MANCHESTER CITY COUNCIL
Planning
Telephone: 0161 234 4516
planning@manchester.gov.uk
PO Box 532 Town Hall
Manchester M60 2LA

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

Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

10 Victoria Mill, Flat 514

Address Line 1

Lower Vickers Street

Address Line 2

Address Line 3

Manchester

Town/city

Manchester

Postcode

M40 7LL

Description of site location must be completed if postcode is not known:

Easting (x)

385879

Northing (y)

399235

Description

Applicant Details

Name/Company

Title

Mr

First name

John - James

Surname

Pitchford

Company Name

Address

Address line 1

Flat 514, Victoria Mill

Address line 2

10 Lower Vickers Street

Address line 3

Town/City

Manchester

County

Country

United Kingdom

Postcode

M40 7LL

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of Proposed Works

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

Replacement of Existing Windows and frames: The current windows are wooden framed, mix of single and double glazed windows. There are 4 rooms in which the windows need to be replaced, all have 2 double vertical windows totalling 8 windows to be replaced. These will be replaced with new windows that maintain the historic and architectural integrity of the building. Type of New Windows and frames: The new windows will be wooden framed, double glazed, designed to match the existing windows in terms of style, materials, colour and appearance. Windows will be painted with RAL code 3005 paint to match the buildings current windows. Rationale for Replacement: The existing windows are in very poor condition, the wood is rotten in places causing mould and damp in the flat, there is cracks in some of the panes of glass, the sealing has failed causing misting and condensation between the panes, and the single glazed panels are very poor economically as they are letting out all of the heat. Replacing them with new frames, and energy-efficient glass will improve the living conditions within the flat while preserving the building's historic character. Impact on Building: The proposed works are designed to have minimal impact on the listed building's character and appearance as it will only be for the one flat. The new windows will be crafted to replicate the original windows' aesthetic and material properties. This will only be a benefit for the building in general as there will be a better retention of heat, cutting down on heating costs and preventing further damage due to damp/mould. Compliance with Conservation Guidelines: All proposed works will comply with the relevant conservation area guidelines and listed building regulations, ensuring that the heritage and historical significance of the building are preserved.

Has the development or work already been started without consent?

◯ Yes
⊘ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

◯ Don't know
◯ Grade I
⊘ Grade II*
◯ Grade II

Is it an ecclesiastical building?

◯ Don't know
◯ Yes
⊘ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

◯ Yes
⊘ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

◯ Yes
⊘ No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

◯ Yes
⊘ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

⊘ Yes
◯ No

If Yes, do the proposed works include

a) works to the interior of the building?

⊘ Yes
◯ No

b) works to the exterior of the building?

⊘ Yes
◯ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

◯ Yes
⊘ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

◯ Yes
⊘ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Removal of 8 rotten timber windows and replacement with 8 timber windows with identical fenestration, all as indicated in supporting documents. No new means of structural support required. All other evidence provided.

Materials

Does the proposed development require any materials to be used?

⊘ Yes
◯ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:
Windows

Existing materials and finishes:
Timber - Painted - RAL 3005, mix of single and double glazing glass panes.

Proposed materials and finishes:
Timber - Painted - RAL 3005, double glazing glass panes.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- [x] Yes
- [ ] No

If Yes, please state references for the plans, drawings and/or design and access statement

XXX

Neighbour and Community Consultation

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

- [x] Yes
- [ ] No

If Yes, please provide details

Spoke to Leaseholders on UrbanBubble Leaseholder call, letter posted to neighbours.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [x] Yes
- [ ] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [x] Yes
- [ ] No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED ******

First Name

***** REDACTED ******

Surname

***** REDACTED ******

Reference

142149/FO/2025

Date (must be pre-application submission)

15/09/2025

Details of the pre-application advice received

Hello,

Thanks for your message — hope you're well.

Yes - as long as they are like for like matches they should be acceptable.

The next step would be submitting an application - here’s what’s needed to finalise the listed building consent application:

Drawings and Plans
Scaled existing and proposed elevation drawings.
Sectional drawings showing the thickness and profile of each part of the window.
Annotated drawings showing materials, finishes, and specifications
A location plan with the site outlined in red.
Photographs
Internal and external photos of the affected windows.
Ideally, side-by-side comparisons of existing vs proposed.
Heritage Statement
A written description of the building’s significance.
Justification for the proposed works.
Details of any alterations to original fabric.
Method statement for how the works will be carried out.
You can submit the application electronically via the Planning Portal – Listed Building Consent. Select Listed Building Consent (not full planning permission). There is no fee for listed building consent alone.

Let me know if you have further questions,

Thanks

Josh

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes
⊘ No

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

⊘ Yes
◯ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

⊘ The Applicant
◯ The Agent

Title

Mr

First Name

John - James

Surname

Pitchford

Declaration Date

11/10/2025

☑ Declaration made

Declaration

I/We hereby apply for Listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

John - James Pitchford

Date

10/10/2025