



LISTED BUILDING CONSENT

A Guide for Owners and Occupiers

1 Introduction

You will no doubt already be aware that your property is listed as a building of special architectural or historic interest, one of approximately 800 such buildings in the borough.

Enclosed is a copy of the Department of National Heritage's guide on listed buildings, which helps to explain some of the implications of owning or occupying a listed building.

It has recently become apparent that when undertaking work on listed building some owners are unsure as to when they need to apply to the Council for listed building consent.

Consent is normally required for demolition whether total or partial and for any works of alteration or extension, internal or external, which would affect the building's character. Even minor changes to the structure can harm the special character of a listed building. This is in addition to any planning permission that might be required.

It takes approximately 8 weeks for the Council to determine both planning applications and listed building consent applications.

You should always contact the Council prior to starting any work, however minor, to see if listed building consent is required. It is a criminal offence to execute unauthorised works to a listed building and the penalties can be extremely heavy. Please treat with caution advice from salesman or builders who will probably not be fully aware of the legislation.

Retrospective applications for works executed without consent will be viewed by the Council with great concern and the government advises local authorities not to grant consent merely to recognise a fait accompli. If the work is not of a suitable type or standard consent will normally be refused and the risk of prosecution or enforcement action in the case of unauthorised work to listed buildings.

2 Works Requiring Listed Building Consent

Set out below is a list of works, which may require listed building consent. The list is by no means exhaustive so Please contact the Environmental Department prior to starting any work.

DEMOLITION

- Total or partial of any part of the listed building or **outbuildings, walls, fences and railings** with its cartilage.

ALTERATIONS & EXTENSION

- Internal and external – this includes erecting or **taking down and re-building** existing extensions, outbuildings, porches, conservatories or garages.

WALLS

- **Repair and alterations** to stone or brickwork including cill and lintel details.
- **Cleaning** stone or brickwork.
- **Re-pointing** stone or brickwork. The wrong pointing method can physically damage the stone or brickwork.
- **Rending** or stripping off existing render.
- External **painting & staining** of woodwork, stone or brickwork.
- New or replacement **corbels, gutters, down pipes, soffits, fascias** and **bargeboards**.

ROOFS

- **Re-roofing** (even where the original roof covering is being reused).
- Building, altering, re-cladding, demolishing, replacing **dormers** and **roof lights**.
- Removal and replacement of **chimneystacks** and **pots**.
- Removal and replacement of **embellishments to roofs** including towers, turrets, spires, bellcotes.
- Removal, replacement or repair of **roof timbers**.

DOORS & WINDOWS

- **Replacement doors and windows**, even when replacing “like for like”.
- Replacement **glass** within existing frames.
- Introduction of **leaded glass** within existing frames.
- **Secondary double-glazing**.
- **UPVC frames** are generally considered inappropriate.

INTERIOR WORKS

- Removal of **chimneypieces** and **chimneybreasts, staircases, walls, decorative plaster work, floor surfaces**.

MINOR ADDITIONS

- **Satellite dishes, meter boxes, burglar alarms, security** and other **floodlighting, video cameras, central heating and other flues**.

SHOP FRONTS

- **Alterations** to existing shop fronts.
- Installation of **shop blinds** and **security grilles**.

ADVERTISEMENTS

- **All advertisements**.

3 Further Information

For further information and advice, and before undertaking work on your building, please contact the Environmental Services Department on (0161) 770 4105

