PlanningPortal

This form is specifically designed to be printed and completed offline.
Please complete this form in block capitals using black ink to facilitate scanning.

You are advised to read the accompanying guidance notes and per-question help text.

If you would rather make this application online, you can do so on our website: https://www.planningportal.co.uk/apply

Application for approval of details reserved by condition

Town and Country Planning Act 1990
Planning (Listed Buildings and Conservation Areas) Act 1990

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended).

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

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

Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.
Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information.
If you require any further clarification, please contact the Local Planning Authority directly.

1. Applicant Name and Address

Title:	Mr	First name:	Daniel
Last name:	Stinton		
Company (optional):	University of Manchester		
Unit:		House number:	House suffix:
House name:	University of Manchester		
Address 1:	Oxford Road		
Address 2:			
Address 3:			
Town:	Manchester		
County:	Greater Manchester		
Country:	United Kingdom		
Postcode:	M13 9PL		

2. Agent Name and Address

Title:	Mr	First name:	Jason
Last name:	Lloyd		
Company (optional):	Halliday Meecham Architects		
Unit:		House number:	House suffix:
House name:	Halliday Meecham Architects		
Address 1:	111 Piccadilly		
Address 2:			
Address 3:			
Town:	Manchester		
County:	Greater Manchester		
Country:	United Kingdom		
Postcode:	M1 2HY		

PlanningPortal

3. Site Address Details

Please provide the full postal address of the application site.

Unit:		House number:	327-333	House suffix:	
House name:	William Kay House				
Address 1:	University of Manchester				
Address 2:	Oxford Road				
Address 3:					
Town:	Manchester				
County:	Greater Manchester				
Postcode (optional):	M13 9PG				

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting: Northing:

Description:

Grade II
List Entry No: 1246282

4. Pre-application Advice

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

Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name:

Reference:

Date (DD/MM/YYYY):
(must be pre-application submission)

Details of pre-application advice received?

5. Description Of Your Proposal

Please provide a description of the approved development as shown on the decision letter, including the application reference number and date of decision in the sections below:

Proposal: Listed Building Consent for the internal refurbishment of vacant spaces to the ground floor and first floors, external decoration, repairs to render and replacement signage. **Application number:** 142319/LO/2025
Location: William Kay House, 327- 333 Oxford Road, Manchester, M13 9PG
Date of application: 14 March 2025

Reference number: 142319/LO/2025 Date of decision: 9 May 2025 (Date must be pre-application submission) (DD/MM/YYYY)

Please state the condition number(s) to which this application relates:

1.		6.	
2.		7.	
3.	3) Prior to the commencement of the external redecoration of the building the paint specification for the paint to be used in the redecoration of the Oxford Road facade shall be submitted to and approved by the City Council as local planning authority. The Oxford Road facade shall then be redecorated in the approved paint.	8.	
4.	4) Prior to the commencement of the internal redecoration of the building full details of the paint, varnish etc. specifications and colours to be used in the redecoration of walls, ceilings and features shall be submitted to and approved by the City Council as local planning authority. The internal areas of the building shall then be redecorated in the approved paint, varnish etc.	9.	
5.	5) Prior to the removal of the existing radiators, the manufacturers specification and details of the associated fixings of the column radiators to be installed on the ground, first and second floors of the building shall be submitted to and approved by the City Council as local planning authority. The replacement radiators shall then be installed fully and only in accordance with the approved details.	10.	

Has the development already started? ☐ Yes ☑ No

If Yes, please state when the development started (DD/MM/YYYY): (date must be pre-application submission)

Has the development been completed? ☐ Yes ☑ No

If Yes, please state when the development was completed (DD/MM/YYYY): (date must be pre-application submission)

6. Discharge Of Condition

Please provide a full description and/or list of the materials/details that are being submitted for approval:

3) External Redecoration - Please refer to drawing: 5807-HMA-WK-ZZ-DR-A-20252_T2 - Wiilliam Kay Elevations as Proposed, for the paint specification.
4) Internal Redecoration - Please refer to drawing: 5807-HMA-WK-ZZ-DR-A-43001_T3 - William Kay L0 Finishes as Proposed and 5807-HMA-WK-ZZ-DR-A-43002_T3 - William Kay L1 Finishes as Proposed, for the paint specification.
4) Ceiling Features - Please refer to drawings 5807-HMA-WK-ZZ-DR-A-35004_T4 - William Kay L0 Ceilings as Proposed and 5807-HMA-WK-ZZ-DR-A-35006_T4 - William Kay L1 Ceilings as Proposed.
5) Radiators - Please refer to drawings 9161-TTE-XX-00-DR-M-500102_P01 Ground Floor Proposed Heating & Ventilation Layout and 9161-TTE-XX-01-DR-M-500103_P01 First Floor Proposed Heating & Ventilation Layout for radiator specification.

7. Part Discharge Of Condition(s)

Are you seeking to discharge only part of a condition? ☐ Yes ☑ No

If Yes, please indicate which part of the condition your application relates to:

8. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority (LPA) has been submitted.

The original and 3 copies* of a completed and dated application form: ☑

The correct fee: ☑

The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application: ☑

*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

9. Declaration

I/we hereby apply for planning permission/consent as described in this form 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.

Signed - Applicant:

[redacted]

Date (DD/MM/YYYY):

05-07-2025 (date cannot be pre-application)

10. Applicant Contact Details

Telephone numbers

Country code: [redacted] National number: [redacted] Extension number:

Fax number (optional):

Email address (optional):

11. Agent Contact Details

Telephone numbers

Country code: [redacted] National number: [redacted] Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

12. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? ☑ Yes ☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* ☑ Agent ☐ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name: [redacted] Telephone number: