



Application Number	
Date Logged	
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Card	Other
KIRKLEES COUNCIL VALIDATION CHECKLIST	SUPPLY 1 COPY ONLY

Planning - PO Box 1720, Huddersfield, HD1 9EL  
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## Application for Planning Permission; Listed Building Consent for alterations, extension or demolition of a listed building

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

## Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

Church of the Holy Innocents located on the corner of Vicarage Road & Saville Road.

## Applicant Details

### Name/Company

Title

Mr

First name

Chris

Surname

Nicol

Company Name

### Address

Address line 1

The Grove

Address line 2

Cartwright Street,

Address line 3

Cleckheaton

Town/City

Bradford

County

West Yorkshire

Country

United Kingdom

Postcode

BD19 5LX

Are you an agent acting on behalf of the applicant?

Yes

No

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Agent Details

Name/Company

Title

Mr

First name

R

Surname

Jones

Company Name

SC1 Property Limited

## Address

Address line 1

Flockton Chapel

Address line 2

11 Barnsley Road

Address line 3

Flockton

Town/City

Wakefield

County

West Yorkshire

Country

Postcode

WF4 4DP

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

### Description

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s)

sympathetic conversion of an existing listed church to (2no.) residential dwellings, forming new residents car park, external amenity spaces and associated works.

Has the development or work already been started without consent?

- Yes  
 No

## Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- Don't know  
 Grade I  
 Grade II\*  
 Grade II

Is it an ecclesiastical building?

- Don't know  
 Yes  
 No

## Demolition of Listed Building

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

- Yes  
 No

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

What is the total volume of the listed building?

4687.65	Cubic metres
---------	--------------

What is the volume of the part to be demolished?

30.15	Cubic metres
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What was the date (approximately) of the erection of the part to be removed?

Month

May
-----

Year

1858
------

(Date must be pre-application submission)

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

demolition of existing building fabric to facilitate the installation of new building fabric. the demolition will consist of the following;

- 1) cutting out new apertures within existing floor to facilitate casting of new pad foundations associated with new internal steel structure
- 2) part/local demolition of existing roof to facilitate installation of new roof lights
- 3) part/local demolition of pockets within existing walls to facilitate installation of new steelwork structure
- 4) 'soft strip' removal of existing pews, benching etc as shown on demo drawing.
- 5) cutting minimal apertures within roof structure to facilitate installation of new ventilation system.

please refer to submitted drawings which show extent of area to be demolished

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

to facilitate installation of new building fabric. the intention is to keep any demolition to an absolute minimum and retain as much of the existing building as possible. the existing walls are generally 800mm thick and over 1m thick in places so the design intent is to locate any required penetration within the roof as as this is less invasive (reducing loss of original building fabric) and less obvious when the building is viewed from outside.

## Immunity from Listing

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

- Yes  
 No

## Listed Building Alterations

Do the proposed works include alterations to a listed building?

- Yes  
 No

**If Yes, do the proposed works include**

a) works to the interior of the building?

- Yes  
 No

b) works to the exterior of the building?

- Yes  
 No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- Yes  
 No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- Yes  
 No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please refer to previous description relating to demolition areas. Also please refer to the design & access statement and the demolition drawings (22-111-A11).

## Materials

Does the proposed development require any materials to be used?

- Yes  
 No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

**Type:**

Internal walls

**Existing materials and finishes:**

plastered masonry

**Proposed materials and finishes:**

generally lightweight none loadbearing internal studwork walls with plasterboard internal finish.

**Type:**

Internal doors

**Existing materials and finishes:**

heavy timber doors

**Proposed materials and finishes:**

the existing doors are to be retained. any new doors will typically be set within new lightweight internal walling.

**Type:**

Vehicle access and hard standing

**Existing materials and finishes:**

broken concrete footpaths

**Proposed materials and finishes:**

paving sets (tegula or similar) to new paved surfacing

**Type:**

Lighting

**Existing materials and finishes:**

N/A

**Proposed materials and finishes:**

proposed new lighting scheme will generally consist of low level lighting (ie: bollards, feature lighting and recessed floor lighting) rather than wall mounted lighting. this could be conditioned and information supplied once specialist design has been undertaken during the construction phase.

**Type:**

Boundary treatments (e.g. fences, walls)

**Existing materials and finishes:**

existing broken concrete perimeter footpath.

**Proposed materials and finishes:**

new paving sets (tegula or similar) and soft landscaping delineating residential boundaries.

**Type:**

Floors

**Existing materials and finishes:**

n/a

**Proposed materials and finishes:**

new intermediate floors (floors above ground) shall be independent from main fabric and supported by new internal steel frame.

**Type:**

Roof covering

**Existing materials and finishes:**

existing pitched slate roof

**Proposed materials and finishes:**

new rooflights located in existing slate roofing.

**Type:**

Windows

**Existing materials and finishes:**

Existing stained glass windows, some with external protective Perspex sheeting to feature ground floor windows (refer to elevations for locations)

**Proposed materials and finishes:**

Carefully remove existing external sheet and discard.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

If Yes, please state references for the plans, drawings and/or design and access statement

the drawing references are noted below;

Heritage, Design & Access Statement  
 Notice No.1

22-111-01 Existing Site Plan  
 22-111-02 Existing Ground Floor & Basement Plan  
 22-111-03 Existing First Floor to Roof  
 22-111-04 Existing Elevations (sheet 1)  
 22-111-05 Existing Elevations (sheet 2)  
 22-111-06 Existing Sections (sheet 1) - Sec A-A  
 22-111-07 Existing Sections (sheet 2) - Sec B-B  
 22-111-08 Existing Sections (sheet 3) - Sec A1, B1 & C-C  
 22-111-09 Existing Sections (sheet 4) - Sec D-D & E-E  
 22-111-10 Existing Sections (sheet 5) - Sec F-F & G-G  
 22-111-11 Demolition Drawing  
 22-111-12 Proposed Site Plan  
 22-111-13 Proposed Ground Floor & Basement Plan  
 22-111-14 Proposed First Floor to Roof  
 22-111-15 Proposed Elevations (sheet 1)  
 22-111-16 Proposed Elevations (sheet 2)  
 22-111-17 Proposed Sections (sheet 1) - Sec B-B  
 22-111-18 Proposed Sections (sheet 2) - Sec E-E & F-F  
 22-111-18 Grave Locations (around parking area)

**Site Area**

What is the measurement of the site area? (numeric characters only).

1265.00

Unit

Sq. metres

**Existing Use**

Please describe the current use of the site

existing church building

Is the site currently vacant?

Yes

No

If Yes, please describe the last use of the site

church

When did this use end (if known)?

24/04/2019

**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

## **Pedestrian and Vehicle Access, Roads and Rights of Way**

Is a new or altered vehicular 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

If you answered Yes to any of the above questions, please show details on your plans/drawings and state their reference numbers

refer to Proposed Site Plan (drawing 22-111-12) for the extent of new vehicular access, parking, new landscaping and associated works etc

## Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes  
 No

Please provide information on the existing and proposed number of on-site parking spaces

### Vehicle Type:

Cars

### Existing number of spaces:

0

### Total proposed (including spaces retained):

7

### Difference in spaces:

7

## Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer  
 Septic tank  
 Package treatment plant  
 Cess pit  
 Other  
 Unknown

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 the plan(s)/drawing(s) references

the drainage design will be undertaken by the structural engineer once an intrusive building and ground conditions survey has been completed. refer to Heritage, Design & Access Statement for more information.

## Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes  
 No

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

Existing water course

Soakaway

Main sewer

Pond/lake

## 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 the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The 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'.**

## Biodiversity and Geological Conservation

**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?**

**To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.**

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

### Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the 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.

Your local planning authority will be able to advise on the content of any assessments that may be required.

## Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

[Find out more about biodiversity net gain, and access digital tools from our partners that can help determine if you are exempt, or produce the biodiversity metric information required.](#)

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in [Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 \(as amended\)](#)) would apply?

- Yes  
 No

Based on your site details, you are likely eligible to [use our partner's online tool to create the metric sheet and all information and supporting documents and plans you need to comply with biodiversity net gain, including the metric sheet.](#) Estimated time to complete is 45 minutes.

Please provide the pre-development biodiversity value of onsite habitats on the date of calculation

0.9

Please provide the date the onsite pre-development biodiversity value was calculated

08/12/2023

Note: This should be either the date of the application, or an earlier proposed date

If an earlier date, to the date of the planning application, has been used, please provide details why this date has been used

this was at the same time the Ecological Impact Assessment was undertaken.

When was the version of the biodiversity metric used published?

08/12/2023

Please provide the reference or supporting document/plan names for the:

- Biodiversity metric calculation
- Onsite irreplaceable habitats (if applicable)
- Onsite habitats existing on the date of the application for planning permission (if applicable)

**Document/Plan:**

Biodiversity metric calculation

**Document name/reference:**

Heritage, Design & Access Statement (Appendix 8 & 9)

Note: You must supply a complete biodiversity metric calculation with your application. Plans must be drawn to an identified scale, and show the direction of North.

Has there been any loss (or degradation) of any onsite habitat(s), resulting from activities carried out before the date the onsite pre-development biodiversity value was calculated. Either:

- on or after 30 January 2020 which were not in accordance with a planning permission; or
- on or after 25 August 2023 which were in accordance with a planning permission?

- Yes  
 No

Does the development site have irreplaceable habitats (corresponding to the descriptions in [Column 1 of the Schedule in the Biodiversity Gain Requirements \(Irreplaceable Habitat\) Regulations \(2023\)](#)) which are:

- on land to which the application relates; and
- exist on the date of the application for planning permission, (or an earlier agreed date)

- Yes  
 No

## Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- Yes  
 No

If Yes, please provide details:

refer to site plan for residential bin store locations and also bin collection store

Have arrangements been made for the separate storage and collection of recyclable waste?

- Yes  
 No

If Yes, please provide details:

nothing more than residential refuse collection undertaken by the council. please refer to site plan for bin store locations

## Residential/Dwelling Units

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

- Yes  
 No

**Please note: This question is based on the current housing categories and types specified by government.**

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

### Proposed

Please select the housing categories that are relevant to the proposed units

- Market Housing  
 Social, Affordable or Intermediate Rent  
 Affordable Home Ownership  
 Starter Homes  
 Self-build and Custom Build

## Market Housing

Please specify each type of housing and number of units proposed

### Housing Type:

Other

### 1 Bedroom:

0

### 2 Bedroom:

0

### 3 Bedroom:

0

### 4+ Bedroom:

2

### Unknown Bedroom:

0

### Total:

2

Proposed Market Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Total
	0	0	0	2	0	2

## Existing

Please select the housing categories for any existing units on the site

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

## Totals

Total proposed residential units	2
Total existing residential units	0
Total net gain or loss of residential units	2

## All Types of Development: Non-Residential Floorspace

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

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- Yes
- No

Please add details of the Use Classes and floorspace.

**Use Class:**

D1

**Existing gross internal floorspace (square metres) (a):**

407

**Gross internal floorspace to be lost by change of use or demolition (square metres) (b):**

407

**Total gross new internal floorspace proposed (including changes of use) (square metres) (c):**

583

**Net additional gross internal floorspace following development (square metres) (d = c - a):**

176

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross new internal floorspace proposed (including changes of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
	407	407	583	176

### Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- Yes
- No

### Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes
- No

### Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes
- No

Is the proposal for a waste management development?

- Yes
- No

### Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes
- No

## Trade Effluent

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

- Yes  
 No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

**If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):**

Officer name:

Title

\*\*\*\*\* REDACTED \*\*\*\*\*

First Name

\*\*\*\*\* REDACTED \*\*\*\*\*

Surname

\*\*\*\*\* REDACTED \*\*\*\*\*

Reference

2024/20259

Date (must be pre-application submission)

19/11/2024

Details of the pre-application advice received

Please refer to Heritage, Design & Access Statement (appendix 3) for planning comments & the developers responses. Also refer to appendix 1 of the Viability Report for email dialogue between planning department and developer.

**Authority Employee/Member**

## Authority Employee/member

With respect to the Authority, is the applicant and/or agent one of the following:

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

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes
- No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- Yes
- No

Can you give appropriate notice to **all** the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- Yes
- No

## Certificate Of Ownership - Certificate B

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\* and/or agricultural tenant\*\* of any part of the land or building to which this application relates; or
- The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners\* and/or agricultural tenants\*\*.

\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years to run.

\*\* 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

Church House

**Number:**

**Suffix:**

**Address line 1:**

**Address Line 2:**

**Town/City:**

London

**Postcode:**

SW1P 3AZ

**Date notice served (DD/MM/YYYY):**

14/07/2023

Person Role

- The Applicant
- The Agent

Title

Mr

First Name

R

Surname

Jones

Declaration Date

10/01/2025

- Declaration made

## Declaration

I/We hereby apply for Full planning & listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

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

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

- I / We agree to the outlined declaration

Signed

S Cornell

Date

17/02/2025