



The City of Liverpool

www.liverpool.gov.uk • Planning & Building Control, Municipal Buildings, Dale Street, L2 2DH • 0151 233 3021

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:	Craig	Surname:	Bentley		
Company name:	The Reader Organisation						
Street address:	The Mansion House, Calderstones Road			Telephone number:	Country Code	National Number	Extension Number
Town/City:	Liverpool			Mobile number:			
County:	Liverpool			Fax number:			
Country:	United Kingdom			Email address:			
Postcode:	L18 3JB						
Are you an agent acting on behalf of the applicant?				<input checked="" type="radio"/> Yes	<input type="radio"/> No		

2. Agent Name, Address and Contact Details

Title:	Mr	First Name:	Andrew	Surname:	Wright		
Company name:	Cass Associates						
Street address:	Cass Associates Studio 104 The Tea Factory 82 Wood Street			Telephone number:	Country Code	National Number	Extension Number
						0151 707 0110	
Town/City:	Liverpool			Mobile number:			
County:	Merseyside (Met County)			Fax number:			
Country:	United Kingdom			Email address:			
Postcode:	L1 4DQ			all@cassassociates.co.uk			

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):

(1) PLANNING APPLICATION FOR CHANGE OF USE FROM OFFICE TO EDUCATION CENTRE TOGETHER WITH OFFICE SUITES, EXHIBITION SPACE, CAFÉ, MEETING & FUNCTION ROOMS AND AN ADDITIONAL APARTMENT AND THE CONSTRUCTION OF WORKSHOP AND EXHIBITION ENCLOSURE AND NEW ACCESS RAMPS.
(2) LISTED BUILDING CONSENT APPLICATION FOR INTERNAL AND EXTERNAL ALTERATIONS

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)

House:	<input type="text"/>	Suffix:	<input type="text"/>
House name:	<input type="text" value="The Mansion House"/>		
Street address:	<input type="text" value="Calderstones Road"/>		
	<input type="text"/>		
Town/City:	<input type="text" value="Liverpool"/>		
County:	<input type="text" value="Merseyside"/>		
Postcode:	<input type="text" value="L18 3JB"/>		

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

Easting:	<input type="text" value="340620"/>
Northing:	<input type="text" value="387562"/>

Description:

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:	<input type="text" value="Ms"/>	First name:	<input type="text" value="Wendy"/>	Surname:	<input type="text" value="Morgan"/>
--------	---------------------------------	-------------	------------------------------------	----------	-------------------------------------

Reference:

Date (DD/MM/YYYY): (Must be pre-application submission)

Details of the pre-application advice received:

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

If Yes, please provide details:

Have arrangements been made for the separate storage and collection of recyclable waste? ☒ Yes ☐ No

If Yes, please provide details:

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

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

Please describe the building or part of the building you are proposing to demolish:

Refer to Planning, Design & Access Statement.

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

Refer to Planning, Design & Access Statement.

10. Listed building alterations

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):

Refer to drawings and accompanying Planning, Design & Access Statement

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	Within Calderstones Park as a whole parking provision 215 vehicles		

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:

Painted render, exposed brick, painted brick

Description of *proposed* materials and finishes:

To match existing

Roof covering- add description

Description of *existing* materials and finishes:

Slate, lead, bitumen felt to flat roof

Description of *proposed* materials and finishes:

To match existing. Profile metal with integrated rooflights to new workshop building

14. Materials (continued)

Chimney - add description

Description of *existing* materials and finishes:

Partial render

Description of *proposed* materials and finishes:

N/A

Windows - add description

Description of *existing* materials and finishes:

Refer to existing elevation drawings - 1165/706, 707, 708, 709. Predominantly painted sash windows

Description of *proposed* materials and finishes:

Refer to proposed elevation drawings 1165/714, 715, 716, 717

External doors - add description

Description of *existing* materials and finishes:

Refer to elevation drawings 1165/706, 707, 708, 709

Description of *proposed* materials and finishes:

Refer to elevation drawings 1165/714, 715, 716, 717

Ceilings - add description

Description of *existing* materials and finishes:

Refer to drawings 1165/703, 1165/704 and 1165/705

Description of *proposed* materials and finishes:

Refer to drawings 1165/711, 1165/712 and 1165/713

Internal walls - add description

Description of *existing* materials and finishes:

Refer to drawings 1165/703, 1165/704 and 1165/705

Description of *proposed* materials and finishes:

Refer to drawings 1165/711, 1165/712 and 1165/713

Floors - add description

Description of *existing* materials and finishes:

Refer to drawings 1165/703, 1165/704 and 1165/705

Description of *proposed* materials and finishes:

Refer to drawings 1165/711, 1165/712 and 1165/713

Internal doors - add description

Description of *existing* materials and finishes:

Refer to drawings 1165/703, 1165/704 and 1165/705

Description of *proposed* materials and finishes:

Refer to drawings 1165/711, 1165/712 and 1165/713

Rainwater goods - add description

Description of *existing* materials and finishes:

Refer to elevation drawings 1165/706, 707, 708, 709

Description of *proposed* materials and finishes:

Refer to elevation drawings 1165/714, 715, 716, 717

Boundary treatments - add description

Description of *existing* materials and finishes:

Refer to Plan 1165/703 and elevation drawings 1165/706, 707, 708, 709

Description of *proposed* materials and finishes:

Refer to Plan 1165/711 and elevation drawings 1165/711, 712, 713, 714

Vehicle access and hard standing - add description

Description of *existing* materials and finishes:

Refer to Plan 1165/703

Description of *proposed* materials and finishes:

Refer to Plan 1165/711

Lighting - add description

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

14. Materials (continued)

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

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

Refer to attached drawing schedule

15. Foul Sewage

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

If Yes, please include the details of the existing system on the application drawings and state references for the plan(s)/drawing(s):

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:

Office/Administration Centre

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

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 design, demolition and 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

Market Housing - Proposed

	Number of bedrooms				
	1	2	3	4+	Unknown
Houses					
Flats/Maisonettes		1			
Live-Work units					
Cluster flats					
Sheltered housing					
Bedsit/Studios	1				
Unknown					

Proposed Market Housing Total 2

Market Housing - Existing

	Number of bedrooms				
	1	2	3	4+	Unknown
Houses					
Flats/Maisonettes			1		
Live-Work units					
Cluster flats					
Sheltered housing					
Bedsit/Studios					
Unknown					

Existing Market Housing Total 1

Overall Residential Unit Totals

Total proposed residential units	2
Total existing residential units	1

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	68.0		312.0	312.0
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)	1903.0	0.0	389.0	389.0
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	1177.0	1177.0
D2	Assembly and leisure	0.0	0.0	0.0	0.0
Other	Please Specify	44.0	0.0	20.0	20.0
Total		2015.0	0.0	1898.0	1898.0

22. All Types of Development: Non-residential Floorspace (continued)

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
-----------	--------------	--	---	----------------------

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	20	0	0

24. Hours of Opening

If known, please state the hours of opening (e.g. 15:30) 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	08:00:00	19:00:00	08:00:00	19:00:00	08:00:00	19:00:00	<input type="checkbox"/>
B1A	00:00:00	23:59:00	00:00:00	23:59:00	00:00:00	23:59:00	<input type="checkbox"/>
D1	08:00:00	01:00:00	08:00:00	01:00:00	08:00:00	01:00:00	<input type="checkbox"/>

25. Site Area

What is the site area?

00.55

hectares

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:

Commercial kitchen to serve cafe/dining areas

Is the proposal for a waste management development? ☐ Yes ☒ No

27. Hazardous Substances

Is any hazardous waste involved in the proposal? ☐ Yes ☒ No

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

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*) and/or agricultural tenant (*“agricultural tenant” has the meaning given in section 65(8) of the Town and Country Planning Act 1990*) of any part of the land or building to which this application relates.

29. Certificates (Certificate B - continued)

Owner/Agricultural Tenant				Date notice served			
Name	Liverpool City Council			24/02/2015			
Number:		Suffix:				House name:	Millennium House
Street:	Victoria Street						
Locality:							
Town:	Liverpool						
Postcode:	L1 6JD						
Name							
Number:		Suffix:				House name:	
Street:							
Locality:							
Town:							
Postcode:							
Name							
Number:		Suffix:				House name:	
Street:							
Locality:							
Town:							
Postcode:							
Name							
Number:		Suffix:				House name:	
Street:							
Locality:							
Town:							
Postcode:							
Name							
Number:		Suffix:				House name:	
Street:							
Locality:							
Town:							
Postcode:							
Name							
Number:		Suffix:				House name:	
Street:							
Locality:							
Town:							
Postcode:							
Title: Mr First name: Andrew Surname: Wright							
Person role: Agent		Declaration date: 24/02/2015		<input checked="" type="checkbox"/> 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. 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 24/02/2015