Meeting Notes

Pre Application meeting :	15 St John Street Manchester	
In Attendance:	Janine Renshaw-Livesey	MCC Planning Officer
	Paul Manson	MCC Conservation Officer
	David Roberts	Kingsdean LLP
Purpose of the meeting :	To review the purchasers proposals for the property	

OPTION 1



OPTION 2



18 August 2016

DR tabled two floor plan layouts for discussion purposes. The only difference between the two options being the configuration of the office space at first floor level.

1.0 **Lower Ground floor level**

1.1 The type of tanking system is to be used is to be agreed with Paul Mason in advance of the works commencing.

Consideration to be given to the method of tanking the stone stairs leading to the ground floor

1.2 Any York Stone paving that can be recovered is to be cleaned and used in to surface the patio area at the rear of the property.

1.3 The service entry points/ meters to be relocated within the property at ground floor level.

1.4 In principle the proposed alterations and layout was acceptable

2.0 **Ground Floor**

2.1 Closing the corridor door leading to the front room is acceptable

2.2 It would be difficult for MCC to give their support/approval to the removal of the existing door and frame between the hall and dining room and a section of the wall.

The Existing door/opening is to be remain unaltered

2.3 The removal of the existing window and a section of the wall between the dining room (what will become) the new lounge area is acceptable.

PM requested if consideration be given to retaining as much of the existing wall as possible.

2.4 Forming an opening between the kitchen and the dining room and increasing the width of the retained wall to accommodate sliding /pocket doors is acceptable. The partition will not extend to the ceiling level and the existing cornice in the kitchen will be retained.

2.5 The principle of bi folding full height glass doors to the lounge are acceptable.

A high quality contemporary design is required for the new structure to the rear of the property

3.0 **First Floor**

3.1 The door leading from the landing into the master bedroom is to be retained but fixed in a closed/ locked position

3.2	The configuration and proposed alterations to the existing first floor are acceptable.	
3.3	The principle of a two storey extension was discussed at length. Subject to amending the layout and Mass of the structure to something more in keeping with the two storey extensions serving the adjoining properties and being of a high quality contemporary design MCC may be able to support this aspect of the scheme.	
4.0	**Second Floor**	
4.1	PM requested consideration be given to reducing the size of the Ensuite	DR
4.2	The existing door leading from the landing to the Ensuite is to be retained and open outwards onto the landing.	
4.3	The partition subdividing the bedroom 2 & 3 is to be removed from the plans	DR
5.0	**Any other Business**	
5.1	All existing cornices to be retained	
5.2	Breathable lime based plaster to be used for plaster patching / skimming walls	
5.3	The existing windows are to be retained. The existing glass (which is not original) can be replaced with Double Glassed Units. A decision on the requirement to provide secondary glazing will be considered when the acoustic report is available	
5.4	Any repair work to the structure can be undertaken in advance of obtaining Listed Building Consent (i.e. repairs to windows and doors, roof repairs etc.) Any new work (i.e. reroofing the property tanking to the lower ground floor etc.) cannot be commenced until Consent has been granted.	
5.5	Proposals for refuse collection and a waste management strategy required urgently	DR
5.5	The earliest date for planning and listed building consent is 21 days from the date the application has been registered. *Realistically the earliest date for approval is likely to be 19 September*	JRL
5.6	JRL requested the acoustic report be circulated As soon as it is available	DR
5.7	JRL will be on annual leave from today for two weeks. DR to speak to Tony Mitchell, Dave Roscoe and Rick Knightley and provide an update on the flow of information MCC will require to determine the Planning Application	DR