Historic Environment Supplementary Planning Document

December 2015

Historic Environment Supplementary Planning Document

Contents

1 Executive Summary

1.1 This Supplementary Planning Document (SPD) provides further detail to the policies relating to the historic environment and achieving high quality development within Lichfield District. It provides information to everyone involved in projects on the aspects which should be considered when undertaking works that may affect the historic environment. This SPD recognises the importance of the historic environment and its contribution to creating distinctive and desirable places, adding to the quality of life of visitors and residents, and contributing to economic vibrancy. It provides a useful summary of the national and local policy context, identifying relevant adopted policies with the Local Plan Strategy.

1.2 The guidance explains more specifically what contributes to the local distinctiveness of an area, outlines how to appraise a site to enable the delivery of quality design and how Heritage Crime can be addressed.

1.3 A final section defines what constitutes a heritage asset, and provides information on how through good quality design and the use of appropriate materials heritage assets can be conserved in a manner that is appropriate to their significance. It also outlines the potential impact of energy conservation proposals, including those for modern renewable energy techniques, and the key considerations for these in relation to the historic environment. Information on the Register of Buildings of Special Local Interest, often called the 'Local List' and the criteria for inclusion is also outlined.

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Why is the Historic Environment important and the purpose of this SPD

It is now recognised that the historic environment is not just important for its academic value but also for the quality of life it brings to us every day. When people choose places to live, work and visit they tend to head towards the most attractive pretty villages, traditional market towns, historic cities and the charming landscapes of their historical hinterlands. When we visit and live in these places they enrich our lives in an emotional way and in much more tangible ways through the money spent in the area, the communities it forms and the environmental benefits its brings. The historic environment is a catalyst to regeneration and investment. It's what makes areas distinctive and desirable, drawing people in and making them stay. The regeneration of a building or area can also provide focus for a community, particularly where they feel a strong attachment to their environment.

Adapting buildings to new uses can be the most environmentally sustainable option for development. It saves the environmental costs of disposing of demolition waste and it avoids the need for manufacturing of new materials, saving a large amount of energy in both making them and transporting them to site, which can be quite some distance. The majority of our historic buildings were constructed using local materials as, historically, it was impossible and extremely expensive to transport materials vast distances.

This guidance aims to ensure that the historic environment of the District plays a clear and strong role in any future regeneration, development and management decisions. It provides information to all involved in projects of the sort of things that should be considered when undertaking works which could impact upon the historic environment, heritage assets or their setting and particularly where designated heritage assets are concerned.

## Significance of the District's Historic Environment

Lichfield District is located in south-east Staffordshire adjacent to the West Midlands conurbation. The District has two main settlements, the cathedral City of Lichfield and the town of Burntwood, as well as many villages of various sizes in the surrounding rural area.

There are three main historic landscape character areas in the district. To the west the land rises up towards the heart of the former Royal Forest of Cannock which by the later 11th century, was a landscape likely to have been dominated by a mix of woodland, wood pasture and heath land. However, some areas may already have been cleared for either pasture or even arable cultivation during the Anglo-Saxon period and possibly even earlier.

The central belt covers the historic city of Lichfield and was dominated by woodland until at least the Bronze Age. The landscape began to be completely altered during the medieval period when again it appears that much of the land was cleared and converted to arable, open fields associated with the villages and hamlets which are scattered throughout this area. Heath land then dominated much of this belt, which was known as Fradley or Alrewas heath by the 18th century, until it was enclosed in the late18th and early 19th century.

The third band runs along the eastern boundary within the river valleys which dominate the eastern half of the county. It is within this area that some of the earliest known sites are located, with monuments

dating from the Neolithic period onwards. However, there remains the potential for Palaeolithic sites to survive upon the gravel terraces of all the principal river valleys. The river valleys were the focus for arable agriculture during the medieval period and there are numerous villages and towns located here many of which are recorded in Domesday Book (1086), indicating their early origins.
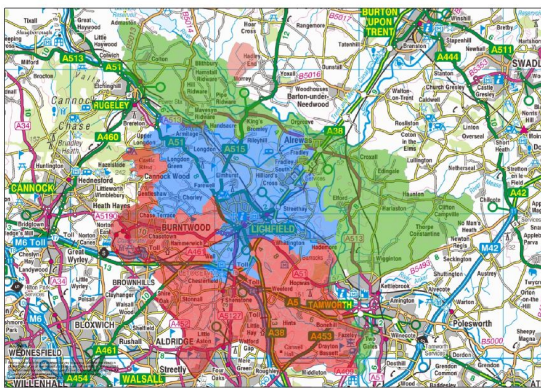
Picture .1 Map of the district showing the character areas

These three character areas and their sub-areas are described in detail in the Historic Landscape Character Assessments and the Extensive Urban Surveys carried out by Staffordshire County Council and available at www.staffordshire.gov.uk Moving south-west to north-east these areas are outlined below:-

Burntwood and the South West

The area rises up to the west and had formed part of the Royal Forest of Cannock from at least the medieval period. It encompasses Burntwood, Gentleshaw, Hammerwich, Stonnall, Shenstone, Little Aston, Weeford, Hints, Packington, Hopwas and Drayton Bassett. A dispersed settlement pattern centred upon individual villages, hamlets and farmsteads is dominant within this character area by the later 19th century. Many of the farms are entirely of 18th/19th century construction

and reflect the development of a newly enclosed landscape visible throughout this area.

The Roman road, Watling Street, crosses this area on an east-west alignment, and the line of the modern A5 follows much of its route. Five of the previously named settlements are likely to have originated by at least the late Anglo-Saxon period (being recorded in Domesday Book (1086)), and may also include Little Aston which was mentioned in a charter of 957AD. The largest of these settlements in this period appears to have been Shenstone, which had a high population for the area as well as a mill. There is also evidence of possible Anglo-Saxon masonry within the ruined church of St John in the village which confirms activity from at least the later Anglo-Saxon period.

The area around Shenstone and Stonnall began to be enclosed in earnest during the 11th to 13th centuries by the clearing of woodland for farmland from the Royal forest of Cannock. By the later medieval/early post medieval period Stonnall had its own open field system which lay to the north west of the modern settlement.

Private deer parks were established within the landscape during the medieval period. The deer park at Drayton, established at this time, may have survived until the later 18th century. It was re-designed as a landscape park in the early 19th century finally developing into Drayton Manor Theme Park during the 20th century. Further landscape parks were established from the 18th century onwards, of which those associated with (the site of) Canwell Hall and Freeford Manor are extant. The scheduled monument of Castle Ring hill fort lies just to the west of the district boundary and it dates to at least the Iron Age. It lies adjacent to Beaudesert Hall which was held by the Bishop of Lichfield from the mid-13th century. The surrounding landscape being used as a

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hunting forest (Cannock Chase) by the Bishops and includes a possible hunting lodge located within the earlier hill fort.

Industrial activity within the area is recorded as early as the 14th century, when the Bishops are recorded as holding a coal mine at Beaudesert. The industrial activity around Beaudesert increased from the mid-16th century when the Paget's were given the estate.

Burntwood and Edial were first recorded at the end of the 13th century and it is likely that they developed following the further clearance of woodland for farming. The establishment of Cannock Chase meant settlement was not encouraged to develop during the medieval period. The portion of Cannock Chase lying within the District was one of the last areas of extensive heath land to be enclosed within Staffordshire under three Acts of Parliament (1861, 1862 and 1870). The enclosure created a landscape of geometric fields with straight boundaries laid out by surveyors known as 'Planned Enclosure'. The passing of the Acts may have, in part, been designed to facilitate the intensive coal mining which occurred across much of this area from this period onwards. The industry resulted in the rapid development of the mining settlements of Chasetown and Chase Terrace. During the 20th century these two settlements, along with Burntwood all expanded with housing estates to cater for migration from the West Midlands conurbation. Hammerwich has also seen some expansion but still remains a distinct settlement separated from Burntwood by field systems, which in themselves have had their layout altered during the last century.

Gentleshaw, was first mentioned in documentary sources in the 16th century, probably as a squatter settlement within or on the edges of a heath land, much of which survives in the modern landscape as Gentleshaw Common.Further areas of heath

land, which had formed part of that portion of Cannock Forest known as Ogley Hay survived until the early 19th century to the south west and a small part still survives today at Muckley Corner.

In 2009 the Staffordshire Hoard was discovered in Hammerwich, just to the south of the A5 (Watling Street). The reason for the burial of such a valuable treasure hoard may never be fully understood but its location close to the line of a Roman road, a route maintained throughout the Anglo-Saxon period and beyond, might point to its rapid burial with the intention to return to reclaim it at a later date. This evidence points to the District's role in the Mercian kingdoms rich history both prior to and following its conversion to Christianity in the mid to late 7th Century.

However during the 20th century modern housing estates have encroached particularly around Burntwood, Shenstone, Little Aston, Drayton Bassett and Fazeley. The housing estates to the south of Little Aston are of a similar character to those to the south of the county boundary with Birmingham City and Walsall Borough.

Lichfield and its surroundings

The settlement appears to have developed within areas of Lichfield during the early medieval period and possibly shortly after the end of the formal Roman administration of the province (c410AD).

The core part is dominated by Lichfield city which developed within the valley of the Trunkfield Brook where it forms the focus of a network of roads leading ultimately to London, Stafford/Chester, Burton-upon-Trent, Walsall and Tamworth; all of which were important towns in the medieval period. The surrounding rural part of the character area covers Farewell and Chorley, Armitage and Handsacre, Upper

Longdon, Longdon and Longdon Green, Elmhurst, Wall, Whittington, Fisherwick and part of Fradley.

Seventh century ecclesiastical foundations are known from St Chads Church, Stowe and at Lichfield Cathedral. From the late 7th century to the mid-16th century Lichfield was the focus of pilgrimages to St Chad's shrine located in the Cathedral. St Chad's church at Stowe may also have formed part of the pilgrimage trail. From the late 18th century Lichfield became a cultural destination. Although at this time there was little industry here, the city had prospered, both from the wealth of the clergy of the magnificent cathedral and also as an important coaching station on the main road from London to the northwest and Ireland. A number of individuals who made their impact on British cultural life were born in Lichfield or educated locally. They included Elias Ashmole, the antiquarian, Gregory King, the statistician, Joseph Addison, the essayist, Samuel Johnson, the writer and David Garrick, the actor-manager. Also Lichfield became the home of several residents who achieved intellectual importance whilst living in the city. They included the physician, Sir John Floyer, the antiquarian Richard Greene, Erasmus Darwin, doctor and scientist, Anna Seward, the poet, Thomas Day, the humanitarian campaigner and Richard Lovell Edgeworth, the inventor and educationalist. Many were members of the Lunar Society who were part of a wider network of creative people in the surrounding area centred on the remarkable quartet of Matthew Boulton, James Watt, Joseph Priestly and Erasmus Darwin. The potter Josiah Wedgwood, another member, summed up the ethos of this group when he said that they were 'living in an age of miracles in which anything could be achieved'. Between them they managed to launch the Industrial Revolution, discover oxygen, harness the power of steam and pioneer the theory of evolution.

The Cathedral and its Close has formed an important focal point within the townscape from the early medieval period onwards and the three spires continue to dominate views around and into the City from surrounding countryside. Together with the spires of St. Mary's and St. Michael's Churches the five spires characterise the skyline of Lichfield City. At various locations within and outside the City these spires can be seen across the landscape and roofscape. These views underline the ecclesiastical heritage of the City and their retention or integration into new development will be important in most instances.

It is accepted that the main "grid pattern" street system in the central core of the City was laid out in the mid-12th century with the support of the Bishops of Lichfield. It comprises a principal street, Bore Street, and three others lying adjacent, Market Street, Wade Street and Frog Lane as the rungs of the ladder. These roads connected with the earlier north-south Bird Street/St John's Road route and the Dam Street/Conduit Street/Bakers Lane alignment to the north east. The market place, along with St Mary's Church, was also a feature of the planned town. There is good survival of historic buildings throughout the medieval streets; the majority date to the 18th and 19th century, although many of these retain earlier timber framing behind their facades.

With the exception of limited areas of medieval and post medieval suburban development along the main roads entering the town, Lichfield does not appear to have developed outside its medieval defences until the 18th/19th century.

The landscape surrounding the city is likely to have been dominated by woodland, wood pasture and heath land with perhaps some enclosure for small scale pasture and/or arable until the later medieval period. The largest surviving area of heath land, which

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lay to the north of Fradley, was finally enclosed following three Acts of Parliament in 1726, 1810 and 1818.

In the south of this core area substantial evidence for human activity during the Roman period concentrates around the modern village of Wall. During this period Watling Street (the modern A5) crossed the on an east-west alignment and a fort was established at Wall. Rykneild Street another Roman road crosses Watling Street approximately 867m to the south east of Wall and runs along the length of this area about 2km to the east of Lichfield cathedral, along the line of the modern A38.

There is some evidence of human activity in the later Anglo-Saxon period with Handsacre to the far north of this area being recorded in Domesday Book. The settlements of Streethay, Whittington and Chesterfield are all first recorded in documents of the late 12th century and may represent the clearance of woodland for farmland after 1066. A scheduled moated site lies to the north of Streethay, which may further strengthen this idea. Curborough was the focus for medieval settlement, first mentioned in documentary sources in the 13th century, although it is possible that there was some continuity of settlement from the Roman period onwards.

Two later medieval settlements are believed to be associated with early hermitages, where a religious person sought refuge from the world to contemplate God, at Farewell and Armitage.

By the later medieval period most of the landscape to the north of this area was being ploughed for arable in large open fields sub-divided into strips so that all the inhabitants of the settlements had an equal share of good and bad land across these fields. These open fields were gradually enclosed into small fields of Piecemeal Enclosure and this generally survives well

particularly around Longdon and between Chorley and the suburbs of Lichfield to the east.

Two canals cross this area which have their origins in the later 18th century and form an important part of the landscape in terms of their historic importance and public amenity value.

The dispersed settlement pattern is still dominant within the area surrounding Lichfield, although most of the villages have seen some expansion during the 20th century. On the whole the current landscape of this area is dominated by those 20th century changes, particularly relating to the expansion of Lichfield, Armitage and Handsacre, Streethay, Fradley and Whittington.

River Valleys

This area runs along the eastern boundary of the District and covers Colton, the Ridwares, Kings Bromley, Alrewas, Elford, Edingale, Haunton, Harlaston, Clifton Campville, Thorpe Constantine and Wigginton. The Trent and Tame river valleys in Staffordshire have provided substantial evidence for human activity from at least the Neolithic period. It is likely, therefore that the landscape of the eastern Staffordshire valleys is one which had been largely cleared of woodland by the Bronze Age. The rivers Blithe, Swarbourne and Mease also run into these valleys and it is a well settled landscape of small towns and villages. The Roman road of Rykneild Street crosses this area on an approximately north east –south west alignment to the east of Alrewas. The influence of the river valleys is likely to have continued to have an impact upon the nature of the area throughout the centuries following the departure of the Roman army in AD 409. The earliest settlers stayed in this area as it was ideally suited to support them, with dense upland forests, rivers and streams, and wide river meadows,

giving them a variety of food, with timber for their homes and fuel for their fires, rushes for bedding and thatch, clay for pottery and level areas of light land for grazing and growing their crops.

Domesday Book entries provide further evidence that this landscape was where the settlements had access to numerous resources including meadow and woodland, at Alrewas there is specific mention of a fishery presumably upon the River Trent and it also had two mills. Colton, Clifton Campville, Harlaston and others had mills recorded showing that arable cultivation was being carried out in these areas by the later Saxon period. All the Ridwares are recorded in the Domesday Book and Hamstall Ridware has a concentration of medieval and earlier buildings and monuments. An open field system was in use here and the overall pattern of post medieval piecemeal enclosure survives in the modern landscape.

Salt was the one of most widely needed commodities and the tracks used to transport it threaded the country from the salt springs and mines of Cheshire. They appear to have extensively used the river valleys as one such track passed through Alrewas near the present day Salter's bridge and on to Edingale, Harlaston, Haunton and Clifton Campville.

Within this area there were also substantial meadow lands which were managed as water meadows from at least the 17th century onwards being particularly associated with the dairying industry which had come to dominate the rural economy of much of eastern Staffordshire. The survival of these water meadows is generally good along the Trent and to the south of Blithe Reservoir on the river Blithe. By the 19th century large lengths of the River Mease was also surrounded by managed water meadows. Drainage has also been a feature of this formerly wetland landscape a process which was potentially underway by the 16th century.

Alrewas was granted a market in 1290 but the borough status conveyed only appears to have been promoted during the 14th C as it did not grow significantly as a settlement until the 20th century. It has been suggested that its lack of early success was due to the late date of its inception and its proximity to the larger market towns of Burton-upon-Trent, Tamworth and Lichfield. The borough status is important, as associated with it are the laying out of a market place at the junction of Post Office Road and Main Street and burgage plots, remnants of which can be seen in several areas of the village.

The historic landscape character of piecemeal and planned enclosure within this area survives to a good degree in places. Most of the towns and villages have grown in the 20th C with housing estates The river valleys are still important as green corridors for wildlife and as a visitor attraction.

There are 21 conservation areas, around 760 listed buildings in Lichfield District, 16 Scheduled Monuments, 1 Registered Parks and Gardens and over 430 buildings or structures which are recorded on the List of Locally Important Buildings. Not only is this attractive rural and historic environment locally distinctive, so engendering a sense of belonging and local pride, it makes a substantial contribution to the local economy. The area is an attractive one in which to live and its location, with good transport links, ensures that there is constant pressure for substantial growth. The challenge of accommodating continued growth in a sustainable way continues. Villages need to be assisted in retaining essential local services without being swamped by new building and the larger settlements need to retain their identity whilst developing as major service centres.

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SWOT Analysis

Strengths

- Historic City with medieval street pattern intact and well preserved historic core

- Historic villages

- Varied attractive landscape

- Area of Outstanding Natural Beauty

- Five spires skyline provides strong city identity

- Strong local distinctiveness

- Rich palette of materials

- Trent and Mersey and Coventry Canals and their environs

- River Trent, Mease and Tame valleys

- Buoyant economy

- Growth area

- Rural areas in demand

- Leisure opportunities

- Good accessibility by rail and road

Opportunities

- Consolidate local character

- Channel development pressure positively to regenerate

- Raise standards of design

- Retain character of historic cores whilst regenerating underused sites to attract new investment

- Upgrade shop fronts

- Environmental improvements to key spaces

- Promote the visitor attractions e.g.

- Heritage based tourism

- An active local history society

- Local museums

- Links to the Staffordshire Hoard (elements of which have been displayed at Lichfield Cathedral)

- Continued expansion of the canal network through the Lichfield Canal and the Lichfield and Hatherton Canal Restoration Trust

- Partnership working

Weaknesses

- Loss of industrial heritage

- Some characterless suburbs

- Lack of high quality contemporary architecture; tendency towards a default position of pastiche or "safe" design

- Poor design of some shop fronts

- Under use of some upper floors of commercial premises

Threats

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- HS2

- The number of wind turbine proposals

- Growth pressures favours fast growing urban extensions, making organic growth difficult

- Gentrification of villages, resulting in change of character

- Out of town retail undermining historic core

- Effect of Permitted Development, particularly in villages, including uPVC glazing

- Pressure to meet decision deadlines in development management, leaving little time for negotiating improved proposals

- Corporate signage

- Recreation and visitor pressure

Table .1

1 Policy Context

1 Policy Context

Supplementary Planning Documents must be consistent with the National Planning Policy Framework (NPPF) and the local planning authority's Local Plan. The NPPF defines SPDs as documents which add further detail to policies within the Local Plan, and can be used to provide additional guidance on specific issues. SPDs are capable of being a material consideration in planning decisions once adopted.

The following documents have been taken into consideration through the writing of this SPD:

- The National Planning Policy Framework (NPPF)

- Lichfield District Local Plan: Our Strategy

The National Planning Policy Framework

The NPPF sets out the government's economic, environmental and social planning policies. The NPPF seeks to achieve sustainable development which meets the needs and desires of local people. The NPPF was introduced in March 2012 and replaced all previous Planning Policy Guidance (PPG's) and Planning Policy Statements (PPS's). The NPPF is key to planning policy and any SPD must be in conformity with national guidance.

The NPPF sets out its core land-use principles which should underpin planning decisions and plan making. One of the 12 Core Principles of the NPPF is to;

> *"Conserve heritage assets in a manner appropriate to their significance, so that they can be*

> *enjoyed for their contribution to the quality of life of this and future generations" (Paragraph 17).*

The NPPF confirms that:

> *"Pursing sustainable development involves seeking positive improvements on the quality of the built, natural and historic environment…" (Paragraph 9).*

Further to this the NPPF includes a specific section relating to the Historic Environment (12. Conserving and enhancing the historic environment). The NPPF requires Local Authority's set out positive policies within their local plans with regard to the conservation and enjoyment of the historic environment. The NPPF recognises that heritage assets are an "irreplaceable resource" and that they should be conserved in a manner appropriate to their significance. Authorities should recognise the "wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring".

The NPPF advises local planning authorities to:

- *Enhance the significance of heritage assets and putting them to viable uses consistent with their conservation (Paragraph 126);*

- *Require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting (Paragraph 128);*

- *Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation. (Paragraph 128);*

1 Policy Context

- *Refuse consent, unless it can be demonstrated that the substantial harm or loss is necessary to achieve substantial public benefits that outweigh the harm or loss (Paragraph 133);*

- *Where development will lead to less than substantial harm to the designated heritage asset, this harm should be weighed against the public benefit of the proposal (Paragraph 134);*

- *The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application (Paragraph 135); and*

- *Should not permit the loss of the whole or part of a heritage asset without taking all reasonable steps to ensure the new development will proceed after the loss has occurred (Paragraph 13).*

In addition to the guidance within the National Planning Policy framework, designated heritage Assets are protected by national legislation where they can be scheduled, listed or registered.

Lichfield District Local Plan: Our Strategy

The NPPF states that local planning authorities should: *"set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment"*

The Lichfield District Local Plan: Our Strategy and forthcoming Local Plan: Allocations provide the Local policies which will have regard to the District's heritage assets. Strategic Priority 14: Built Environment and Strategic Policy 15: High Quality Development illustrates the importance of the historic environment to Lichfield District. It states that one of the

strategic priorities of the Local Plan is. This is further strengthened through Chapter 12 of the Local Plan: Our Strategy which focuses on the built and historic environment and Core Policy 14 which recognises the importance of the District's heritage assets. Policy BE1 provides the framework within which development proposals affecting any heritage asset will be expected to address. The policy states that development will be permitted where it can be clearly and convincingly demonstrated that it will have a positive impact on;

> *'The significance of the historic environment, such as archaeological sites, sites of historic landscape value, listed buildings, conservation areas, locally listed buildings and skylines containing important historic, built and natural features.'*

2 Areas and Places

2 Areas and Places

Local Distinctiveness

What is Local Distinctiveness?

2.1   The term 'local distinctiveness' brings together all of those features, qualities and details that give different places their unique character and appearance.

2.2   Much of this local distinctiveness derives from the historic environment. This includes the District's archaeological heritage assets, its historic buildings and structures and its historic landscape character. Some assets will be designated, others will not but all have a part to play in understanding the local distinctiveness of Lichfield District.

2.3   The features and qualities of a place may include:

- its topography

- the presence of watercourses

- the presence, distribution, type and size of open spaces

- the layout of a village, town or neighbourhood

- spaces about buildings and arrangement of buildings

- the road network including green lanes and tracks

- the presence of landmarks, key open spaces or river crossings

- varying types of field enclosure, different species mixes, the presence of hedge trees etc.

- the way buildings, spaces and routes respond to how hilly or flat the place is

- whether buildings are oriented to face south or face the street

- the heights and shapes of buildings

- the scale and positioning of buildings and structures

- tree cover

- whether there are long distance views or whether spaces are intimate and enclosed

- whether there is a lot of greenery or expanses of paved surfaces and walls

- the type and mixture of land uses and building uses

- development that results from a particular economic activity (such as farming or industry) or historic or existing land ownerships (such as large estates)

- surviving earthworks and boundary forms which give clues to past activities such as ridge and furrow, water meadows, quarries, reverse 's-shaped' field boundaries etc.

2.4   The details of a place might include

- building materials

- the mix and application of building materials

- mix of building periods or all one period (possibly indicating the impact of an historic calamity)

- building styles (polite or vernacular), the presence of estate styles etc.

- design detailing of buildings and structures

2 Areas and Places

- boundary features

- the street pattern

- street surfaces and street furniture

- the size, shape, positioning and number of openings on buildings

- the skyline and appearance of roofs

- small details like windows, doors, shopfronts, porches, gateways etc

2.5 National planning policy and guidance places great importance on achieving high quality design in all new development and for new development to respect the local character of wherever the development takes place. In particular the National Planning Policy Framework (NPPF) requires new development to

> *"function well and add to the overall quality of the area" and to "respond to local character and history, and reflect the identity of local surroundings"*

2.6 Conservation areas were introduced in the 1960s precisely because historic settlements and townscape were being harmed by development that ignored local distinctiveness and swept away places that were valued by the general public. Conservation Areas are designated by the Local Planning Authority. They are areas of special architectural or historic interest, the character and appearance of which it is desirable to protect, conserve or enhance. Conservation area designation introduces a general control over the demolition of unlisted buildings and a planning application is required for proposed demolition. The Town and Country Planning (General Development Order) (GDPO) requires the submission of planning applications for certain types of development, which are elsewhere classified as permitted

development. These include various types of cladding, the erection of dormer windows and satellite dishes. The size of extensions that may be erected without planning consent is also more restrictive in conservation areas. Further information can be found on the [Planning Portal](#)

2.7 Any work planned to a tree in a conservation area must be notified to the local planning authority at least six weeks in advance so that the local planning authority may assess whether to make a tree preservation order.

2.8 The Council has withdrawn permitted development rights for a prescribed range of developments that affect the external appearance of buildings in certain conservation areas by the use of a direction under Article 4 of the GPDO.

2.9 Even outside of historic areas, many people, including the government and the Council, recognise that without a considered approach to the design of new development of all types and scales, there is a danger of the local and even regional character of places being lost through insensitively designed development. Loss of local distinctiveness makes places less attractive to residents, businesses and visitors. People and businesses are increasingly more transient and less tied to a particular town or place, and as such the quality of the environment is increasingly important to the long-term wellbeing of places and people.

Local Distinctiveness and Sustainable Communities

2.10 The NPPF seeks high quality, well-designed environments in order to achieve sustainable communities. A 'sustainable community' is a place where people would choose to live in the long term due to the quality of the environment and

2 Areas and Places

the access to the all the things they will need during their lifetime – employment, services, community facilities, open spaces, different types of dwelling and so on.

2.11　The places in the district that are the most desirable places to live are locally distinctive environments. These places have well-used and well cared for public and private space and an overall sense of identity that fosters a sense of ownership and community among their residents. This means that people have an interest in protecting the character or appearance of their town, neighbourhood or village.

2.12　The design of an area will have a large bearing on the area's attractiveness, how it functions and therefore how it will fare in terms of achieving sustainable communities. Once streets, buildings or spaces are laid out or erected it is often very difficult, expensive, inconvenient and resource intensive to undo or address any deficiencies in the design. The biggest difference to how a place will function, feel and perform is made at the design stage. This is why the council is seeking well thought out, locally distinctive design that should be valued now and in the long-term.

Local Distinctiveness and Lichfield District

2.13　This District has attractive, high quality urban and rural areas that retain their own identity that is valued by residents, businesses and visitors alike. The council recognises the importance of the district's environment in the planning policies of its Local Plan of which this SPD forms part.

2.14　The district covers an area with a varied topography, different types and sizes of settlement, and historically different types of farming. There is therefore no 'one size fits all' approach to the design or suitability of new development across the district; new development should respond to the

distinctive place it is in, otherwise those very things that make place unique and attractive will be lost.

Local Distinctiveness and How It Changes Across the District

2.15　The photographs of Colton, which is in the northwest of the district and Little Aston, which is in the southwest of the district, and the discussion below serve to illustrate the distinctive character of just two areas.

2.16　Colton lies within the agriculturally fertile plain of the Trent Valley between the Moreton Brook and Martlin Hill. The historic core of the village is located along Bellamour Way. Development is generally one plot deep with relatively little building on back lands. Plot size varies but some plots may originally have been narrow, medieval burgage plots. Bellamour Way is defined by a sequence of open and enclosed spaces setting up a 'rhythm' which characterises the village street. It does not have a single, central focus, such as a village green or market place, although the Church, Old Rectory and village school are informally grouped around Pedley's Croft, a prominent, open, green space at the entrance to the village when approached from the Uttoxeter Road. Much of the cohesive appearance of the village is due to the palette of materials used in the construction of the buildings, in particular red brick with Staffordshire blue brick detailing and clay roof tiles. The local sandstone is used on earlier buildings within the village such as the church, the early 18th century Malt House Farmhouse and is also used for some boundary walls.

2.17　By contrast Little Aston is a large village close to the suburban areas of Sutton Coldfield and Four Oaks. Little Aston has developed from Little Aston Park, which was the recreational grounds of Little Aston Hall estate. The historic village of Little Aston lies on the northern edge of the existing village

and evidence of farming within this area, both past and present, is still visible. The streetscape of the area is characterised by great expanses of rhododendron trees lining Roman Road and its arterial lanes. This planting forms a barrier between the lane and the diverse mix of 20th Century architectural styles which underpins the impressive landscape provided by Little Aston. The predominant spatial character of Little Aston is of large individual, detached buildings set in mature, green plots.

2.18 Clearly, a 'standard' or 'archetypal' suburban house would look out of place in both of these villages, even if the right materials were used. In the same way a small estate cottage that would look right in Colton would be alien to Little Aston. A full evaluation of the site and the place to which it forms part should be used to inform the design of new development, particularly as local distinctiveness is more than just the materials, size or form of a building, it is about the place as a whole – spaces, landscaping, trees, views, vistas and so on. The aim should be a harmonious grouping of the old and new.

How Local Distinctiveness can be different within the same settlement

2.19 Even within the same settlement the character can vary significantly and this is why the assessment of a site and its surroundings should be more than a superficial acknowledgement (such as through the use of brick rather than render or a gabled roof rather than a hipped roof).

2.20 To take Lichfield as an example its medieval core is made up of tightly packed, narrow plots with tall frontage buildings and a lack of trees. There is a range of building materials, styles and ages but with an overall dominance of Georgian brick town houses. To the north, beyond the medieval city, buildings are set back from the street and there are more spaces between buildings,

a more residential character with the large scale Victorian villas and terraces dominating the Gaia Lane area. These are only two of many different character areas within the City. While these different parts of the city share some common features, there are also significant differences in character that any new development would have to take into account if these places are to retain a consistent, harmonious character and appearance.

Achieving Locally Distinctive Design

2.21 Locally distinctive design should be employed in both historic and non-historic areas. With few exceptions, the district's most historically and architecturally significant places have been designated as conservation areas, and part of the district is within an Area of Outstanding Natural Beauty (AONB), but there places that exhibit their own locally distinctive character that are not covered by any particular designation, but are worth protecting from development that would harm their character or appearance.

2.22 Similarly, there are neighbourhoods or parts of settlements in the district that are not particularly old but have been carefully and thoughtfully designed to give them a strong sense of place. Such areas are also worth protecting from inappropriate or harmful development.

2.23 There are also instances where it may not be possible or desirable for new development to fully harmonise with the locally distinctive environment around it. Such exceptions must be of high design quality. It would not be appropriate for a high proportion of development within a locality to be 'landmarks' or 'iconic' or to 'make a statement' otherwise places will have a disjointed, incoherent character. If everything is an exception, there is no cohesion.

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2.24   Local distinctiveness should apply to all forms of development from extensions or an individual house through to major housing sites and employment sites. There is less value in having distinctive town or village centres ringed by anonymous, bland built up areas. There is also less value in carefully managing a landscape if it is bordered by or interrupted by development that contrasts with it in an unwanted way. The aim is to create places that people will value and take pride in rather than merely achieving the basic standards of amenity, safety and utility.

2.25   Local distinctiveness is just as important to a house filling a gap in street as it is to a large scale green field development. While the design of the former would be guided by the character and appearance of the rest of the street, the large green field site adjacent to twentieth century estate housing offers the opportunity for the new development to forge an area with its own distinctive character that is complementary to that of the wider settlement or locality to which it forms part.

2.26   Where the proposals have the potential to affect a Heritage Asset an assessment of the site, its surroundings and how it sits in the landscape or townscape should inform development proposals to ensure that new development is harmonious with its context. It would normally be expected for design to be locally distinctive in the following locations:

> • In conservation areas, registered parks and gardens, on sites with listed buildings and within the setting of any of these.

> • In the Cannock Chase Area of Outstanding Natural Beauty

> • On prominent sites at the edges of settlements or important open spaces

> • At prominent locations within settlements such as at busy junctions and crossings or along busy routes

> • At important 'arrival points' such as around railway stations, bus stations and visitor car parks

2.27   This list is not exhaustive and there are places that do not fall into any of the above categories that are locally distinctive. In such locations development should maintain or enhance local distinctiveness.

2.28   At settlement edges, new development should harmonise with the wider landscape to aid transition from the built form to the adjoining countryside. Where sites adjoin modern suburbia that is not of a locally distinctive design, development should respect the wider landscape and townscape of the settlement.

Understanding Context

2.29   The term "context" is used by planners, building and landscape designers to mean the physical built or natural environment within which a site or building exists or will exist.

2.30   Assessing context for future development looks beyond the individual heritage assets to the understanding of the overall character of the whole area. This understanding will inform design, and should secure good quality and well-designed and sustainable places.

2.31   It is important that this process is seen as an opportunity to understand the potential of the environment. Whilst certain features may constrain development, understanding the values and how an area can be enhanced is an important element of place shaping.

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Process

2.32   There are a range of techniques for assessing context. The appraisal should be appropriate to the complexity of the proposed development and its immediate environment. For example a simple analysis of nearby buildings, spaces and landscape would normally suffice for the development of a single building on a small infill site. However, a large urban development incorporating multiple buildings, private and public open space would require an in-depth study of all aspects of the urban environment including for example the qualities of the public realm, predominant use of different areas, and how people move through the town or city in addition to the analysis of adjacent buildings, spaces and landscape treatment.

2.33   The National Planning Policy Guidance states the following should be considered:

> • layout – the way in which buildings and spaces relate to each other
>
> • form – the shape of buildings
>
> • scale – the size of buildings
>
> • detailing – the important smaller elements of building and spaces
>
> • materials – what a building is made from

2.34   There is contextual information available for a number of settlements; this includes the Conservation Area Appraisals and Management Plans produced by Lichfield District Council, which summarise the chief characteristics of the settlements.

2.35   There is a Historic Landscape Character Appraisal for the District and this has been expanded for the areas around Lichfield, Burntwood and Tamworth and the key rural settlements, which is held on the

Council's website. Each character area is described in the document. Lichfield City, Alrewas and Colton were included in the Extensive Urban Survey (EUS). The main aim of the Staffordshire EUS is to understand the development and the current historic character of the medieval towns within the county. The project constitutes a progression of the Historic Landscape Character (HLC) project The HLC was undertaken principally using maps of 1:10,000 scale and this meant that the more urban areas, where greater levels of change have tended to occur on a smaller scale, were not analysed in any great depth. In the HLC the central areas of the towns were described as 'Historic Core' or 'Pre 1880s Settlement' and the phases of development and their current character were not considered beyond this broad terminology. The EUS rectifies these issues through a consideration of all the sources available on each of Staffordshire's historic towns to deepen the understanding of and to apply value to the historic character of these townscapes. Information on the Historic Landscape Character project and Extensive Urban Survey can be found here HLC.

2.36   Information on nationally designated assets, including listed buildings and scheduled ancient monuments, is held on the National Heritage List for England .

2.37   The County Council maintain the Historic Environment Record (HER) and local archives hold considerable historic information. The Heritage Gateway is a useful resource as are local libraries, they hold local history books, newspapers, old photographs and also books on architecture, for example the Buildings of England (Pevsner) series.

Summarising Context

2.38   The purpose of the study of context is to inform design of development on a particular site. The appraisal may be long

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and or complex and hence it is important to sum up the general character of the place in a few sentences. It can be useful to reflect on what makes this place different from others. Then take stock of the characteristics that contribute strongly to local character. It is these characteristics that should be reflected in the design of new development.

Site Appraisal

2.39   The study of the general context of a development site must be accompanied with a detailed appraisal of the site and its immediate environs.

2.40   Consideration should be given to any existing buildings on the site as to whether they contribute to the historic, urban or landscape environment and as such are undesignated heritage assets and should be retained, or whether the buildings or appearance of the site are detrimental to the quality of the area such that redevelopment would be an enhancement.

2.41   Research should be carried out to ascertain if there are any designations (listed buildings, scheduled ancient monuments or historic parks and gardens) or planning restrictions, covenants, easements or known ground instability. Consideration should be given to heritage assets (designated or not) and their setting.

2.42   A measured site survey should be carried out to include the following on or immediately adjacent to the site: ground levels, existing accesses, existing buildings, trees , drains or sewer positions, water courses or features, overhead wires, walls, fences or hedges.

2.43   Additionally those features immediately around the site, which may be impacted on by development, should be surveyed. These include:

   • The setting of the site

• Neighbouring buildings (scale and form, materials, principle features and style, orientation and position of windows)

• Adjacent spaces, public and private

• Trees nearby

• Road classification and position of nearby junctions

• Public and private rights of way

• Water courses

• Important views

• Setting and significance of heritage assets

Identifying Opportunities and Constraints

2.44   Analysis of constraints and opportunities must draw on the assessment of the site itself and its environmental context, and additionally the planning context.

2.45   Where the development proposals are complex, or there are particular environmental issues, the consideration of constraints may require a series of studies, or opportunities such as improving routes through an urban environment might be shown on plans covering a large area.

2.46   In all cases, a plan of the site extended to include its immediate context is particularly useful and should be annotated to show: important or landmark buildings, important trees, hedges, walls, spaces, and views, which should be protected. Any unseen constraints, such as easements across the site or known archaeological features, should be shown. Also particular opportunities such as linking pedestrian or cycle routes across the site should be considered. This type of plan assists in designing the layout of a site.

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2.47 The identification of opportunities and constraints flows naturally from the site appraisal and contextual study. Some examples:

2.48 Local buildings may be generally of two storeys, but in certain locations there are buildings that are three storeys high. Is it appropriate on a particular site then to erect three storey or even taller buildings? The contextual analysis might show that taller buildings are located either in prominent corner locations, or facing open space. The site might be a corner plot or situated at the end of an important vista therefore a building of three storeys, or possibly more, would be appropriate in those locations.

2.49 All domestic properties, other than small cottages on the high street, have small front gardens, so should the houses on the site have front gardens? If the site were quite large and sited on the junction of high street and a trunk road, a small terrace on the high street next to existing buildings might be set at the back edge of the pavement, but otherwise they should be set back behind a walled front garden. A courtyard development in the centre of the site would not incorporate front gardens in order to better reflect historic courts in the town.

2.50 The historic buildings of the village are separated from the site by poorly designed housing of the 1970's that do not reflect local building tradition, their windows have horizontal emphasis rather than vertical, walls are of buff coloured brick with rendered panels rather than red brick walls, and roofs are finished with grey concrete profiled tiles rather than plain clay tiles. Should they in the context of the site be considered locally distinct and set the precedent for the new development? If the 1970's houses are very limited in number and there are historic buildings nearby, it could be appropriate to refer only to the

traditional buildings of the village to inform design. However, if the site were on the fringe of the settlement, separated from the historic core by a 1970's housing estate, the use of traditional forms and natural materials would reflect rural vernacular and assist in the assimilation of the buildings at the sensitive rural edge, however in most cases the building style could be very contemporary thus illustrating the development of the village, rather than copying historic building styles.

2.51 How can a developer decide what dwelling density can be accommodated on a site? The contextual study of the settlement will note the proximity of existing buildings to the street, their massing and scale of space between them, this is often referred to as the "grain". This assessment will show the scale of built form density that is appropriate. It is important to understand that built form density is not the same as housing density. To illustrate; a number of small apartments will have considerably less built form density than the same number of large houses. Certain sites will be in a tight urban context, where dwelling density should be high in order that the massing of new buildings and small spaces between reflect the existing "tight grain", whereas other sites in suburban areas should have low built density and buildings well-spaced to reflect "loose grain".

Designing Development

> *"Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively for people". NPPF*

Introduction

2.52 Design should be informed by an understanding of the overall character of an area, particularly the elements that contribute to local distinctiveness, and also an understanding of the significance of

heritage assets of all types and the importance of their setting in order to secure good quality, well-designed and sustainable places. *(once approved include link to Sustainable Design SPD here)*

2.53   The following design guidance does not aim to be comprehensive, because some developments by their nature cannot conform to this general guidance and there will be buildings that are of a scale so great that they could not reflect local distinctiveness. If the function of these developments is of public benefit so great that it outweighs the harm caused to their natural and built environment, mitigation will be required and this may include landscape screening whilst ensuring the design is of the highest quality that is possible.

2.54   In accordance with national planning policy set out in the NPPF, the design of development should:

> • Ensure places function well and are fit for purpose
>
> • Create and sustain an appropriate mix of uses
>
> • Create safe and accessible environments
>
> • Add to the overall quality of an area
>
> • Respond to local character and reflect the identity of local surroundings
>
> • Reinforce local distinctiveness and or establish a strong sense of place
>
> • Be visually attractive as a result of good architecture and landscape design.

Sensitive Locations

2.55   In line with the NPPF, this guidance does not impose architectural styles or prescribe detail for certain elements of design. In the determination of applications for development of sites which are in sensitive locations, the Council will rigorously assess scale, density, massing, height, materials, landscape, layout and access, and in addition detailed issues of style and construction will be carefully considered. Only development of the highest quality will be accepted in these locations.

2.56   Locations that are considered "sensitive" include the following:

> • On the site of, or affecting the setting of a Scheduled Ancient Monument
>
> • Within the curtilage of, or affecting the setting of a Listed Building
>
> • Within or affecting the setting of a Conservation Area
>
> • Within or affecting the setting of a registered park and garden
>
> • Within the Cannock Chase Area of Outstanding Natural Beauty (AONB)
>
> • On the site of, or affecting the setting of a Non-designated Heritage Asset
>
> • At countryside edges, and particularly on the approach to the main settlements of the District by road, waterway and strategic footpaths.

Design Components

2.57   The following Components of Design will be used to assess applications in sensitive locations to ensure that the character of the area is maintained.

Layout

2.58   The layout is to take account of the Constraints and Opportunities as appraised in the survey of the site. For example, the retention of existing buildings of interest or merit; important trees; hedges; walls; spaces; views; water courses or features; overhead wires, drains or easements across the site.

2.59   The siting of new buildings should respect the "grain" of the existing settlement. Grain refers to the pattern of the arrangement of street blocks, plots and their buildings within a settlement. Although grain is measured on a sliding scale, in general, small and frequent plot subdivisions give an area fine grain, whilst large and infrequent subdivisions give a coarse grain. Failure to respect the established grain of an area will erode the character of the area. It is important to retain the established building line, common setbacks, orientation, gaps between buildings and frontage treatments.

2.60   Landscape design is integral to the development of most sites. Large developments, particularly at the edges of settlements, might require landscape mitigation to make the development acceptable. (This would usually be determined through a Landscape and Visual Impact Assessment). Even if in a non-sensitive area it is important to ensure that a landscape strategy is set out at an early stage of design for a large site. With the exception of very tight infill developments or minor development works, it is imperative to integrate landscape design into the layout. Retro-fitting planting into the spaces left over is usually unsuccessful, particularly as often those spaces may not be capable of accommodating vegetation of a scale appropriate to the scheme. *(Once approved include a link to the Trees, Development & Landscaping SPD here).*

2.61   The layout of an area can have a significant impact on crime against property (buildings and cars) and pedestrians. Prevention of crime and enhancement of community safety is a material consideration in the determination of planning applications.

2.62   The layout of development should protect the setting of designated and non-designated heritage assets. It may not be immediately apparent that development would affect the setting of a heritage asset, although the research necessary to understand context should indicate the presence of important heritage assets. Refer to chapter on Structures and Assets. The understanding of the asset affected should set the constraints for the new development and specialist advice may be required.

2.63   Plot amalgamation, severance or sub-division and back land development can all have an impact on an area's character. Where land is to be divided, it is expected that new development will respect the established grain of the area. This type of development must be undertaken with regard to local context, topography, grain, views and character, to ensure building lines and plot sizes enhance or better reveal the significance of the area. High fences at entrances to new access roads should be avoided and the provision of sight-lines for junctions should not be detrimental to the street scene.

2.64   In some parts of the District, large rear gardens can attract proposals for back land development. This can erode the openness of an area and such proposals will be critically assessed to ensure the character of the area is maintained. Gardens should be of a size similar to existing gardens in the area.

2.65   Where it is proposed to demolish and replace an existing structure, the new structure should be orientated on site in a similar way to the existing. Designing

primary façades parallel to the highway may not preserve local distinctiveness. Designs diverging from the orientation and footprint of the original structure are unlikely to be approved unless fully justified.

2.66   Care should be taken to avoid development that would visually associate the mass of one building with another, on the same or adjoining sites, as this can be detrimental to the openness of an area.

2.67   Even though proposals for development may appear to have impacts hidden from public view, they still have an impact on the character of the area and will be assessed accordingly.

2.68   Road layouts and design should enhance the character of the historic environment. Highway design has in the past all too often dictated the layout of developments. Recognising this, the Department for Transport (DfT) and Department of Communities and Local Government (DCLG) produced the documents Manual for Streets (MfS) and Manual for Streets 2 (MfS 2). MfS does not set out new legislation, but is written to show how the design of residential streets can be enhanced. It also advises on how street design can help create better places – places with local distinctiveness and identity. In designing new developments, the buildings, spaces and landscape should be arranged to form good urban design and the roads then fitted between them. Streets should be designed to create places of good quality, they should form attractive and well-connected permeable street networks.

2.69   In order to respond to local character and reinforce local distinctiveness, the layout of new development should be designed to:

• Conserve heritage assets on the site, protect and enhance their setting, and the setting of heritage assets outside the site that would be affected by the proposals.

• Reflect the landscape character, the landscape setting and context of the locality.

• Preserve trees, or other landscape features that contribute to local character.

• Protect important views.

• Reflect the regularity and density of existing street pattern

• Reflect the size and frequency of open space.

• Respect the scale and density of buildings in relation to the street width.

• Reflect traditional plot sizes and position buildings in the plots to reflect existing development.

• Arrange properties to reflect buildings locally, in rows, terraces, or detached buildings.

• Ensure that new spaces reflect the character of those in the context of the site, whether formal public places, streets, gaps between buildings, or gardens.

• Reflect the shape of existing spaces - open, narrow, winding, or straight.

• Arrange buildings to relate to the topography similar to other buildings in the settlement.

• Reflect the orientation of existing locally distinctive buildings.

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• Enclose space either with buildings, boundary walls, railings or hedges to reflect local tradition.

• Maintain the tranquillity of an area by placing development that would generate noise away from sensitive receptors, or by mitigation through shielding with trees, mounds or built form.

Landscape and Biodiversity

2.70   Landscape refers to the character and appearance of land, including its shape, form, and ecology, natural and man-made features. It also includes open space planting and boundaries.

2.71   As noted above, landscape design is integral to the development of most sites, and it is very important to assimilate landscape design into the layout. This is particularly important when landscape mitigation is required to ensure the development type does not detrimentally impact on landscape character. Landscape design should respect and build on local landscape distinctiveness and help to address any relevant existing issues in the landscape.

2.72   Trees that contribute to the character of the area in terms of their character or appearance should be retained and protected from development. Where trees need to be removed to enable development replacement trees of similar character will be required with a full landscape plan. For detailed advice on how to design a development that uses trees and landscaping in achieving sustainable development refer to the Trees, Development & Landscaping SPD.

2.73   Local topography can have a major impact on development. As stated in the introduction to this document the three spires of the Cathedral together with those of St. Mary's and St. Michael's Churches are an important focal point and dominate views around and into the City from the surrounding countryside. These views underline the ecclesiastical heritage of the City and their retention or integration into new development will be important in most instances.

2.74   New development should reflect local context. In some parts of the District built form is only glimpsed through vegetation, in other areas it is fully visible. Development on high land or the ridge should not become a dominant feature in the hillside or on the skyline, cause a material alteration to the topography, or result in the felling of prominent trees.

2.75   Planning permission is required for the erection/alteration of boundary walls/fences and gates on the boundary of listed buildings and may be needed in all other locations. It is also needed for the demolition of walls over 1 metre high fronting a highway, or 2 metres high elsewhere in conservation areas. Stone and brick walls, decorative iron railings and gates, hedges, trees and shrubs have all been used to define boundaries within the District. New development will be expected to respect characteristic boundary treatments.

2.76   Front boundary walls often contribute to the character of a conservation area. Therefore, the demolition of these walls is unlikely to gain consent.

2.77   The installation of close boarded or panel fences on boundaries fronting the highway is not considered appropriate within sensitive locations as they create unwelcome blank frontages. These are not characteristic and fail to preserve the character of the area.

2.78   Gates should be open in design and no more than 2m in height. In some parts of the District local context will require a lower

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gate. Entrances should be designed to be discrete within the street scene. Wing walls which curve into the bell mouth of the entrance should be avoided as they unduly emphasise its presence.

2.79   In order to respond to local character and reinforce local distinctiveness, the landscape design for new development should be designed to:

• Reflect the characteristics of the landscape within the context of development.

• Respond to the contribution of vegetation to the character of the settlement, and particularly whether this comprises small woodlands, tree groups, hedgerows, planted avenues or just incidental and isolated trees.

• Trees on and adjacent to the site, which contribute to local amenity should be retained and protected during construction works. In addition to visual amenity, their presence will add maturity to the development and also contribute to biodiversity.

• Provide new tree planting to reflect the character of existing vegetation. Trees should be of a species that is of similar ultimate size and having the same shape and density of canopy. Generally, if deciduous locally, the new trees should be deciduous.

• Respond to the contribution that other vegetation makes to the character of settlement. For example incorporate grass verges, hedges or ornamental garden plants as seen locally, and if appropriate.

• Integrate existing water features, rivers, becks and ponds. Or incorporate open areas of water, potentially as part of a sustainable

drainage scheme with swales and basins in rural areas or edge of settlement locations. Or in urban areas in a formal setting; fountains or other designed water features.

• Maximise the benefit of the scenic value of the landscape by protecting and enhancing views, vistas or skylines. Trees can be used to soften or frame views, or an avenue of trees can create a vista to a new or existing feature.

• Maximise the benefits of falls across the site to create visual interest and enhance areas of different character.

• Minimise impact on wildlife and enhance opportunities for biodiversity. *(Once approved include a link to Biodiversity and Development SPD here)*

• Reflect locally distinctive boundary features, whether they are hedgerows, manicured hedges, brick walls, ha-has, railings or fences, including gates and posts.

• Use materials for ground surfaces that reflect and reinforce local character. Apply materials in a manner that respects local techniques and traditions of construction, pattern and layout.

• Reflect locally distinctive street furniture. Minimise signage, and place seats and bins with care, and avoid over cluttering.

• Provide lighting levels to ensure safe places whilst maintaining local character. Lighting columns should be appropriate to the scale and character of the area; it is preferable to use more short columns in historic town centres than fewer tall ones. Use low level

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lighting bollards, up-lighting and building mounted lighting where possible to avoid the visual clutter of columns. Street lighting design should take account of street trees.

Building Form

2.80	The form of buildings is integral to the design of the layout, and to ensuring that the layout results in locally distinctive design. The designer should consider not just the form of an individual building, but how it relates to neighbouring buildings and the composition they jointly create.

2.81	It is important to ensure that the overall massing (the height and bulk) of built form is appropriate to the context, and that the proportions of the buildings (height, depth and frontage width) reflect those in its immediate context, are locally distinct, and where this is impracticable or undesirable are pleasing in their own right.

2.82	Historic buildings in the District are generally 2-3 storeys in height. The height of new development should reflect local context to avoid overly dominant development.

2.83	A ratio of building height to street or space width and height relative to particular landmarks, background buildings or strategic views should be considered as part of any proposal.

2.84	Whilst they may appear to be matters of detail, chimneys, dormers, parapets, overhanging eaves and so on, can make a substantial difference to a scheme. These elements of form contribute to local distinctiveness and add to the interest of the sky line.

2.85	Whilst generally, building massing and form should reflect local distinctiveness, there are occasions where it is appropriate to make a statement in order to contribute

to good urban design, or where there is adequate area to provide a setting to a particularly grand building. Only in exceptional circumstances where a building cannot for example be constructed in smaller parts to reflect local distinctiveness, but provides such a substantial public benefit would incongruity in building mass and form be acceptable. In all cases, it is important to engage in pre-application discussions with the planning department.

2.86	Buildings should be designed to:

• Contribute to the spatial character of the area.

• Reflect the scale and size of similar types in the area. Or where there are no matching types, as appropriate reflect local buildings that result from particular economic activities, or historic land ownerships.

• Respect existing uniformity of scale and size. Or where there is a high degree of variation of height for example, new buildings should offer the same degree of articulation in the street scene. However, where there is an atypical building in the street, this should not be mimicked unless it would contribute to good urban form.

• Be of a scale necessary to provide a landmark, give prominence to an important corner or as a stop to a designed vista.

• Reflect the property arrangement of the area, for example arrange properties in rows having some variation, or in terraces all of the same size, or form multiple properties into detached buildings.

• Reflect the variation of building forms and grouping. For example in a rural village the grouping of two storey

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buildings and single storey buildings of varying size contribute to the richness of urban grain.

• Reflect the traditional form of buildings, derived from their plan form and roof shapes. Use simple forms where buildings are of basic rectangular plan form with dual pitched roofs. Or where existing buildings exhibit projecting gables or other prominent features, reflect that complexity of form.

• Reflect the local orientation to the street, eaves or gable on.

• Provide interest in the skyline to reflect local distinctiveness.

2.87 The Council encourages good contemporary design. If the position of a building, its mass and scale, and additionally the spaces about it respect local character, new building form could deviate from traditional form.

External Appearance

2.88 The study of the context of new development will illustrate what materials, architectural styles and features contribute to local distinctiveness. In sensitive locations the external treatment of a building should reflect, not necessarily mimic, all the features of existing traditional buildings as this often results in poor quality replicas. What is important is that new buildings reinforce the character of the area and successfully co-ordinate proportions, materials, colour and details. Particular care should be given to corners, roof lines and how the building meets the ground.

2.89 In order to respond to local character and reinforce local distinctiveness, the external appearance of new buildings should be designed to:

• To be sympathetic to its surroundings, whether reflecting neighbouring buildings, the vernacular or incorporating contemporary design.

• Use materials that reflect and reinforce local character

• Utilise building materials in a similar ratio to context. For example where the majority of buildings are of brick and only few are of render, brick should be the dominant material in the new development.

• Reflect the uniformity of appearance, or provide variety where there exists a high degree of variation. Pay regard to the differing use of materials for different building types.

• Apply materials in a manner that respects local techniques and traditions. The vernacular stems from the materials and techniques available to the builders of the past.

• Ensure construction details including roof overhangs, gable treatment, chimneys should reflect local distinctiveness, but in all cases to be consistent with the building style and proportions.

• To represent a confident and well resolved design.

• Have well-balanced elevations, using consistent proportions and style throughout.

• Where contemporary treatment is not appropriate, to reflect the predominant architectural styles in terms of proportions of openings, ratio of opening to wall, general arrangement of elevations, particularly the position of the main entrance door.

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• To reflect traditional building orientation, where ratio of window to wall is highest on the southern front and very limited on the northern side and gables.

• To ensure that architectural features and proportions are used consistently where historic styles are emulated. Too often a lack of understanding of architectural history results in a combination of features from different eras (commonly referred to as pastiche, lacking the essential design qualities).

• Use a style consistent with the scale and standing of the building. For example a small cottage should not have windows suited to a more pretentious villa.

• Utilise particular features to provide interest and articulation to the street scene to reflect local character.

• Orientate the buildings to overlook open space

2.90   Unsuitable choice and application of materials, inconsistent use of proportions, displeasing arrangement of openings and inappropriate detailing can all result in development of poor design, which would not be acceptable. There are some building types for which many of the above points are not relevant, however in all cases the quality of the materials and detailing, and the composition of the elevations should be to the highest possible standards.

Shop Fronts and Advertisements

2.91   The detail, modelling and decoration of older shop fronts is particularly valuable in the street scene and their retention should always be considered. Where early shop fronts survive special care is needed to ensure that they are preserved and restored in a sensitive manner with careful attention to detail. Sometimes original features such as pilasters or fasçias survive hidden under later work and can be revealed, greatly enhancing the appearance of the shop front and the character of the street. Many C19 and early C20 shop fronts are of high quality and are worthy of retention.

2.92   Where a new shop front is required either on an older building, which has lost its original frontage or contains an inappropriate shop front, or on a completely new building, a good design based on the principles outlined should be acceptable.

2.93   A new shop front might have a traditional form with, fasçia, cornice, stallriser and pilasters. But the new design should not be a poor quality pastiche of an earlier shop front and neither should it debase historic details.

2.94   A shop front should relate to the building it belongs to so that it forms an integral part of the elevation rather than an isolated element on the ground floor. This can be achieved by taking account of the scale and architectural style of the buildings and by echoing the arrangement of windows and areas of walling on the upper floors.

2.95   Many buildings in shopping areas are symmetrical and to keep a sense of balance, this symmetry should be extended to the shop front. Sometimes internal planning makes it difficult to achieve exact symmetry, but often a compromise is possible to enable a satisfactory outcome. Intermediate columns and window mullions can contribute some visual balance.

2.96   The main point to consider in the design or alteration of a shop front is how the building fits into the street. Most traditional shopping streets contain a great deal of variety. The width of the buildings and their height make the character of the street. There might be a vertical or horizontal

emphasis to the architectural features. This is the rhythm of the street, and where a shop front extends across several different buildings, the rhythm of the street can be spoiled.

2.97   If the buildings differ in size or architecture varied shop front designs are likely to be more appropriate.

2.98   Many C20 shop fronts have large expanses of glass, which make the building above it appear unsupported. This can look particularly uncomfortable if the shop window straddles two or more buildings. Columns, pilasters or areas of walling can be used to give the building visual strength.

2.99   Interest can be given to a shop front by recessing or projecting some of the details and elements that make up its design. Traditional shop fronts, for instance, had a projecting cornice that jutted out from the face of the main building. Console brackets, decorated pilasters and deep glazing bars give 'depth' to the façade. Similarly, recessed doorways provide a visual break to a flat window. This 'modelling' of the shop front allows a play of light and shadow that enlivens the building and the street. Modern shop fronts, with stuck-on glazing bars, and with no projecting features can result in a flat, insubstantial appearance.

2.100   In small-scale buildings, the shop front should also be small. The size of the display windows, the depth and height of the fasçia and the proportions of the details should all be modest. In larger buildings the shop front can be larger but still in proportion to the building. Over-large fasçias are the most common disfiguring element of existing shop fronts and they often obscure important architectural details. Where excessively deep fasçias have been introduced in the past, the overall height should be decreased in any replacement.

2.101   Timber was the traditional shop front material of previous centuries. It remains the most appropriate and versatile material. It can be worked to almost any profile, is durable and can be freshened up by repainting at a minimum cost. Generally speaking, glossy surfaces, acrylic or Perspex sheeting, aluminium or plastic shop fronts are not acceptable in conservation areas. However, modern materials can be accepted where they are used with care and it can be shown that they will enhance an area.

2.102   The sensitive use of colour offers much scope for improving the street scene. Harsh or gaudy colours draw undue attention to them and should be avoided. Rich dark colours look very good as they leave the window display to provide the highlight. Off-white is also a traditional colour. The imposition of a corporate colour scheme regardless of the location may erode the character of an area, but minor variations of the corporate colour e.g. just a small proportion of the fasçia in house colours might not alter the ambience of the street.

2.103   Poorly designed or sited signage can harm the character and quality of an area; the amenity of neighbours; the character, appearance or setting of heritage assets; and the scenic and cultural value of landscapes and townscapes. The Town and Country Planning (Control of Advertisements) (England) Regulations 2007 sets out those types of signage that need consent.

2.104   In addition to the above, advertisements affecting a listed building would require listed building consent, and any signage attached to or on a scheduled ancient monument would require scheduled ancient monument consent.

2.105   New signage should not be inspired by inappropriately designed, sited or illuminated signage that was erected at a time when the existing regulations, policies and guidance were not in place.

2.106   The Council remains committed to exercising strict control over illuminated signs. With any illumination to signage, it should be discreet and should avoid adding clutter to the elevation; illumination should not be a prominent 'feature' of the building.

2.107   The key principles of new and replacement signs are as follows:

• Signs should not dominate the host building or site by virtue of their location, scale, number, bright colour or method of illumination.

• In rural areas, villages and small towns, illuminated signage should be avoided or achieved in such a way that the lighting does not intrude on the rural character of the area or settlement.

• Internally illuminated signage is unacceptable in conservation areas. Where illumination is acceptable, signs should be externally illuminated, unless individual letters or logos are lit from behind to provide a halo effect, or where circumstances allow, letters internally illuminated.

• Where a building forms part of a group such as a shopping street or square, the design and illumination of signage should be informed by the existing context.

• Signs above first floor cill level are rarely acceptable.

• Signs on gables or other non-principal elevations are rarely acceptable.

• Signage, particularly fascia signage should be in proportion with the shop front and/or the rest of the elevation of the building. Fascias should not dominate the building by being overly deep.

• Signs that act as a 'belt' or 'band' extending along the full width of an elevation and cutting the elevation in two are rarely acceptable.

• Lettering, logos and symbols should fit comfortably within the boundaries of the sign and should not appear 'squashed in'.

• Simplicity is preferable to signs that are cluttered by a proliferation of text, symbols, logos and contrasting colours.

• In conservation areas and on listed buildings the general traditional character and appearance of these areas may preclude certain methods of illumination, garish colours or corporate colour schemes with bright or strongly contrasting colours.

• In conservation areas or on historic buildings, care should be taken to ensure that materials and details of signage respect the traditional character and appearance of the building or area.

• On shop fronts fascia signs should normally be framed by a protective projecting cornice along the top and projecting consoles to the left and right hand ends.

• On traditional shop fronts with shallow fascias, it would be preferable for additional signage to be fixed to the shop window rather than to deepen the fascia.

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• On buildings that have been converted to new commercial or public uses, fascia or banner signage is unlikely to be acceptable, as it could harm the appearance of the building. Any new signage should respond to the building's architecture and character, which may mean the use of more discreet signage such as individual letters fixed to the elevation.

• Any hanging or projecting signs should be in proportion with the principal signage and should not clutter the elevation of the building.

• Signs should not have an adverse effect on public safety

Heritage Crime

2.108 Heritage crime is any offence which harms the value of heritage assets and their settings to this and future generations. It covers a wide variety of activity that is responsible for damaging assets that are of particular historical interest.

2.109 This activity can damage assets beyond recovery which can lead to the loss of a piece of history forever.

2.110 Due to the very nature of heritage assets putting right damage is costly to the public purse. For example, the recent rise in metal theft from buildings is leading to repair bills of hundreds of thousands of pounds when damage is caused by the removal of the metal and weather damage when roofs are left open to the elements.

2.111 Local authorities have an important strategic role in the fight against heritage crime. Local problems need to have local solutions. Historic England does offer bespoke assistance to any local authority wishing to take a strategic role in dealing with Heritage Crime and further advice can be found here.

2.112 To try and prevent heritage crime the following points need to be considered.

- Identification of the designated heritage assets in the District. This information can be found on the National Heritage List for England

- Focusing effort on heritage assets most at risk using the Quick Risk Assessment Tool.

- Reducing the risks by implementing Heritage Crime Prevention Measures

- Setting up a partnership and collaborative arrangements with other organisations involved in crime reduction and enforcement or protecting the historic environment in the area. A partnership model based on Neighbourhood Policing and Community Safety Partnerships has been developed for the prevention of heritage crime and has been agreed with the Police and other interested bodies. The local police service may already have identified a police officer with responsibility for dealing with heritage crime issues who will sometimes also be the officer with responsibility for wildlife and environmental crime. A number of local authorities host police officers within local community safety teams.

- Identify other local groups who may be usefully involved in a partnership include local civic trusts and societies who are interested in the historic environment and may include Neighbourhood /Farm/Heritage Watch organisations. Parish councils, churches and other landowners with

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assets vulnerable to heritage crime may also wish to be involved in a partnership.

- Considering the heritage crime prevention and enforcement models adopted by Cheshire West and Chester Council and Heritage Watch groups.

- Being prepared to take enforcement proceedings for regulatory offences and use the various enforcement powers available to a local authority to deal with buildings suffering from neglect which affect the amenity of an area and can encourage incidents of anti-social behaviour and heritage crime. Also supporting action taken by others such as the police and amenity societies by proving impact statements for example.

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3.1   Some parts of the historic environment are more significant than others and are important to society and as such merit some level of protection or consideration. These are called our heritage assets. The generations that follow us are most likely to value them too, for the same or similar reasons. It has therefore long been accepted that we have a responsibility to look after them. These assets are not just the iconic buildings such as the cathedrals and palaces, they are also the homes of ordinary people, the factories and places they worked in, the towns and cities they lived in and where we now live, work and play. Heritage assets can also compromise below ground remains and provide evidence for past activity including prehistoric burials and ceremonial sites, defensive enclosures and the remains of past settlements. Retaining a high quality historic environment helps to create a sense of place and can act as a catalyst for regeneration as it can encourage tourism and add to the economic viability of an area.

What are Heritage assets?

3.2   A heritage asset is defined as:-

"A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing)." Annex 2: Glossary, National Planning Policy Framework, Department for Communities and Local Government, 2012

3.3   Heritage assets can be designated or undesignated. The Staffordshire Historic Environment Record (HER) maintains a

database of heritage assets for the District. Designated Heritage Assets are also listed on the Historic England National Heritage List for England. Designated heritage assets include:-

• Scheduled Monuments;

• Listed Buildings;

• Registered Parks and Gardens; and

• Conservation Areas.

3.4   There are many heritage assets which do not meet the criteria for statutory listing or scheduling but still make a significant contribution to the character and appearance and culture of the District. The Council considers that many of these non-designated heritage assets merit recognition and are worthy of conservation for the benefit of future generations. Details of these are also contained in the Staffordshire Historic Environment Record.

Assessing Proposals affecting all Heritage Assets or their Setting

3.5   When considering an application affecting a heritage asset or its setting, the council will consider the proposal to ensure that the significance of the Heritage asset, together with its setting is not detrimentally affected by the proposal. The effect of a development on any heritage asset or its setting will be a material consideration in determining any planning application. Guidance on information that should be submitted with applications for development can be found here.

3.6   Significance is defined as:

"The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not

only from a heritage asset's physical presence, but also from its setting."
Annex 2: Glossary, National Planning Policy Framework, Department for Communities and Local Government, 2012

3.7   Significance is the concept that currently underpins conservation philosophy. It is essentially a way of measuring or emphasising the interest (i.e. the overall heritage value) of a heritage asset, in other words its 'specialness'. The more significant a heritage asset is, the greater its value to society is and the greater the effort should be made to conserve its heritage value for future generations.

3.8   More detailed guidance on heritage values is contained within Historic England's publication, [Conservation Principles] and in their Historic Environment Good Practise in Planning Note 2: Managing Significance in Decision Taking.

3.9   It states that they comprise four broad components:

> • Evidential value: the potential of a place to yield evidence about past human activity.

> • Historical value: the ways in which past people, events and aspects of life can be connected through a place to the present – it tends to be illustrative or associative.

> • Aesthetic value: the ways in which people draw sensory and intellectual stimulation from a place.

> • Communal value: the meanings of a place for the people who relate to it, or for whom it figures in their collective experience or memory.

3.10   The significance of a heritage asset is the sum of these four parts and its heritage interest may be archaeological,

architectural, artistic or historic. Current national heritage policy is led by this concept of 'significance'; understanding what makes a heritage asset of national or local importance or value and using this to determine whether the impacts of a proposal are acceptable or unacceptable based on the degree of harm (if any) that a proposal might have on the significance of the heritage asset. As once the significance of a heritage asset is understood, it should become clear whether and to what degree repair, restoration, alteration, extension or demolition would harm, maintain or enhance the heritage asset.

3.11   It is necessary to identify the heritage value(s) of a building, monument, place or landscape to determine whether it is of archaeological, architectural, artistic or historic interest. Then in order to understand the relative importance of this interest, or its significance, assessment should be made of the following:

> • the fabric of the heritage asset itself to ascertain for example its age and historic development, the completeness and integrity of the fabric and its design

> • whether the asset illustrates past ways of life, farming, commercial or industrial activity, social structure or the attitudes and aspirations of the people who created or altered the asset

> • whether the asset has an important association with an international, national or locally important designer, owner/occupier, organisation or event

> • when compared with similar heritage assets, whether the asset in question is particularly rare, unusual and innovative in its design, specific to the local area or region or is otherwise distinctive, important or noteworthy.

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3.12 For designated heritage assets such as listings, scheduled ancient monuments or conservation areas, the list description, schedule entry or conservation area appraisal aids understanding of both the interest and significance of a particular heritage asset. The descriptions of all nationally designated heritage assets can be found at the [National Heritage List for England](#). Staffordshire Historic Environment Record [(HER)](#) holds data on undesignated heritage assets within the District.

3.13 The Character Appraisals for the district's conservation areas can be found [here.](#)

3.14 For buildings and structures, whether they are designated or not, the [Listing Selection Guides](#) published by Historic England in 2011 provide a historical context for different building types and identifies the general and specific features or characteristics of these buildings that can enhance their significance.

3.15 For archaeological remains, Historic England has published forty one ['Introductions to Heritage Assets'](#). These documents cover for example earthworks, enclosures and structures dating from prehistory through to the medieval period through to modern military installations. For each asset type the 'Introductions' provide a historical context and background as well as a general assessment of what might make some examples of the same asset more significant than others.

3.16 Designated heritage assets like listed buildings, scheduled ancient monuments and historic parks and gardens are considered to be of national heritage value as they have all undergone expert assessment and evaluation against national criteria prior to their designation. Designated Heritage Assets are statutorily protected. With listings it also follows that Grade I and II* listings are of the highest significance.

Even so, non designated heritage assets will nonetheless have heritage value (i.e. be of significance) that should be maintained or enhanced where possible.

3.17 While heritage assets that are of high significance will need particular care to ensure they are conserved for future generations, the principles of 'significance' apply to development affecting humbler heritage assets such as traditional farmsteads, pre-historic earthworks, locally valued historic landscapes, below ground archaeological remains, old boundary stones and so on. In making any decision on works that will impact a heritage asset the council will always use the significance of the heritage asset to inform its decision.

3.18 The significance of a building, landscape or monument is often confused with factors like its grandeur, scale, age, degree of ornament or whether it is accessible or visible by the public. Significance is the sum of a heritage asset's parts; the significance of a building is not just its ornate façade, but also its secondary elevations, interior, doors and windows; most conservation areas feature different phases of historical development that each add to its heritage value; and so on. It could also include the immediate or wider landscape in which it is located, associations with ancillary buildings and below ground archaeological remains. While what is pleasing to the eye will have aesthetic value it does not follow that something is of low significance just because it is plain, secondary or not seen by most people.

3.19 Developments may affect the setting of a heritage asset. Setting is defined as:

> *"The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the*

significance of an asset, may affect the ability to appreciate that significance or may be neutral". Annex 2: Glossary, National Planning Policy Framework, Department for Communities and Local Government, 2012

3.20   Detailed guidance on setting has been published by Historic England: Historic Environment Good Practice Advice in Planning Note 3: The Setting of Heritage Assets

3.21   The setting will include any views or vistas that the heritage asset forms part of; for example how the asset is seen in the landscape or as part of the vista along a street. If the heritage asset forms part of the skyline or horizon, then anything that impacts on that skyline or horizon is likely to affect the heritage asset's setting (such as the Cathedral or church spires). If the heritage asset forms part of a formally designed landscape or space (such as Museum Gardens, Beacon Park), or part of a formal piece of urban design (such as Cathedral Close or the Market Square, Lichfield), any changes to the design or character of that place would inevitably impact the setting of the heritage asset given the close historic and visual relationship between the heritage asset and the overall design of the place.

3.22   While the visual links between a heritage asset and its surroundings are important considerations, important elements of a heritage asset's setting may be not be visible from it for historical reasons for example, the workers' cottages or ice house serving a listed country house might well be hidden from view or be physically distant from it. Nonetheless, they each contribute to our overall understanding and experience of the country house and as such would be considered to be part of its setting.

3.23   The use of the word "experienced" rather than "seen" in the definition of setting is important, the setting of heritage assets is impacted by more than the physical layout and appearance of the spaces, buildings and structures around it. Setting will therefore in most cases extend beyond the curtilage of a listed building. The levels of noise, odours, dust, vibration and the overall sense of remoteness, tranquillity, or seclusion of a place can have a substantial bearing on the character of a heritage asset and govern how we experience it.

3.24   However, some heritage assets derive much of their character from the bustle and vibrancy of their setting and the interaction of the heritage asset with it. On this basis where development has impacts over and above its visual or aesthetic impact, such as noise or vibration or bringing more activity into a quiet area there may be, as a result, an impact on the setting of a heritage asset.

3.25   Each heritage asset is unique and the physical environment (the topography, the nature of neighbouring buildings and spaces) is different for each heritage asset, therefore it is not possible to declare that a heritage asset's setting extends only as far as a fixed distance from it or to superficially survey the site and its environs and identify a setting based on views from the site itself. In many cases the setting may only become identifiable through the study of the heritage asset and its surroundings and their evolution over time and surveying the heritage asset in both its immediate surroundings and in the wider townscape or landscape.

3.26   Our understanding of a heritage asset is key. If we understand what is significant about the heritage asset (e.g. its historical interest or architectural interest), we can begin to understand how it related to its setting when it was built and hence what aspects of its setting are important to

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conserve. For each heritage asset, it is imperative to understand the particular reasons why it is where it is, why it has a particular character and appearance and why it interacts with its surroundings in the manner that it does. Without gaining this understanding decisions about changes to the setting of a heritage asset cannot be made in an informed manner and are therefore more likely to harm the overall significance of the heritage asset.

3.27   The setting of heritage assets do continually change as in the long term the buildings and structures around a heritage asset are erected, altered, extended, converted, demolished, or replaced. Trees and hedges grow, are maintained or not, cut back, thinned, die or are removed. Highways are reordered, widened, controlled, altered, and lit. Farming activity and practice changes according to market demand and/or legislation. At any given time these factors may each contribute in their own way to the overall setting of a heritage asset, either positively or negatively or in a neutral manner.

3.28   For example, the setting to Lichfield Cathedral comprises the survival of the historic street pattern, the grain of development on the medieval burgage plots, the consistent building heights, the views of the spires from the surrounding streets and the outlying rural areas and the ongoing vibrancy and level of activity in the city centre. All of these elements might be regarded as positive aspects of its setting, however among this townscape there may be buildings or spaces that neither enhance nor detract from the setting of the Cathedral. Such buildings and spaces would have a neutral impact on the setting. Arguably, this townscape also comprises buildings that are out of scale with surrounding buildings or do not follow the layout of burgage plots and spaces which detract from the character and layout of the area. Such buildings and spaces have a negative impact on the

setting of the Cathedral. As the Cathedral is also within the City Centre Conservation Area all these factors are part of the significance of it.

3.29   Sometimes the setting of a listed building can be readily understood, like the setting of a townhouse might simply be the streets and back streets it can be seen from, or the immediate environs of a conservation area will clearly be part of its setting. For some assets defining the setting might be complex, particularly where they are components of an extensive landscape or townscape, or assets like earthworks whose setting might not be apparent to most people. In these instances a suitably qualified and experienced professional should be involved.

3.30   Understanding the heritage asset and its setting can also involve more than simply looking around the site. The applicant, agent, or heritage consultant acting on the applicant's behalf should be able to provide an assessment by using the steps outlined in Historic England's guidance 'The Setting of Heritage assets' (referred to above). This document provides a check list of potential attributes of a setting that may help to elucidate its contribution to significance, which may usefully be expressed in terms of its heritage values (Conservation Principles). Only a limited selection of the attributes listed is likely to be particularly important in terms of any single asset.

3.31   In accordance with the NPPF, where development is proposed that would lead to substantial harm to assets of the highest significance should be wholly exceptional; substantial harm to all other nationally designated assets should be exceptional; and in all cases any harm to heritage assets should be weighed against the public benefits of the proposal. Even so, where less than substantial harm would result from a development affecting a heritage asset of

moderate significance, which is often the case in regard to alterations or extensions to grade II listed houses or to an asset of local importance, the Council will still require that harm to be weighed against the public, not private, benefits of that proposal. Where little or negligible harm would be caused to a heritage asset by proposed development, the Council may consider that needs of the occupants (not wishes) justify some loss to significance. Where no harm would be caused to the asset, development will be allowed. A planning application which includes demolition of a heritage asset will only be permitted where the applicant can demonstrate that the significance of the asset has been fully assessed and that the development is of such high quality that the significance of the heritage asset to be lost is outweighed by the public benefit of that development. In such cases the loss of that significance will be tied to the overall benefit of that development and there will also be a recording condition tied to the demolition or loss of significance. In fact, any loss of significance should be outweighed by public benefit and that the loss of a positive building in a conservation area is "substantial harm to a designated asset".

3.32   Where an applicant needs to supply information on the potential impact upon a heritage asset or its setting, the NPPF states that a Heritage assessment should be prepared. The NPPF, at para 128, advises that this should be proportionate and may require the production of a historic environment desk-based assessment. Where a scheme has the potential to impact upon archaeological remains and, this should be supplemented by archaeological evaluation to support the applications. A heritage assessment is required by the District Council in order to validate some application and further advice on this can be obtained by contacting the District Council's conservation officers 01543 308000.

3.33   Where a development proposal is deemed to be acceptable to the Local Planning Authority but there remains archaeological potential, the NPPF para 141 advises that further archaeological mitigation may be required. This work would require developers to '...Record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact.'

Extensions and Alterations to Historic Buildings

3.34   The aim of conservation is to make sure that change is accommodated in a manner that does not harm the character and appearance of heritage assets or in any other manner harms their significance. The guidance on extensions and external alterations is applicable to all heritage assets whether they are individually designated or not. The aim is to make sure that alterations and development either maintain or enhance the character and appearance of historic assets, which contribute to the quality of our environment.

3.35   The principles regarding the effect of extensions or alterations to the existing building are included below, however for principles in regard to the effect on townscape, trees and the amenity of neighbour's reference should be made to the section on areas and places. Guidance on alterations to Listed Buildings is provided towards the end of this section. Listed Building Consent is required for any works that affect the character and appearance of a listed building whether to the interior or exterior, any elevation and any deemed listed curtilage buildings or structures. Information on the consent regimes can be found here.

3.36   Understand the building's character and appearance. This is an important step in understanding the overall significance of

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the historic building. The character of the building: its scale, form, height, historic use; and its appearance: the materials, eaves details, fenestration, window and door details, and the roofscape will often provide a general indication of what changes would be aesthetically harmful or harmonious.

3.37   Understand the building's significance. What is special about this heritage asset? Is it of historic, architectural, archaeological or artistic interest, and what is the nature of its interest? How would changes to the building affect this interest? Is it possible to avoid or minimise harm to this interest?

3.38   Understanding the building's setting. The building may potentially have an important or long-established relationship with its curtilage, setting or the wider townscape or landscape. This might be reflected in the building's siting, orientation and the positions of its principal openings and rooms. There may be important aspects or features of the building's relationship with its setting that need to be considered.

3.39   Obtain appropriate advice. Depending on the nature and extent of the works or the significance of the historic building involved, it is advisable to obtain the services of an appropriately qualified and experienced heritage consultant.

3.40   Consider the wider picture. Most works to buildings will be subject to the Building Regulations. Other applications may need to consider the objectives of the Equality Act or the impact on protected trees or species such as bats. A proposal which takes these other matters into consideration and balances them against maintaining the significance of the historic building is more likely to be accepted or subject to fewer revisions and planning conditions.

Extensions

3.41   It is important to ensure that the overall massing (general shape and bulk) of the extension is appropriate to its context and that the combination of the existing building and extension create a pleasing composition.

Scale

3.42   It would rarely be acceptable for the extension and alteration of a building to be so numerous or large in scale that the historic fabric is dominated by later work or new work.

3.43   In most cases the original/historic volume, footprint and form of the historic building should be clearly legible and should be the most dominant part of the building by virtue of its scale, bulk, height and massing in relation to later additions.

3.44   It is generally unacceptable for an external face of a historic building to be concealed or mostly concealed by an extension or by two or more smaller extensions.

3.45   In most cases the upward extension of a building, for example by adding an additional storey is likely to harm the building's character and appearance.

3.46   Extensions that wrap around corners will conceal and distort the original extent of the building and could potentially dominate the historic building.

3.47   It is difficult to extend a building in two or more directions without the cumulative impact of the extensions causing harm because they dominate the historic building.

3.48   Extensions that are connected to the historic building via a small link may nonetheless be dominant due to the scale, height, bulk or siting.

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Form

3.49   Extensions should respect the form of the historic building. This should mean that roof shapes such as gables and hipped roofs should generally be replicated in extensions.

3.50   The pitches of new roofs should in general match or be broadly similar to those of the host building. A shallow gabled form is unlikely to sit harmoniously alongside a traditional moderately pitched gable.

3.51   Roofing materials can often dictate the pitches of roofs. For example, Welsh or similar slate requires a pitch of over 22.5 degrees but plain clay tiles 35 degrees.

3.52   There may be instances where an alternative roof form can be of merit, for example a mono pitch or flat roof to an appropriately designed contemporary extension or as a means of reducing the overall mass and bulk of an otherwise coherent extension.

3.53   Generally, the roof form of an extension should be the same as or less complex than the original roof of the building in order to achieve harmony.

3.54   With any extension the aim should be for the new to achieve visual harmony with the old regardless of whether the new work is 'traditional' or 'contemporary' in style.

3.55   Buildings with a simple built form such as agricultural or industrial buildings can have their character harmed by small scale extensions like porches, dormer windows or conservatories that disrupt the simplicity of the building's mass and form.

3.56   Buildings that are characterised by complex masses such as many Arts and Crafts style houses or vernacular buildings that have undergone several organic extensions can be harmed by adding bulky, simple forms to them, particularly if the new extension is large in scale.

Appearance

3.57   The external appearance of a building is a direct result of its original or historic use and the prevailing architectural fashions and building technology of the time. The traditional appearance of historic buildings should be respected in the design of an extension. The use of one design theory - the Golden Section – has left its mark on buildings from the mid-18th century onwards. This is apparent when we consider sash windows. The Golden Section is a harmonious relationship of dimensions known to the Greeks and expressed as the ratio 5:8. Applying the ratio to one dimension generates a second dimension that will relate harmoniously with the first.

3.58   The external appearance of an extension should have suitably proportioned fenestration which appropriately balances the elevations.

3.59   The best indicator of the appropriate type and distribution of openings is the host building itself, or other unaltered contemporary examples of the same type of building.

3.60   The solid to void ratio in the existing building should not be exceeded in the extension, and should generally be lower, unless the function of the extension requires considerable areas of glazing and is of contemporary design to provide contrast (unless it is a conservatory on a house, which could be traditional). Solid to void ratio is the technical term for how blank or windowed a building looks. Traditional construction techniques effectively limited the width of openings, making them vertical in proportion and relatively small. For structural reasons, openings were kept well clear of corners or verges. As a result, doors

and windows were surrounded by large areas of masonry making the wall the dominant element. This gave the building a high solid to void ratio.

3.61   For extensions the palette or materials and the manner in which they are applied should respect the character of the historic building. The aim should be for either a close match where a 'traditional' approach is used or the use of materials that harmonise with traditional materials where a contemporary approach is used.

3.62   Extensions to a historic building will always be seen in context with the original or historic details of the listed building itself. It is therefore important that new work does not stand out due to the poor quality or inappropriateness of its detailing.

3.63   The building itself or similar local examples will provide the clearest guide as to how new work should be detailed. Imposing the style of a different era (other than contemporary), building type or details commonly used now on new build will almost certainly harm the character and appearance of the heritage asset.

3.64   Details should be appropriate to the building type; agricultural, industrial or commercial buildings should be detailed in a manner that reflects their historic or original use and character.

3.65   In most cases cast stonework and reconstituted roof slates will not be acceptable for use on extensions to historic buildings. This is both due to the likely differences in appearance and how reconstituted material will weather differently to natural material over time.

3.66   With some extensions, there may be merit in using simpler details than those of the principal building. This would in its own way help the extension to read as subservient to the host building. Examples

of simplified details using complimentary but simpler surrounds to the extension's openings.

3.67   Whether building in a contemporary or traditional style, details can make a significant difference as to how successfully the new complements the old. Such details include: whether there is a pronounced overhang to the eaves or a deep, projecting cornice at the top of a wall; how far doors and windows are set back into the masonry openings; whether the roof form is unbroken, or whether it is interrupted by chimneys and dormers, or; if materials have been applied in a particular manner. A successful extension might echo these features of the historic building in a contemporary way without necessarily copying every detail of the original building. This way harmony is more likely to be achieved between the new and old.

3.68   Rainwater goods should match the materials traditionally used and be of traditional section. For the majority of the district's historic buildings the pipes and gutters will be cast iron (the Council may accept extruded aluminium or faux cast iron on non-listed buildings).

3.69   The following window options should be avoided in all circumstances: poorly proportioned windows, outward opening top hinged windows in place of sashes, storm casements, glazing bars planted between panes of glass, casements where the panes of openers are noticeably smaller than those of fixed panes, window styles which predate the building or aperture, the removal of mullions, windows which are flush or nearly flush with the face of the wall (unless traditional details dictate otherwise).

3.70   Provided the materials, detailing, proportions, sections and method of opening are complementary to the parent building and/or contribute to the design quality of an extension, double glazing in extensions may

be permissible, unless historic windows remain in situ, in which case the existing windows should be retained and repaired rather than replaced.

3.71   UPVC and aluminium windows and doors should never be considered for historic buildings as they do not have the same appearance and qualities as timber or traditional metal windows. The only exception might be the use of slender metal framed windows as part of a contemporary style extension.

External Alterations

3.72   Poorly designed alterations can damage the appearance of an historic building such that it has completely lost its original character and appearance, with consequential substantial loss of significance.

3.73   The following principles apply to external alterations to a historic building:

• New or altered openings on an elevation or features such as a dormer window or an array of solar PV panels to a clean roof pitch may dominate the building and hence be unacceptable.

• Care should be taken with seemingly innocuous alterations; the wrong type of render would visually 'dominate' a building and drastically change its character and appearance.

• New openings or alterations to an existing opening, particularly on principal elevations, are highly likely to harm the character and appearance of a historic building. It is particularly important that conversions and alterations re-use historic openings as far as possible and that any new openings follow the character of the host building. To this end, regularly spaced and sized domestic window

openings are highly likely to look out of place on a barn, while carefully balanced formal elevations of other building types can be substantially harmed by a single alteration or new opening.

• Wherever shop fronts of merit survive they should be retained. Early 20th century shop fronts can be as unusual as 18th or 19th century examples. Features of value such as blinds in blind boxes, shutters in shutter boxes against an upright and stall risers are often concealed beneath later facings.

Materials

3.74   Historic materials should be retained and where necessary replaced on a like for like basis. Any change of materials, for example to a roof covering, would need to be justified by an overriding technical reason or evidence that a different roof material had been used historically.

3.75   Walls are the main structural fabric of a building. Alterations to wall surfaces are usually the most damaging that can be made to the overall appearance of a historic building. Alterations or repairs to external elevations should respect the existing fabric and match it in materials, texture, quality and colour. Existing render should not be stripped off to expose brick or timber framed walls that were never intended to be seen. It may be necessary to remove and replace recently applied render if this is damaging the surface beneath.

3.76   Generally where render is defective, or previously replaced with cement based render, it should be replaced with traditional lime based render to allow natural evaporation and provide soft edges to quoins and openings. Exceptionally, where there is mock jointing, grooving, rustication or plaster architectural elements like

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cornices and architraves on late 18th and 19th century stuccoed elevations these should always be retained where possible or carefully copied.

3.77   Brick or stonework should not normally be rendered unless the surface was rendered originally. Previously unpainted surfaces should not normally be painted over. In the case of listed buildings, the colour used to repaint a building should not change its character and appearance. In all cases, paint colour should respect local distinctiveness. The paint should be a breathable, water based paint.

3.78   As stated above in most cases cast stonework and reconstituted roof slates will not be acceptable for use on historic buildings.

3.79   Cleaning of stonework and brickwork can damage wall surfaces and destroy detail by eroding definition (particularly if abrasive and chemical cleaning methods are used). Cleaning should be limited to instances where it is worthwhile to remove corrosive dirt or to bring a major improvement in appearance. Cleaning should be carried out by specialist firms and under close supervision.

3.80   Timber, whether windows, doors, or decorative joinery should be retained or replaced like for like where defective. New timber should match the existing in species to ensure the new timber is a visual and technical match. (Cheap, fast-grown softwood is highly prone to shrinking, warping and rot. Its use in the context of a historic building is therefore a false economy).

3.81   UPVC and aluminium windows and doors should never be considered for historic buildings as they do not have the same appearance and qualities as timber or traditional metal windows.

Details

3.82   Alterations or extensions to a historic building will always be seen in context with the original or historic details of the listed building itself. It is therefore important that new work does not stand out due to the poor quality or inappropriateness of its detailing.

3.83   Details should be appropriate to the building type; agricultural, industrial, domestic or commercial buildings.

3.84   With some alterations, there may be merit in using simpler details than those of the existing building.

3.85   Whether building in a contemporary or traditional style, details can make a big difference as to how successfully the new complements the old.

3.86   Simplified details are highly unlikely to be an acceptable substitute for existing historic details, or those that are known to have been in situ on a building(not conjectural), or where they will contrast in an unwelcome or uncomfortable way with the rest of the building.

3.87   There are certain features of historic buildings that should be preserved and not hidden, these include polychrome brickwork, rubbed gauged brick or stone arches. All of these add to the architectural significance of the building and particularly contribute to local distinctiveness.

3.88   Also inscriptions, old lettering, old shop signs, inn sign boards, date plaques and stones, coats of arms, monograms, fire insurance plaques, commemorative or symbolic carvings and statues in niches are part of the history of a building. These features should be retained in situ wherever possible.

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3.89 The primary feature of a wall is the building material itself and the pointing should normally be visually subservient to it.

3.90 Existing decorative embellishments such as ridge and cresting tiles, iron cresting, finials, gargoyles and spouts, cartouches and statues should also be preserved. Chimney pots are also valuable features. Chimney stacks are both functional features of the roofscape and can be important indicators of the date of a building and of the internal planning.

3.91 Rainwater goods should match the materials traditionally used and be of traditional section.

3.92 Lead is a traditional roof covering and should not normally be replaced by modern substitute materials. Details such as lead rolls, hips and ridges are important visual elements. However, lead is increasingly commonly targeted by thieves. Where stolen, the replacement of these materials with less valuable alternatives will be considered in conjunction with the 2011 guidance from Historic England "Theft of Metal from Church Buildings".

3.93 Original doorways and any surviving original doors should be retained. Replacement doors, if necessary, should copy the original in the materials, the detail of the design, and the paint finish.

3.94 As a rule, windows in historic buildings should be repaired, or if beyond repair should be replaced 'like for like'. All old glass is of interest, whether it be stained, painted or etched glass or early plain glass such as crown glass. Great care should be taken to protect old glass during building works.

3.95 Standardisation of existing windows to one pattern should be avoided. The thickness and moulding of glazing bars, the size and arrangement of panes and other details should be appropriate to the date of the building or to the date when the window aperture was made.

3.96 It is difficult to install double-glazed units in existing frames or to replicate existing frames with new sealed units without making noticeable changes to the profiles of glazing bars, styles, and rails.

3.97 In exceptional circumstances, double glazing may be acceptable in a listed building if the following circumstances apply: a)The existing windows are of no heritage value and are beyond reasonable repair; b) The use of secondary glazing is unfeasible due to the impact on the special interest of the interior of the listed building; c) Habitable rooms in the listed building are close to sources of constant noise from outside which create unacceptable conditions for the occupier and; d) The replacement windows are of a sufficiently high quality and materials, being specifically designed for the building.

3.98 For non designated buildings of heritage value, most replacement windows should be of timber and have, proportions, profiles, appropriate opening method and the general appearance of the original, or appropriate traditional, single glazed windows.

3.99 The following window options should be avoided in all circumstances: poorly proportioned windows, outward opening top hinged windows in place of sashes, storm casements, glazing bars planted between panes of glass, casements where the panes of openers are noticeably smaller than those of fixed panes, the removal of mullions, windows which are flush or nearly flush with the face of the wall (unless traditional details dictate otherwise).

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3.100   The following details can be detrimental to all historic buildings: obvious roof vents; obvious trickle vents; prominent external wiring, trunking and pipework; prominent flues, vents or extractors; prominent satellite dishes, aerials, cable boxes, CCTV or alarm boxes.

Internal Alterations - Listed Buildings

3.101   Listed Buildings are an irreplaceable, finite resource. They can be harmed, compromised or irreparably damaged by poorly conceived or poorly executed alteration be it conversion, extension, repair or restoration. A facsimile, replica or record is no substitute for the fabric itself. With any work to a listed building the retention of the building's historic fabric is an overarching priority.

3.102   The internal layout of buildings, the scale, footprint and proportions of rooms and historic features, details and decoration frequently make an important contribution to the overall interest of the listed building.

3.103   Proposals for works to listed buildings should therefore avoid the demolition, removal, alteration of historic fabric that contributes to its significance. It is therefore crucial to gain an informed understanding of the significance of the listed building before drawing up proposals. Depending on the nature and extent of the works or the significance of the historic building involved, it is advisable to obtain the services of an appropriately qualified and experienced heritage consultant or designer.

3.104   The limits imposed by the fabric of listed buildings must be respected. The internal layout of rooms and the position and size of openings may impose constraints. In most cases it is not acceptable to permanently alter a listed building for the sake of a fashionable open plan layout or to provide very high levels of daylight into the

building as they may not be able to accommodate every lifestyle or fashion of architecture or interior design. Therefore, while a converted barn or chapel may be ideal for a combined open plan living / kitchen/ dining room, this might be impossible to achieve in the interior of a modest Georgian house without irreparable harm.

3.105   Many listed building applications are borne by a desire to 'comply with modern standards', 'reduce carbon footprint' or 'achieve modern day living conditions'. It is usually the case that this can only be achieved to a point before the significance of the listed building is harmed.

3.106   Where structural alterations or full or partial demolition are proposed, the application should be supported by a report from a suitably qualified and experienced structural engineer (preferably a Conservation Accredited Registered Engineer (CARE)) to justify the works that are proposed.

3.107   In general the wholesale reinstatement of lost, destroyed or superseded elements of a building or an interior is not appropriate, although, where a building has largely retained the integrity of its design, the reinstatement of lost or destroyed elements of that design could be considered. In such cases there should always be adequate information confirming the detailed historical authenticity of the work proposed. Speculative reconstruction should be avoided, as should the reinstatement of features that were deliberately superseded by later historic additions. Generally, later features of interest should not be removed merely to restore a building to an earlier form.

3.108   Where buildings have an industrial, agricultural or commercial heritage they often contain historic fixtures, fittings and machinery (redundant or otherwise) that

may be of considerable archaeological interest. In the case of some listed buildings these may be the most significant feature e.g. Sandfields Pumping Station.

3.109   The internal features such as chimneybreasts, fireplaces, staircases, plasterwork, joinery and other decoration, fixtures and fittings that help to illustrate the different uses of different parts of the building all contribute to its historic and architectural (and sometimes artistic) interest.

3.110   With timber framed buildings, the totality of the structure has to be taken into consideration (walls, roof and internal partitions). Repair to timber frames should be kept to the essential minimum. Traditional fixing and repair methods should be perpetuated. The original tool marks are often visible on the surface of the timbers, as well as carpenters' marks, graffiti and smoke blackening. Such features should be retained and the use of sand blasting, painting or other cleaning can cause harm.

3.111   All old plain plasterwork should be preserved where possible. Traditional lime and hair plaster has good insulation qualities and is better able to tolerate condensation than modern gypsum plaster. Care should always be taken with works to old plaster, especially when chasing in electrical wiring, in case there is early decoration. All decorative features from a simple cornice or cove to elaborate wall and ceiling decoration should be preserved.

3.112   Fire surrounds and inserts are part of the decorative history of a building and are often central to the design of a room. In the rare cases where there is no alternative to its removal, it should be saved for use in another position and should not be removed from the building. Chimneybreasts should be retained, not least because it may affect the structural stability of the building.

3.113   Historic stairs are often the most considerable piece of design within a building and can be important dating evidence and as such must be retained.

3.114   All types of flooring materials such as stone flags, old brick floors and plaster floors should be respected. This also applies to old boarded floors, especially those with early wide oak or elm boards. All such features should normally be repaired and re-used. When new floorboards are needed, they should be of the same timber, width and thickness as those they are replacing.

Materials

3.115   Traditional building materials allow vapour permeability, enabling the building to 'breathe'. Historically buildings were not heated to the temperature levels that are preferred today, and were typically heated by open fires (later kitchen ranges were a common feature and more recently central heating was installed). Windows and doors were commonly ill fitting and the open fires drew cold air in at low level discharging smoke, fumes and steam through the chimney. Walls are not impermeable, but moisture can dry outwards through the mortar or render (brick and particularly stone are far less permeable), or internally through the plaster. Changing the properties of any of the materials, heating systems or the levels of natural ventilation of a building can impact on the way that the fabric of a building works. Consequently the implications of proposed change must be very carefully considered.

3.116   Materials for alterations and the way these materials are applied should match the existing in order to preserve and enhance the character of the building. The need for honesty in repairs must be balanced with the need to maintain the aesthetic of the listed building.

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3.117   Timber, whether it is structural, windows, doors, flooring, stairs or decorative joinery should be retained or replaced like for like where it has failed. New timber should match the existing in species to ensure the new timber is a visual and technical match.

Other Consent Regimes

3.118   Any listed building consent application or planning application affecting a listed or other historic building or its setting will need to demonstrate that the significance of the building has been duly considered, understood and that the application has been informed by this understanding. It may be beneficial to obtain the advice of a suitably qualified professional or professionals to put together the assessment of significance, the design of the proposal and any supporting justification and documentation. This Council may hold an application as invalid or refuse an application if there is insufficient, unclear or contradictory information or justification.

3.119   The extension, conversion, subdivision into different units, or alteration of a listed building or deemed listed curtilage building may require planning permission in addition to listed building consent.

3.120   Many works or alterations will require Building Regulations approval in addition to Listed Building Consent and Planning Permission. Clarification on what would be required to satisfy the Building Regulations should be sought and any instances where fully complying with Building Regulations is likely to harm the significance of the listed building should be addressed before submitting the listed building consent application. This will enable the council to understand the full impact of the listed building consent application. For example, improving thermal or acoustic performance or improving access can impact the fabric, character and appearance

of the listed building and would hence require listed building consent. These aspects of the proposal should therefore be included in the listed building consent application. It cannot be assumed that listed building consent will be given to a later alteration to a scheme required under different legislation. Further information can be found here.

3.121   It should be borne in mind that Listed Buildings are subject to certain exemptions from full compliance with the Building Regulations in the interest of maintaining their special character and appearance, inside and out. This should be borne in mind when designing and specifying proposals.

3.122   The Equality Act 2010 requires the owners of buildings used by the public to 'make reasonable adjustments' in order to provide an equality of access to all potential users of the services provided in the building. Improving physical access into and around a building is only one aspect of the 'reasonable adjustments' a service provider may make to improve the equality of access. For example, the Equality Act does not mean that an access ramp must be provided where there is not level access rather that where ramps cannot be accommodated; the occupier of the building should make provisions to provide their service in another manner for people who cannot physically access the building. There is therefore no fixed 'rulebook' over how access might be improved, but any physical alterations to a listed building to improve accessibility will need justification as part of the listed building consent application. The Historic England publication Easy Access to Historic Buildings provides further information.

3.123   The roof voids and crannies in the fabric of a historic building, particularly one which is disused, may provide a habitat for bats, which are protected by law. The council's countryside officer should be

consulted to determine whether a bat survey and report are needed for a particular building or application. Further information can be found here.

Energy Conservation

3.124   Climate change is a key environmental challenge today. As pressure grows to reduce CO_2 emissions, so does the need for owners and managers of traditionally built structures to improve energy efficiency and reduce fuel consumption. Whilst it has been proven that these buildings perform better thermally than is often assumed, there is still much that can be done to improve their performance. The Council encourages all residents to take steps to use energy wisely and to consider the use of renewable energy technologies in their homes.

3.125   This guidance provides information on some basic ways to improve the thermal performance of a traditional building and its individual elements. Not all measures will be appropriate in all circumstances but it is important to be aware that there are ways to improve the performance of all traditional buildings which are sympathetic to their character and construction type. Living in a conservation area, or in a listed building, means that you need to pay attention to the special character of your property when considering energy conservation and installing renewable energy systems.

3.126   The historic environment can play a positive role in delivering wider sustainability objectives. The retention and reuse of heritage assets avoids the material and energy costs of new development. Many older settlements reflect good practice in sustainable urban design. They have compact layouts; co-located employment, residential, retail and leisure uses; and, are usually near to transport nodes. The historic environment can inform and inspire the best modern, sustainable development.

3.127   By taking a narrow and rigid view of what makes a building or development sustainable, opportunities may well be missed to adapt and enhance what is already there. Rather the embodied energy within existing buildings and the whole-life costs of any new scheme or proposed alterations should be considered. The creative adaptation of heritage assets can dramatically reduce the whole-life energy costs and waste impacts that would result from demolition and replacement, even where the proposed development would in itself be of an acceptable standard in terms of energy performance. The adaptation of heritage assets need not be more expensive or difficult than replacement. It is quite possible that the recycling of existing buildings at a site may cut the overall financial cost of development and even save time.

3.128   The Council must strike a balance between maximising the benefits of renewable and low carbon energy and conserving the district's historic environment. These two objectives need not be in conflict with each other, but where there is conflict, the council's role is to avoid, minimise and mitigate any potential harm to the historic environment and make pragmatic planning decisions.

Traditionally Constructed Buildings

3.129   It is often assumed that the older a building is, the less energy-efficient it must be, but this is not the case. About a quarter of all existing buildings are 'traditionally constructed' i.e. solid wall construction; no damp proof course; single glazing windows; likely to have been built before 1919. They are built using traditional materials and techniques, such as thick solid walls and with plenty of natural ventilation. Thick solid construction acts as an excellent thermal buffer, stopping the building either gaining or losing too much heat. Another important difference between modern and traditional

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buildings is that the modern buildings are designed to keep moisture out with layers of impervious materials (such as cement and plastic membranes), whereas traditional buildings work by using solid permeable materials that can absorb a great deal of moisture without damage, and release it slowly back into the environment, through evaporation, as conditions dry out.

3.130   Using modern materials and approaches on older buildings can cause severe damage and actually decrease energy efficiency. Ill-advised and inappropriate alterations risk making buildings that, prior to such alterations were functioning well, begin to fail. For example, adding external insulation to a thick solid wall is not only likely to be a waste of resources, but can lead to moisture problems in the wall.

3.131   No changes should ever be made that risks long-term damage to the building. To reduce emissions we may need to improve efficiency in all buildings, modern and traditional. When doing this we need to be very sure that any proposed works take into account the unique composition of the building and do not harm its performance or historic character.

3.132   For these reasons, it is important when considering any work to a traditionally constructed building to understand how that building was designed to work. In simple terms, many such buildings were designed with passive ventilation which ensured air flow around building elements helping keep them free from excessive moisture and subsequent decay. The construction was further designed to allow an element of vapour movement within the structure. It is vital to ensure that when taking steps to improve the thermal performance of a traditional structure, these dynamics are not compromised to the detriment of the

building. This is not to say that we should live in draughts, but it is important that sufficient air movement is maintained.

3.133   In considering improvements for energy consumption it is important to remember that many traditional (historic) buildings perform differently from modern buildings. Due consideration should be given to:

> • The construction of the building, to avoid causing damage;
>
> • The importance of moisture movement in historic buildings;
>
> • Minimising disturbance to existing fabric;
>
> • Reversing any changes without causing further damage;
>
> • Whether the building is of such significance that it should remain unaltered.

3.134   The fabric of a traditional (historic) building needs to 'breathe', to release and absorb moisture, for example from driving rain, rising damp, defects and condensation. Moisture can move through traditional permeable building materials until it evaporates, internally and externally. Modern impermeable building materials obstruct this process; instead of keeping moisture out they usually trap it in, thereby accelerating the process of decay.

3.135   The main risks to traditional (historic) buildings associated with well-meaning 'improvements' are:

> • Moisture trapped within the building materials;
>
> • Condensation within unheated areas of the building such as the roof void or cellar;

• Condensation at thermal bridges, especially corners;

• Ventilation and heating which are insufficient to remove moisture;

• The indiscriminate removal or historic doors and windows and dry lining of interiors?

• In a permeable building it is important not to reduce ventilation rates too much to avoid trapping moisture within the building.

Improving energy performance

3.136   Where the ongoing energy performance of a building is unsatisfactory, there will almost always be some scope for suitable adaptations to be made without harm to the asset's significance. This will involve careful consideration of the most appropriate options for insulation, power use and power generation. Intrusive interventions, such as the external mounting of micro generation technology, can harm the significance of a heritage asset. Where such interventions are proposed, a temporary, reversible installation will generally be preferable to one that causes irrevocable harm to an asset's significance. The Council seeks to support home owners and developers to find solutions that avoid, or at least minimise harm to an asset's significance while delivering improved energy performance or generation. Detailed advice on how heritage assets can be adapted to new technologies or materials without harming their significance is available from Historic England here .

Energy Use

3.137   Before deciding to install a renewable energy system, consideration should be given to improving the energy efficiency of your property by employing simple measures such as:

• Installing additional 'breathable' loft insulation

• Installing additional 'breathable' insulation underneath the floor boards.

• Draught proofing windows and doors and where appropriate/ possible installing secondary glazing, reinstating / restoring internal shutters

• Installing flue dampers in open chimney flues

• Upgrading existing roof lights

• Upgrading the boiler, heating controls and hot water cylinder.

• Choosing the most effective types of heating for the space – 'wet' radiator systems, underfloor heating, passive heating etc.

3.138   The following measures can also make big reductions to your energy use and fuel bills:

• Using energy efficient light bulbs

• Turning off all appliances that are not in use and not leaving them on standby settings

• Replacing inefficient or defective appliances and heaters with new energy efficient models

• Checking that your central heating is not programmed to heat the house while you're not there

• Using heavy curtains over single glazed windows and ensuring all curtains are closed at night – reinstating/ using internal shutters where appropriate

• Switching to 'green' utilities suppliers

• Fitting individual heating controls to each radiator and only heat the rooms you use.

Heating regimes and equipment

3.139   Before considering any upgrade to building fabric, it is important to first ensure that space heating equipment such as boilers and radiators are being used efficiently. Effective use of such equipment can have a significant impact on reducing emissions and fuel consumption than fabric interventions. Where central heating is used this should be fitted with proper controls and these should be easily accessible and well understood by the building owner or occupier.

Dry Fabric, Dry Air, Warmer Rooms

3.140   The more moisture there is inside a room and inside the walls / floor / ceiling the colder it will be. Traditional construction was kept in balance by open fires, draughts, less water vapour being generated by cooking, bathing, drying clothes and the building being kept in good condition using appropriate, 'breathable' materials. Working rainwater goods, proper drainage, air movement up chimneys, breathable fabric and finishes, lime mortar to pointing and render all help to keep the fabric and interiors dryer and warmer. Similarly, ensuring water vapour from kitchens and bathrooms is minimised where practical and escapes from the building will help.

Roofs and attics

3.141   Around 25% of heat is lost through a typical roof, so suitable levels of loft insulation are a good starting point in improving the thermal performance of a traditional building. There are many types available, from natural materials such as hemp fibre or sheep's wool to recycled products made from newspaper, and others made from glass and modern materials. In

most circumstances natural materials are preferable in traditional buildings, as they are better able to disperse moisture and prevent condensation. It is important when installing any loft insulation to ensure valleys are effectively insulated whilst at the same time maintaining ventilation throughout the roof space. Recent guidance is that there should be a two inch gap between the top of the insulation and the underside of the sarking boards. In some properties there may be bats in the loft space; should this be the case advice should be sought from the Council's Countryside Section prior to the commencement of any works.

3.142   Roof timbers that have functioned perfectly well for decades or longer can decay rapidly if the roof is insulated in such a way that high levels of condensation end up forming on the timber. The cost of repairs could outweigh several times over the money saved by lower energy bills.

Floors

3.143   Where timber flooring is preserved on a ground floor it may be that there is sufficient crawl space to allow insulation to be installed on the underside without the need to lift the floor boards. If it proves necessary to lift the boards to install the insulation this should be done with care to avoid damage to the original fabric and may not be deemed worth the risk. Lifting floorboards invariably will result in damage, and often requires entirely new boards being laid. The cost (both financial and in terms of the potential loss of historic fabric) of this should be weighed with the benefit of improved insulation being installed. Whether installed from above or below, as with loft insulation, a material which allows some degree of moisture movement should be used. Laying non-permeable insulating board on top of a timber floor will inhibit water vapour movement and may give rise

to timber decay, which would be very costly to remedy compared to the energy savings made.

3.144 In most cases flagged or quarry tiled floors should be left in situ as lifting them may cause damage. However, where a floor requires to be lifted for other reasons it may be worth considering laying an insulated limecrete floor under the flags/tiles.

3.145 Where original floor finishes have been lost and a more recent concrete floor laid there are considerable benefits in insulating this using a proprietary insulated board.

Windows

3.146 Whilst a single pane of glass has a fairly poor thermal performance with a U-value for most traditional glass of around 5.2. There are many improvements which can be made to the thermal performance of a window without intervening in its fabric, such as hanging heavy curtains, using shutters or installing secondary glazing. Secondary glazing is the most effective option and can reduce heat loss through the window by 60%. Secondary glazing in a removable inner frame is an acceptable option for most windows. Listed building consent may be required depending on the nature of the existing windows, the grading of the building and the architectural features that exist within the building, which could be affected by the insertion of secondary glazing. Using timber shutters are the most effective traditional method, reducing heat loss by 50%. However the greatest reduction in heat loss can be achieved using a combination of measures. Using secondary glazing, or combinations of blind and shutters, can significantly reduce the U-value of the window. Whilst some options, such as closing shutters or drawing heavy curtains, shut out natural light, the period of

lowest temperature (and therefore greatest heat loss), is at night when this is not an issue.

3.147 Draught stripping sash windows can reduce air leakage by 80%, as well as allowing the full use of the window in terms of opening and closing, although it will not improve the U-value. Many companies provide this service, which combines the upgrading work with a general overhaul of the window and the sash cords. Draught-proofing your house is a simple measure to improve energy efficiency - but remember that solid walled buildings need circulation of air to allow evaporation of moisture. Without correct ventilation, an airtight room will often suffer from condensation (which is often mistaken for damp) and mould growth. This can also contribute to health problems.

3.148 A common misconception is that traditional windows are not capable of being energy-efficient and that they should be replaced with modern materials such as uPVC. As referred to above, there are numerous alternatives to replacing windows with uPVC or double glazed units, all of which can make a substantial difference to the energy efficiency of your property. Before replacing your existing timber windows and doors there are several environmental issues to think about:

- Repairing an existing window is likely to be more sustainable than throwing it away and making a new one

- The manufacturing process of uPVC is long, highly energy intensive and produces toxic by-products

- Other chemicals are added to uPVC to improve stability and other qualities. This makes uPVC very difficult to recycle

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• uPVC does not biodegrade when it becomes waste. Additives are susceptible to leaching in landfill sites

• uPVC is also hazardous when it burns because of toxic gases produced

• uPVC window replacements change the character and appearance of historic properties, particularly once they begin to discolour.

• If one element of a uPVC window fails, the whole unit usually needs replacing

• uPVC windows are likely to need to be replaced every twenty years

• Timber window frames have comparable thermal characteristics to uPVC frames - it is the traditional use of single glazing and lack of draught proofing which can reduce their efficiency

• Timber in old windows is usually of a much higher quality than modern timber and therefore less likely to need wholesale replacement

• Timber windows can be patch repaired with rotten timber cut out and new timber spliced in, which requires much less material and is cheaper than wholesale replacement

• Timber needed for repair is a renewable resource with low embodied energy

• Retention and repair of an existing window retains the original character and appearance of an old building

• Properly maintained timber windows can last for hundreds of years

3.149   It is usually impossible to install double-glazed units in existing frames or to replicate existing frames with new sealed units without making noticeable changes to the profiles of glazing bars, styles and rails. The new glass in such units may also significantly alter the appearance of the window. Such changes are rarely acceptable in listed buildings.

Renewable energy sources

3.150   Increasingly, owners are investigating the possibilities of adopting renewable energy sources in their home, such as solar panels, photovoltaic cells or wind-powered generators. The government has recently revised permitted development in this area in order to facilitate installation of micro-generation equipment by householders. However, all types of installation which could affect a listed building will still require listed building consent. Consideration must be given not only to the appearance and setting of the listed building but also the damage that could be caused to the fabric of the building.

Solar Energy Systems

3.151   There are two main types of solar energy system:

   • Solar systems for heating water;

   • Photovoltaic cells that convert light energy into electricity.

Solar hot water systems

3.152   Solar hot water systems work by using the sun's energy to preheat water entering a conventional hot water system. To maximise solar exposure, solar panels should ideally be placed on south-facing roofs, or be able to be angled to face due south. When visible from the front of the property, solar panels are likely to have a negative impact upon the character and appearance of the historic building and the

street scene. Therefore consideration should be given to an alternative roof slope where the solar system will not be visible from the public realm. If the property is a designated heritage asset, it is likely to be preferable for the solar system to be ground mounted in the curtilage or on an ancillary outbuilding, where the roof is likely to be lower. The Council advises property owners who are considering installing a solar system to enter into pre-application discussion with officers at the earliest stage in the process.

Photovoltaic cells

3.153 Photovoltaic (PV) cells use the sun's energy to generate electricity, and require only daylight, not sunshine, to work. This means that the positioning of PV cells is more flexible than for solar hot water panels, which usually require a south-facing location to absorb adequate heat. Whilst PV cells will generate more electricity if positioned facing the sun, they may still be a worthwhile investment for non-south-facing roofs, subject to manufacturer's guidelines.

3.154 Additionally, there are photovoltaic 'tiles' and 'slates' on the market which are less visually intrusive than older-style photovoltaic systems and solar hot water panels. They can be designed to blend in with the existing roof tiles and may therefore provide a renewable energy system which has a minimal impact on the aesthetic significance of the heritage asset. The Council advises property owners who are considering installing photovoltaic cells to enter into pre-application discussion with officers at the earliest stage in the process.

Heat Pumps

3.155 There are two main types of heat pump system:

- Ground source heat pumps;

- Air source heat pumps.

Ground source heat pumps

3.156 Heat from the ground is absorbed at low temperatures into a fluid inside a loop of pipe (a ground loop) buried underground. The fluid then passes through a compressor that raises it to a higher temperature, which can then heat water for the heating and hot water circuits of the house. The cooled ground-loop fluid passes back into the ground where it absorbs further energy from the ground in a continuous process as long as heating is required.

3.157 Normally the loop is laid flat or coiled in trenches about two metres deep, but if there is not enough space in your garden you can install a vertical loop down into the ground to a depth of up to 100 metres for a typical domestic home.

3.158 Heat pumps have some impact on the environment as they need electricity to run, but the heat they extract from the ground, the air, or water is constantly being renewed naturally.

Air Source Heat Pumps

3.159 Air source heat pumps absorb heat from the outside air. This heat can then be used to heat radiators, under floor heating systems, or warm air convectors and hot water in your home. Heat from the air is absorbed at low temperature into a fluid. This fluid then passes through a compressor where its temperature is increased, and transfers its higher temperature heat to the heating and hot water circuits of the house. An air source heat pump extracts heat from the outside air in the same way that a fridge extracts heat from its inside. It can get heat from the air even when the temperature is as low as -15° C.

3.160 Heat pumps have some impact on the environment as they need electricity to run, but typically the heat they extract from

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the ground, air or water is constantly being renewed naturally. There are two main types of air source heat pump system:

- An air-to-water system distributes heat via your wet central heating system. Heat pumps work much more efficiently at a lower temperature than a standard boiler system would. So they are more suitable for underfloor heating systems or larger radiators, which give out heat at lower temperatures over longer periods of time.

- An air-to-air system produces warm air which is circulated by fans to heat your home. They are unlikely to provide you with hot water as well.

Installing Renewable Energy Systems-key considerations

3.161   Proposals for installing microgeneration equipment on, attached to, or within the setting of heritage assets should duly consider the following:

• Will the installation result in any loss of significance (value)?

• Can the equipment be accommodated without loss of significance?

• Is the visual impact of the equipment minimal?

• Has it been designed specifically and sensitively to the building and its setting?

• In fixing the equipment to the building, will it harm or damage the historic integrity and/or fabric of the building?

• Can the associated pipework, cabling, fuse boxes or other related equipment be accommodated without loss of, or damage to, significant historic fabric?

• Is the installation reversible without significant long-term impact on historic fabric?

• Have all other energy-saving measures or alternative locations with less impact on the historic fabric and significance been considered and are not viable?

• Will it harm or compromise the setting of the building?

• Is the building structurally capable of withstanding the imposed and dynamic loads?

• Does the proposal have a net environmental benefit?

• Will the equipment, including cabling, pipework, fuse boxes etc. be removed and the historic fabric made good as soon as it becomes redundant?

• For ground-mounted installations, will the equipment cause ground disturbance? If so, can this be minimised to avoid harming the significance of the site?

Positioning the renewable energy system

3.162   It is important to make sure that the system works effectively but it is also vital to consider its visual effect on neighbouring properties, the public and the environment. Any alteration to the roof will affect the external appearance of a building. The impact of any system could be lessened by installing the system of a less visually prominent roof slope or preferably installing ground mounted equipment. For solar systems, consideration should be given to

making use of roof slopes that face away from roads and paths at the front of your property, or use parts of the roof obscured by parapet walls.

Large-scale energy generation and other infrastructure

3.163   Proposals for large-scale schemes, such as wind farms, that have a positive role to play in the mitigation of climate change and the delivery of energy, but which may impact on the significance of a heritage asset, such as a historic landscape, should be carefully considered by the developer and planning authority with a view to minimising or eliminating the impact on the asset. Ideally the proposals should be discussed with the Council at the pre-application stage to establish an acceptable balance between the necessity for measures that meet the challenge of climate change and the importance of conserving the significance of the asset.

Wind Turbines

3.164   To work efficiently wind turbines require a smooth, steady air flow. This means that the performance of a turbine is dramatically affected by the local terrain. Any trees or buildings in the path of the wind will dramatically reduce the available energy and create turbulent conditions, which increase wear and tear on the turbine. For these reasons wind energy potential can be low in most urban areas. Furthermore wind turbines can be detrimental to the aesthetic significance of heritage assets and the character and appearance of the street scene or historic landscape and setting of heritage assets. However, a balance must be struck and resultant harm minimised and/or mitigated.

Energy efficiency and requirements

3.165   Part L of the building regulations requires improved standards of energy efficiency to be adopted into any major alteration to an existing building. For example, if single-glazed windows are to be renewed double-glazed units will usually be required as replacements. These regulations are relaxed if the building is:

- listed

- in a conservation area

- shown to be of local historic interest

3.166   Other means of conserving energy, for example, through the use of secondary glazing, or through increased insulation in other areas of the building, can usually be incorporated into the design to compensate for measures which conserve the character or appearance of an old building.

3.167   Some alterations to improve energy efficiency require formal consent. In addition, if a building is listed, consent is required for any alterations that affect the character or appearance of the building, such as replacement of original windows. Before making any changes to your building it is always a good idea to check whether you need permission by contacting the Council.

Register of Buildings of Special Local Interest (Local List)

Introduction and Overview

3.168   The National Planning Policy Framework (NPPF) gives significant policy weight in planning decision-making to heritage assets that are not nationally designated. The NPPF places obligation on local planning authorities to identify heritage assets and to define the significance of these assets.

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3.169 Annex 2 of the National Planning Policy Framework provides the following definition of a heritage asset:

> *"A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing)."*

3.170 This definition makes it clear that heritage assets include those parts of the historic environment that may not be subject to a formal designation (such as listing or scheduling). It can also be taken from this definition that the local planning authority should identify undesignated heritage assets in its area, preferably through a Local List.

3.171 Throughout Lichfield District there are examples of buildings which are of good design quality, attractive appearance and/or historic interest and which make a significant contribution to the attractive character of the locality. Judged by national criteria these buildings might not be considered suitable for designation as listed buildings (familiar to us as grade I, grade II*, grade II buildings) but they are still historic assets that are clearly worthy of protection.

Criteria for the Selection of Locally Important Buildings

3.172 The Council has adopted criteria for the identification of non-designated heritage assets. This criterion is consistent with Government policy and associated guidance from Historic England. The criterion serves to clarify each of the categories of interest and degrees of significance and provides a process of heritage asset identification to be used by the Council. This guidance will also help members of the public to identify the

heritage assets that form part of the 'cherished scene', are significant to the local community or that which may be affected by their development proposals.

• Special architectural or landscape interest i.e. is it the work of a particular architect or designer of regional or local note? Is the building/designed landscape a particularly good example of its type/style?

• Special historic (social, economic, cultural) interest. (Most buildings and places will fall into this category).

• Association with well-known local historic persons or events.

• Contribution to the streetscape/townscape i.e. a group of unrelated buildings that make up an aesthetically pleasing group or a view that offers an attractive scene. Buildings may be illustrative of a range of historic periods which, taken together, illustrate the development of the locality.

• Group value of buildings designed as an architectural entity, especially as examples of town planning (e.g. model villages, squares, terraces).

3.173 Non-designated heritage assets nominated for inclusion on the Local List would be assessed against the criteria and would be subject to public consultation.

3.174 The Local List is a mechanism for the Council, residents and community groups alike to identify undesignated heritage assets that are of local interest and significance, meriting a degree of recognition and worthy of protection for the benefit of future generations.

3.175 The Local List is a 'live' record which can be regularly updated as and when properties worthy of inclusion on the Local

List are brought to the Council's attention. As each Conservation Area is surveyed as part of the ongoing Conservation Area Appraisal and Management Plan programme any building meeting the criteria is nominated for inclusion.

3.176 Inclusion of a heritage asset on any future Local List would not, however, preclude development or change, rather the Local List would be a mechanism to recognise non-designated heritage assets that are of local significance, whether or not subject to development proposals that would require planning consent. The information would however, inform any planning decisions.

3.177 Paragraph 135 of the National planning Policy Framework states:

"The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that affect directly or indirectly non designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset."

3.178 The Selection Criteria will be used to inform the identification of non-designated heritage assets and to assess their significance to inform planning decisions and to defend appeals.

Limitations and Expectations of Local Listing

3.179 Please note that heritage assets that are subject to a current planning application or appeal cannot be considered for inclusion on a future Local List at the time of appeal or application. Similarly, where conservation area consent has been granted for demolition, heritage assets cannot be considered eligible.

3.180 In addition to the criteria outlined above, heritage assets proposed for inclusion on a future Local List will be assessed against other assets within the appropriate historic theme and collated accordingly.

3.181 The maintenance and restoration of heritage assets included on the Local List will be encouraged.

3.182 The following types of development affecting heritage assets included on a future Local List will normally be resisted:

• Total or partial demolition;

• Inappropriate alteration or extension;

• Harm to the group or thematic value of the heritage asset

• Development that would have a detrimental impact on the setting or context of the asset.

3.183 Applications proposing demolition of a heritage asset included in a future Local List will be expected to demonstrate that all reasonable alternatives have been explored and justify why such alternatives are not viable.

3.184 There will be a presumption in favour of retaining and re-using buildings included on a future Local List unless it can be demonstrated independently that a building is structurally unsound or that there is no appropriate and viable alternative use for it.

3.185 Applications for alterations and/or extensions to heritage assets included on a future Local List will be required to incorporate proposals which preserve or enhance the significance of the asset and its setting.

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3.186 There is no appeal process if an owner objects to their property's inclusion but we hope that most owners will be pleased that their property is considered locally important.