



## LOCAL DEVELOPMENT FRAMEWORK



## Local List of Historic Buildings Supplementary Planning Document

July 2010

# 1. Introduction

- 1.1 This Supplementary Planning Document encourages the retention and conservation of the Borough's local heritage assets. The SPD is a material consideration in the assessment and determination of any planning application submitted for a site contained on the Cheshire East Local List. This guidance sets out the approach adopted in Cheshire East Borough, with the aim of achieving a common standard for all Locally Important Buildings. The Local List will supplement existing saved policies in the Congleton Local Plan (BH6), Crewe and Nantwich Local Plan (BE.13) and the Macclesfield Local Plan (BE20). It will also supersede the existing Local List Supplementary Planning Document for the former Macclesfield Borough.
- 1.2 The Government emphasises the need for good design which respects local distinctiveness, including reusing and incorporating existing buildings which contribute to the local distinctiveness and character of an area. Retaining buildings and structures on the local list meets the objectives of Planning Policy Statement 1, which seeks to promote or reinforce local distinctiveness and Planning Policy Statement 5; Planning for the Historic Environment, which encompasses local list entries as "heritage assets", stating that Heritage Assets are the valued components of the historic environment. PPS 5 also goes on to say, "they include designated heritage assets (as defined in this PPS) and assets identified by the local planning authority during the process of decision-making or through the plan-making process (including local listing)".<sup>1</sup>
- 1.3 Who should use the Supplementary Planning Document?

The SPD has been written for:-

- Councillors and Development Management Officers at Cheshire East Council, to guide their consideration of relevant planning applications.
- Architects and Designers, in order to explain the Council's approach to applications relating to buildings or structures on the Local List, so that they can incorporate this guidance within their planning applications.
- Residents, to offer guidance to enable desired alterations and extensions to harmonise with and respect the character of the building or structure.
- Anyone who wishes to promote Local Heritage within Cheshire East.

## 2. Relevant Local Plan Policies

The Supplementary Planning Document supports the following saved Local Plan Policies concerning the Local List of Historic Buildings.

- 2.1 Macclesfield Area; Local Plan Policy BE20:

**"NON-LISTED BUILDINGS AND OTHER STRUCTURES OF ARCHITECTURAL OR HISTORIC INTEREST DO NOT ENJOY THE FULL PROTECTION OF**

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<sup>1</sup> PPS 5: Planning and the Historic Environment, Annex 2; Terminology

**STATUTORY LISTING. HOWEVER, DEVELOPMENT WHICH WOULD ADVERSELY AFFECT THEIR ARCHITECTURAL OR HISTORIC CHARACTER WILL ONLY BE ALLOWED IF THE BOROUGH COUNCIL IS SATISFIED THAT THE BUILDING OR STRUCTURE IS BEYOND REASONABLE REPAIR”.**

## **2.2 Local Plan Policy BH6: Congleton**

**“DEVELOPMENT PROPOSALS INVOLVING BUILDINGS AND STRUCTURES LOCALLY LISTED AS BEING OF ARCHITECTURAL AND/OR HISTORIC INTEREST WILL ONLY BE ALLOWED IF THE BOROUGH COUNCIL IS SATISFIED THAT THE ARCHITECTURAL AND / OR HISTORIC CHARACTER IS CONSERVED AND THAT IN THOSE INSTANCES WHERE DEMOLITION IS INVOLVED THIS IS UNAVOIDABLE”**

## **2.3 Local Plan Policy BE:13 ; Crewe and Nantwich**

**“BUILDINGS OR STRUCTURES INCLUDED IN THE NON-STATUTORY LIST OF BUILDINGS AND STRUCTURES OF LOCAL ARCHITECTURAL OR HISTORIC INTEREST WILL BE PROTECTED FROM INAPPROPRIATE DEVELOPMENT PROPOSALS AFFECTING THE REASON FOR THEIR INCLUSION IN THE LIST; UNLESS IT CAN BE CLEARLY DEMONSTRATED THAT THERE ARE REASONS FOR THE DEVELOPMENT WHICH OUTWEIGH THE NEED TO SAFEGUARD THE BUILDING OR STRUCTURE.”**

# **3. Criteria for the selection of buildings**

- 3.1** Nominations should represent the best of the non-statutory listed buildings in the borough, be substantially unaltered and retain the majority of original features. The nominated building is required to fulfil one or more of the following to be considered for local listing.

### **Architectural or historic character**

- Design qualities typical of the local vernacular which contribute to the importance of the building.
- Buildings which are too recent or in some other respect fail to meet the criteria for statutory listing.

### **Historical associations**

- Association with local historic events; people; locally or nationally important architects, engineers or designers.

### **Display evidence of “Local Distinctiveness”**

- Help define a sense of place and local distinctiveness to individual communities
- Reflect traditional functional character of, or former use within the area

### **Group value**

- Buildings and or groups of buildings which due to their form, massing and appearance provide a significant contribution to the street scene.

### **Townscape value**

- A building that makes a special contribution to the environment of a street or locality by being a characterful, time-honoured or locally valued feature

- Being part of a planned layout that has remained substantially intact (for example, a terrace, square, crescent, estate, etc).  
Contribute to the local street scene by virtue of landmark quality, interest as a curiosity or contribution to the quality of recognisable space

## 4. Implications of local listing

- 4.1 Inclusion on the local list is not primarily intended to restrict development, but will seek to ensure that any proposals take into consideration the local significance of the building.
- 4.2 Consideration to alter or demolish buildings/structures on the Local List can only be determined if such proposals require or are associated with an application for planning permission. Local List status will be taken into account as a material consideration through the planning processes. Permitted development rights are not affected by this designation. Inclusion in this list does not afford any additional statutory protection or grant aid.
- 4.3 Cheshire East Council is committed to protecting local heritage and as such will always favour the retention of a locally listed building where practicable. Normally, loss of the building will only be permitted if Cheshire East Council is satisfied it is beyond reasonable repair. Imaginative ideas will be sought by Development Management Officers to ensure elements of the locally listed building are incorporated into any new design proposal.
- 4.4 Where retention proves impracticable, the council will require that a photographic record of the building is made prior to demolition and submitted to the Council for record purposes.

## 5. Assessment of proposals for development involving a Locally Listed Building

- 5.1 Where an application is submitted to Cheshire East Council for alteration, extension or demolition the special interest of the building/structure will be taken into consideration and its local listing status will be a *material consideration* when determining the application. HE7 of PPS 5; Planning for the Historic Environment, outlines in greater detail the principles guiding the determination of applications for consent relating to Heritage Assets.
- 5.2 Development schemes which are brought forward for sites containing buildings of historic or architectural merit should be considered in light of the contribution that the building already makes to the local environment as well as the impact any new or replacement development may have upon the visual amenity and local character of an area.
- 5.3 Buildings subject to a current planning application or appeal are not considered eligible for inclusion in the local list because consideration for inclusion at this stage is likely to be taken as prejudicing fair consideration of the application. In the case of refusal of an application involving a

building of potential interest, applicants have six months in which to lodge an appeal. Once this time period has elapsed the building(s) may be added to the Local List.

- 5.4 Buildings are automatically removed from the Local List if they become statutorily listed or are demolished<sup>2</sup>. Buildings radically altered after inclusion on the list may only be removed by decision of Cheshire East Borough Council.
- 5.5 If planning permission is refused on Local Listing, or any other grounds, then applicants have their usual right of appeal to the Planning Inspectorate.

## **Demolition**

- 5.6 There is no statutory protection for buildings on the Local List outside a conservation area; however, alterations, extensions, and changes of use may still require planning permission. Within Conservation Areas the demolition of unlisted buildings requires Conservation Area Consent. The inclusion of a building on the local list is a material consideration in the determination of application for planning and Conservation Area Consent. Planning permission or other relevant consent will not normally be granted for the demolition of a building on the local list.
- 5.7 Proposals for the demolition of locally listed buildings must normally demonstrate clear and convincing evidence that the building is no longer of local importance. Redevelopment proposals for buildings on the Local List should consider how such buildings can be incorporated into the development rather than demolished.
- 5.8 In cases where permission is granted for the demolition of a locally listed building, Cheshire East Council requires that provision is made by the developer to accurately record the building prior to demolition. Any archaeological survey work and accompanying report should be provided to the Council prior to the commencement of demolition. The information will be required to be made available for the Historic Environments Record and in local libraries for the purposes of local interest.
- 5.9 Where redevelopment is in accordance with Local Plan policies, there will be an expectation that the building is replaced with one of equal or greater architectural merit.

## **Sustainability**

- 5.10 Sustainable development has become a government priority. Defined as “development which meets the needs of the present without compromising the ability of future generations to meet their own needs”, it includes the adaptation and reuse of historic buildings.

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<sup>2</sup> Approval of the buildings demolition is not in itself a justified reason for removal from the list, only when demolition is carried out in full, the building is removed from the list.

- 5.11 Buildings and structures with architectural or historic interest, including those of local importance, are also a finite cultural resource which, once lost, cannot be replaced. When the energy used in demolition, waste disposal, site remediation, and the construction of new buildings is considered, there is a strong environmental argument for promoting the reuse of the historic building stock. The identification and conservation of locally important buildings can boost pride in the local area and help preserve and enhance the historic environment for the benefit of future generations.

### **The setting of a locally listed building**

- 5.12 Planning permission will not normally be granted for alterations, extensions or development which adversely affects the architectural or historic character of the building or its setting. It is recommended that proposals to alter and repair buildings of local importance should be drawn up and carried out by professionals who have experience of working on historic buildings. (refer to Section 5; Application Checklist).

## **6. Guidance on alterations and extensions**

- 6.1 It is hoped that the unique qualities of Locally Important Buildings recognised through inclusion in the Local List will encourage owners to take pride in their care and conservation. Alterations and extensions which respect the character of a property can also add to its value.
- 6.2 Cheshire East Council nevertheless recognises that buildings often need to be altered or adapted for changing needs. Where alterations are proposed, understanding of the buildings architectural or historic interest can help inform the most appropriate approach.
- 6.3 The following guidance will also be used as appropriate in the assessment of alterations to a building on the Local List where planning permission is required.

### **Extensions**

- 6.4 Extensions should be designed to conserve or enhance the appearance, scale and character of the building. They should normally be subservient to the host building in height and massing. If traditional approach is adopted then attention to historic detailing, materials and workmanship is important. If a contemporary style is adopted the materials, quality, detailing and design should complement the existing building.

### **Repairs**

- 6.5 Where historic fabric has deteriorated, repair rather than replacement should always be the first option.

## **Roofs**

- 6.6 Roofing materials and chimneys all contribute to the character and local distinctiveness of an area. Concrete tiles and slates have different weathering properties and are often heavier, requiring additional strengthening of the roof timbers which may be harmful to the character of the Locally Important Building.
- 6.7 Roof lights and dormer windows can affect the character of the building and may not be appropriate. Roof lights should be kept to a minimum and located on the rear elevation where possible. Special conservation roof lights, fitted flush to the roof can reduce the visual impact.

## **Joinery**

- 6.8 Original joinery details such as windows and doors contribute to the character of the building and the street scene and should be retained wherever possible. Modern details such as UPVC windows and doors with integral glazed fanlights and stained or varnished joinery is not normally appropriate.

## **Research**

- 6.9 Proposals for alterations should seek to conserve the architectural or historic character of the building, so it is important to identify features which contribute to the character of the building or site. Specialist historic building consultants can help inform future changes and offer sensitive solutions. The heritage statement accompanying any application needs to clearly show there is an understanding of the important elements of the building or site, and evidence of how the scheme has been conceived, justifying how the proposals will respect the historic fabric or setting.

## **Setting**

- 6.10 Consideration should be given to the location and design of new buildings within the grounds of locally listed buildings. The setting of a locally listed building may include land outside the buildings curtilage and could include adjacent land, important views or the wider street scene.

## **Boundary details**

- 6.11 Walls, fences and railings can contribute to a building's character and new boundary features should be of an appropriate design. Original features should be retained where possible.

## **7. Application checklist**

- 7.1 The scope and degree of detail necessary in a Heritage Statement will vary according to the particular circumstances of each application.

- 7.2 Applicants are advised to discuss proposals affecting a locally listed buildings or its setting with a Conservation Officer or Planning Officer before any application is made.
- 7.3 Guidance on the information required when submitting an application affecting a locally listed building is contained within Policy HE6 of PPS 5; Planning for the Historic Environment.

## **8. Nominating Buildings for the Local List**

### **Reviewing the list**

- 8.1 Anyone can nominate a building for inclusion on the local list, Parish and Town Councils, amenity societies, local history groups, local residents and members of the public. A full review of the local list will take place every five years. An internal emergency procedure is in place for Officers to include buildings on an ad hoc basis.
- 8.2 Nominations are welcome before the review process is carried out. These will be kept on record.

### **Emergency procedure**

- 8.3 In exceptional cases, buildings of interest which are worthy of inclusion will come to light. It is therefore considered necessary to provide a mechanism for such buildings to be offered immediate protection by means of inclusion on the Local List, without a requirement for full review of the list or SPD.
- 8.4 In such cases, a report will be presented to the appropriate committee of the Council, with recommendations for the buildings inclusion onto the local list. The report will include justifications for the building's local interest based upon adopted criteria, as set out in the SPD.

### **Formal Designation of Local List Buildings**

- 8.5 Buildings nominated for Local Listing are assessed against the agreed criteria by Conservation team in the first instance.
- 8.6 All reasonable effort will be made to notify owners when their building has been added to the local list with an explanation of what this means and how it affects them.
- 8.7 Requests for a building to be removed from the Local List must be supported by evidence to show that the building or structure is no longer of special interest and therefore no longer merits inclusion on the list. A building can only be removed from the list with the agreement of Cheshire East Council.

## 9. Nominating a Building/Structure for the Local List of Historic Buildings

- 9.1 Before nominating a building for the local list, check the building in question doesn't already appear on the English Heritage statutory list on the Heritage Gateway

[http://www.heritagegateway.org.uk/gateway/advanced\\_search.aspx](http://www.heritagegateway.org.uk/gateway/advanced_search.aspx).

If the building **does not** appear on this list please submit your nomination using the following procedure.

- 9.2 Nominations should include as much information as possible in order to allow officers to make an informal decision, before formal recommendation to members. The following is a guide to the type of information required;-
- a) Name and address (or precise location) of the building being put forward
  - b) The reason for nomination, preferably with reference to the criteria for selection
  - c) At least one digital photograph of the entire building
  - d) Any available history of the building, with particular emphasis on dating evidence from maps
  - e) Any other relevant information
- 9.3 It may not be possible to supply all of the information noted above and this should not discourage people from nominating buildings or features for inclusion, but is desired where practicable. The Council will review all nominations.

Please send nomination forms and accompanying information to

Planning Service  
Heritage and Design  
Town Hall  
Cheshire East Council  
Macclesfield  
Cheshire  
SK10 1DX

Telephone; - 01625 504672

Email; - [emma.mellor@cheshireeast.gov.uk](mailto:emma.mellor@cheshireeast.gov.uk)

**Nomination forms are available on the internet, at Council Offices or by contacting the Conservation Officer.**

- 9.4 The adopted Local List features the name and address of the building or structure and a short reason for inclusion on the List. A full paper copy of the Local List is made available at libraries across the Borough and on the Cheshire East web site.

## Nominating a Building/Structure for the Local List of Historic Buildings

Please read the guidance notes on nominating a building/structure for the Local List of Historic Buildings SPD before filling out this form.

<b>1</b>	<b>Your Details</b>	
	Name	
	Address	
	Phone number	
<b>2</b>	<b>Details of Building</b>	
	Name of Building or Structure	
	Property Address/Location	
	Building/Structure Type	<i>please specify</i> .....
	Date of construction (if known)	
	Building Materials	<i>please specify</i> .....
<b>3</b>	<b>Reasons for Nomination (please refer to SPD guidance)</b>	

	Do you know who the owner is?	YES/NO (If yes please give name and address):
	<b>Additional information</b> (for example references from books or periodicals; research undertaken in your local library /archives department)	

**Please remember to attach photographs (electronic is preferable) and accurate address in support of your nomination**

Please send the completed form to:

Planning Services, Heritage and Design, Cheshire East Council, PO Box 40, Town Hall,  
Macclesfield, Cheshire, SK10 1DX

or email [emma.mellor@cheshireeast.gov.uk](mailto:emma.mellor@cheshireeast.gov.uk)

