

# LISTED BUILDINGS

## CONSERVATION ADVICE NOTE 1

### WHAT IS A LISTED BUILDING?

A listing building is a building or structure included on a statutory list which is compiled by the Secretary of State for Culture, Media and Sport and is regarded as a building of special architectural or historic interest. The buildings are graded to reflect their relative importance:

- Grade I** Buildings of national or international importance, or fine little altered example of some particular period, style or building type e.g. Lancaster Castle
- Grade II\*** Buildings of regional or more than local importance, or major examples of some period, style or building type which may have had some alterations e.g. Midland Hotel
- Grade II** Buildings of local importance and special interest, which warrants every effort to preserve them. Most of the listed building within the Lancaster District fall into this category.



The Midland Hotel, a grade II\* listed building in Morecambe which dates from the 1930s

## WHY ARE BUILDINGS LISTED?

The historic built environment plays a crucial role in the cultural identification of places and communities. It also illustrates how an area has evolved throughout time. Buildings and structures are listed in order to identify them as cultural assets of national significance and protect an important part of our heritage from inappropriate changes.

These buildings are protected under the *Planning (Listed Buildings and Conservation Areas) Act 1990*.

What type of buildings are included on the list?

All properties selected are judged according to a set of national criteria, which are approved by the government's designated advisors, Historic England. The principles of selection for statutory listing are generally:

- All buildings prior to 1840 and survive in anything like their original form
- Buildings erected between 1840 and 1914 which are of definite quality and character
- Buildings erected between 1914 and 1945 and good examples of a particular style or works of an important architect
- Buildings after 1945 of outstanding quality

In selecting buildings for listing, other factors besides age are considered. These include, works of better known architects, buildings that are an important part of social and economic history or demonstrate technological innovation, those that have a significant association with a well-known person or event, or are important for townscape or landscape value.



Old Crowtrees is grade II listed late-17<sup>th</sup> century house in Melling

## HOW ARE BUILDINGS LISTED?

Buildings are normally selected for inclusion on the list through a series of national surveys. Many were completed in the Lancaster District in 1950s-1960s and then in the 1980s. But including buildings is a continual process so anyone from the public or local authority can nominate a building to be included.

## HOW FAR DOES THIS LISTING EXTEND?

The term 'building' in the legislation is defined as including any structure or erection, and any part of the building. Listing covers the interior, as well as the exterior, of the building and therefore the protection extends to any historic fixtures contained within the building.

In addition, any object or structure which is fixed to a listed building or which falls within the immediate curtilage of the building which has formed part of the land since before 1948, shall be treated as part of the building. For example, the curtilage may extend to a yard, garden, courtyard and boundary walls.



Smithy Cottage in Arkholme

The listing description, which can be found on Historic England's website (<https://historicengland.org.uk/listing/the-list/>), contains a brief summary of some of the architectural or historic features of interest. It is not a comprehensive list and, therefore, if a particular feature has been excluded from the description it should not be assumed this is of no interest or not covered by the listed status.

## WHAT DOES IT MEAN TO OWN A LISTED BUILDING?

There are over 1,300 listed buildings in the Lancaster District and they form an important part of the District's architectural and historical heritage. Listed buildings approximately account for 2% of England's total building stock and are irreplaceable and unique assets.

Subsequently, owning a listed building is a privilege and most owners take great pride in the fact their property is recognised as special. This privilege also brings with it a responsibility to maintain the building in a good state of repair and help to preserve and enhance its special character of future generations.

A building's listed status also means that most developments which would normally be classed as permitted development, such as the replacement of doors and windows, are removed. Consequently, all work to a listed building which would affect its character or appearance as a buildings of special architectural or historic interest requires listed building consent.

## WHEN IS LISTED BUILDING CONSENT REQUIRED?

Listed building consent is the control mechanism by which listed buildings are protected. It is necessary to obtain listed building consent for any works of demolition or for alterations or

extensions to a listed building which would affect its character or appearance. This should be obtained prior to commencing any works.

Relatively minor works may require consent, therefore, it is advisable to contact the Conservation Team within the Regeneration & Planning Service prior to carrying out any works to a listed building.

Here is a list of examples of when listed building consent would be required:

<b>Demolition</b>	The removal of whole or any part of a building, including chimney stacks, carved details or structures within the curtilage require listed building consent.
<b>Extensions</b>	All forms of extensions such as, porches, fire escapes, dormer windows require listed building consent. Such extensions should be of an appropriate scale and design, constructed with suitable materials which respect the appearance and character of the listed building.
<b>External Alterations</b>	Most external works require listed building consent as they normally have a significant effect on the overall appearance of a listed building. These include painting, rendering or cleaning of walls, replacement of doors and windows, new guttering and downspouts, new roofing materials or the insertion of roof lights. Repointing also requires listed building consent.
<b>Internal Alterations</b>	The removal or alteration of internal features that contribute to the building's historic or architectural character is normally discouraged and will therefore require listed building consent. This applies to features such as staircases, fireplaces, wall panelling, window shutters, doors, plasterwork and woodwork mouldings.
<b>Minor Works</b>	There are some standard external fixtures that require listed building consent when they affect the character of a listed building. These include satellite dishes, meter boxes, burglar alarms, security and other external lighting, CCTV cameras, door furniture, nameplates, signs and advertisements, central heating and other flues. Only non-damaging and visually unobtrusive positions for such fixtures should be agreed. Fitting new kitchens and bathrooms to existing kitchens and bathrooms are unlikely to require consent.
<b>Repair &amp; Maintenance</b>	<p>The preservation of historic buildings requires their regular maintenance and timely repair. Expenditure on routine maintenance and repairs can avoid the need for more expensive work caused by neglect. Further guidance can be found out on the Society for the Protection of Ancient Buildings (SPAB) website: <a href="https://www.spab.org.uk/advice/technical-gas/technical-ga-10-maintenance">https://www.spab.org.uk/advice/technical-gas/technical-ga-10-maintenance</a></p> <p>Routine maintenance and repair does not normally require listed building consent provided it is carried out in a sympathetic</p>

manner and does not affect the character or appearance of the listed building. Small scale repairs, such as infill of cracked render or patch re-pointing, should be carried out on a like-for-like basis.

## **WHAT OTHER FORMS OF CONSENT DO I NEED TO APPLY FOR?**

Certain works to the exterior of a listed building may require Planning Permission and/or Building Regulations, as well as Listed Building Consent. It is advisable to check with the Local Planning Authority before you carry out any work.

## **WHAT HAPPENS IF LISTED BUILDING CONSENT IS NOT APPLIED FOR OR GRANTED BEFORE WORKS ARE CARRIED OUT?**

It is an offence to execute works to a listed building without the approved written consent from the local authority and the consequences in doing so can be quite significant. Large fines and imprisonment may be imposed as the result of a conviction in the Crown or Magistrates Courts.

The City Council itself can also serve a Listed Building Enforcement Notice on owners which requires the building to be reinstated to the conditions it was in before the works were carried out. There is no time limit for enforcement action on illegal works to a listed building.

## **HOW TO MAKE AN APPLICATION FOR LISTED BUILDING CONSENT?**

An application for Listed Building Consent carries no fees. Application forms and additional guidance can be found on the Planning webpages of the Council's website (<http://www.lancaster.gov.uk/planning/submit-a-planning-application>). The Council's *Planning Application Validation Guide*, also on the website, should be consulted. This document includes a checklist which sets out what supporting documents are required to be submitted with the application form.

Application forms should contain enough information, together with the appropriate drawings in order for the Local Planning Authority to make a well-informed decision on the extent of proposed works to affect the character or appearance of the listed building.

The status of a listed building does not necessarily mean that it should not accommodate some amount of change. Often change is necessary to keep our historic buildings relevant for today's needs and uses of buildings. The main purpose of listing and the consent process is not to prevent all types of new development, but rather to ensure that any alterations respect the particular character and interest of the building.

Applications will be considered with special regard to the unique and individual nature of every listed building. In determining planning applications in the historic built environment, the Local Planning Authority has due regard for its policies DM30 to DM34.

## **ARE THERE ANY GRANTS AVAILABLE?**

There is currently a grant scheme operating in Lancaster, for the repair or reinstatement of historic windows and doors in listed building within the Lancaster Conservation Area. Further

information can be found on the following web page:

<http://www.lancaster.gov.uk/planning/conservation/listed-buildings>

Funds for listed buildings may be available from the following sources:

- Historic England <https://historicengland.org.uk/services-skills/grants/our-grant-schemes/>
- Heritage Lottery Fund <https://www.hlf.org.uk>
- Funds for Historic Buildings <http://www.ffhb.org.uk/>

**For further information, please contact:**

**The Conservation Team**

<b>Telephone:</b>	<b>01524582360</b>
<b>Email:</b>	<b>conservationteam@lancaster.gov.uk</b>
<b>Address:</b>	<b>The Conservation Team Regeneration &amp; Planning Services PO Box 4 Town Hall Dalton Square Lancaster LA1 1QR</b>