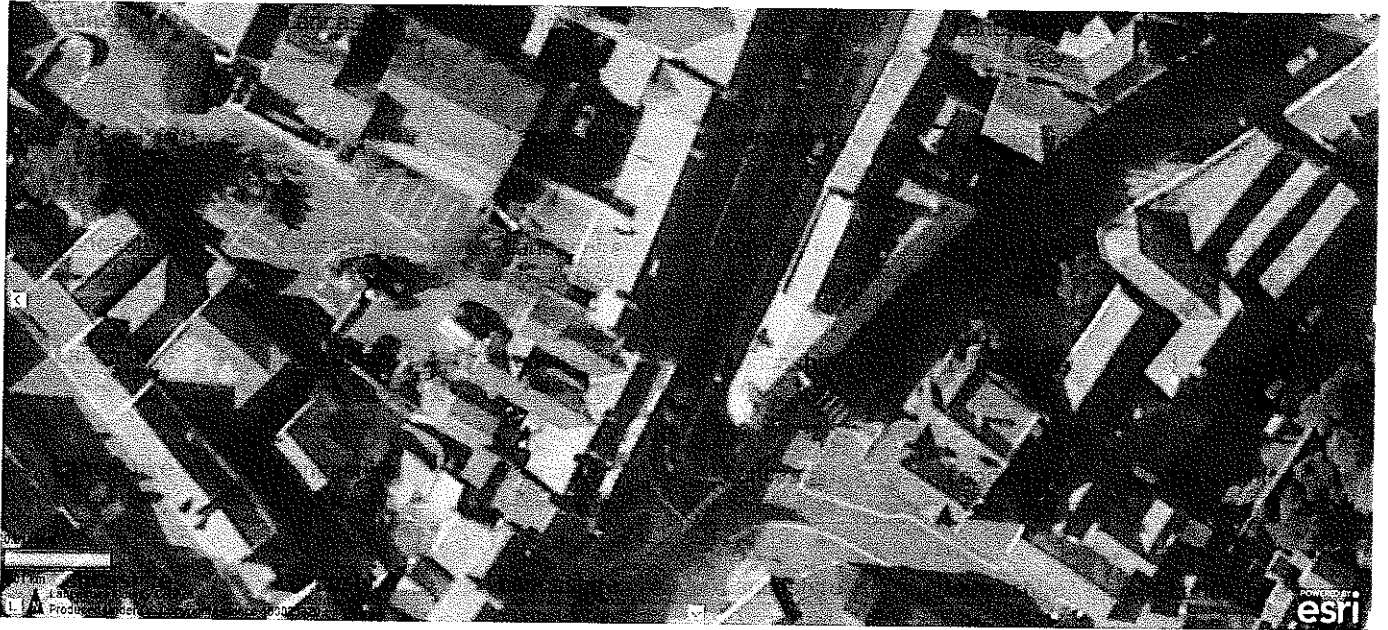


Aerial Photograph 1960's

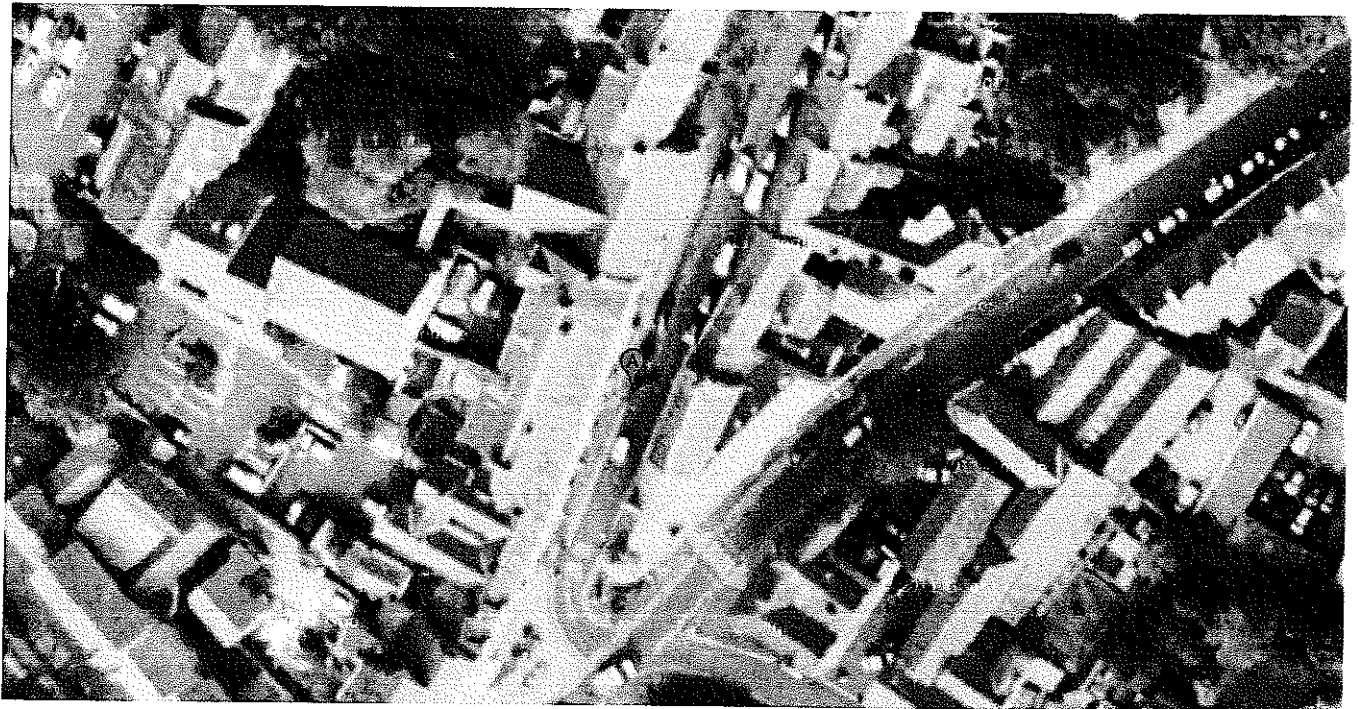


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Arial Photograph circa 2009



Arial Photograph 2011



APPENDIX 1 - RED BRICK WHERE OPENING

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