



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

Planning - PO Box 1720, Huddersfield, HD1 9EL
E-mail: planning.portal@kirklees.gov.uk Tel: 01484 414746

Application for Listed Building Consent for alterations, extension or demolition of a listed building

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

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

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

Internal alterations to existing HMO including extract grills / flue to façade.

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

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

- a) Change of use of dwelling to form extension to adjoining offices in 1984. (Ref: 84/62/04645/B2)
b) Listed building consent for erection of extension and alterations in 1994 (Ref: 94/65/92179/W1)
c) Change of use from office (Class B1) to advice and information on drug problems centre (class D) in 1994 (Ref: 94/62/92856/W1)
d) Listed building consent for internal alterations in 1999 (Ref: 99/65/93494/W1)
Location Map Showing Surrounding Heritage Assets
Page 5
e) Change of use from offices to residential (A house for multi occupation) in 2008 (Ref: 2008/62/94082/W1)
f) Listed building consent for internal alterations to form a house for multi occupation (Ref: 2009/65/91546/W1)

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).

2985 ACU(100)02 -EXISTING FLOOR PLANS - SHEET 01-
2985 ACU(100)03 -EXISTING FLOOR PLANS - SHEET 02-
2985_ACU(1000 04 -EXISTING ELEVATIONS
2985_ACU(100) 05 -EXISTING SECTIONS
2985_ACU(200)01-PROPOSED BASEMENT AND GROUND FLOOR PLAN-
2985_ACU(200)02-PROPOSED FIRST AND SECOND FLOOR PLAN
2985_ACU(200)03-PROPOSED SECTION-
2985_ACU(200)04-PROPOSED ELEVATIONS
2985 Heritage Impact Statement

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:

Timber stud partitions.

Proposed materials and finishes:

Timber stud partitions and joisted platforms above ensuites to allow existing coving to remain unaffected.

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

2985 ACU(100)02 -EXISTING FLOOR PLANS - SHEET 01-
2985 ACU(100)03 -EXISTING FLOOR PLANS - SHEET 02-
2985_ACU(1000 04 -EXISTING ELEVATIONS
2985_ACU(100) 05 -EXISTING SECTIONS
2985_ACU(200)01-PROPOSED BASEMENT AND GROUND FLOOR PLAN-
2985_ACU(200)02-PROPOSED FIRST AND SECOND FLOOR PLAN
2985_ACU(200)03-PROPOSED SECTION-
2985_ACU(200)04-PROPOSED ELEVATIONS
2985 Heritage Impact Statement

Neighbour and Community Consultation

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

- 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

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

Certificates under 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?

E.g. All the land is owned by a single individual

Yes

No

Certificate Of Ownership - Certificate A

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.

Person Role

The Applicant

The Agent

Title

Mr

First Name

Jeremy

Surname

Child

Declaration Date

16/06/2026

Declaration made

Declaration

I/We hereby apply for 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

Simon Taylor

Date

17/06/2026