

Planning, Design and Access Statement

20 St Ann's Square, Manchester

DTZ INVESTORS

November 2024

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1.0 Introduction

- 1.1 This Planning, Design and Access Statement has been prepared by Cushman & Wakefield on behalf of DTZ Investors in support of an application for full planning permission and Listed Building Consent at Suites 2F and 3F of 20 St Anns Square, Manchester.
- 1.2 The application seeks consent for minor external alterations to the building and the strip out and refurbishment of the office suites. A detailed description of the works is set out in section 3 of this report.
- 1.3 This statement details the proposed works and assesses them against relevant national and local planning policy. The report should be read alongside the Heritage Statement which is submitted as part of this application.

Report Structure

- 1.4 The following chapters seek to demonstrate the compliance of the proposed development against the adopted planning policy. This statement is structured as follows:
 - **Chapter 2, Site Description and Context:** Description of the site location, its immediate surroundings, and a review of the site's planning history;
 - **Chapter 3, Proposed Development:** Details of the proposed development and summary of the pre-application discussions;
 - **Chapter 4, Planning Policy Context:** Identification of the relevant local and national planning policies;
 - **Chapter 5, Design and Access:** Description of the design and access considerations had in finalising the proposals;
 - **Chapter 6, Planning Assessment:** Demonstrates the proposal's compliance with the relevant planning policies; and
 - **Chapter 7, Conclusion:** Summarises the contents of this statement and confirms the acceptability of the proposed development.

2.0 Site Description and Context

Site Description

- 2.1 The application site comprises office Suites 2F and 3F at 20 St Ann's Square. The building itself is predominantly four stories in height.
- 2.2 The site location is shown in Figure 1.



Figure 1: Site Location

- 2.3 The ground floor of the building is in use as a shop with offices on the first, second and third floors. Access to the building is taken from St. Ann's Square.
- 2.4 The site is located in Flood Zone 1 where land and buildings are at the lowest risk of flooding.
- 2.5 The application site is listed at Grade II (as Nos. 18 - 20 St Anns Square) and is located within the St Anns Square Conservation Area. The building directly adjoins two properties which are also listed at Grade II, No. 16 St Anns Square to the north and No. 22 St Anns Square to the south
- 2.6 A plan of the listed buildings is included at Figure 2.

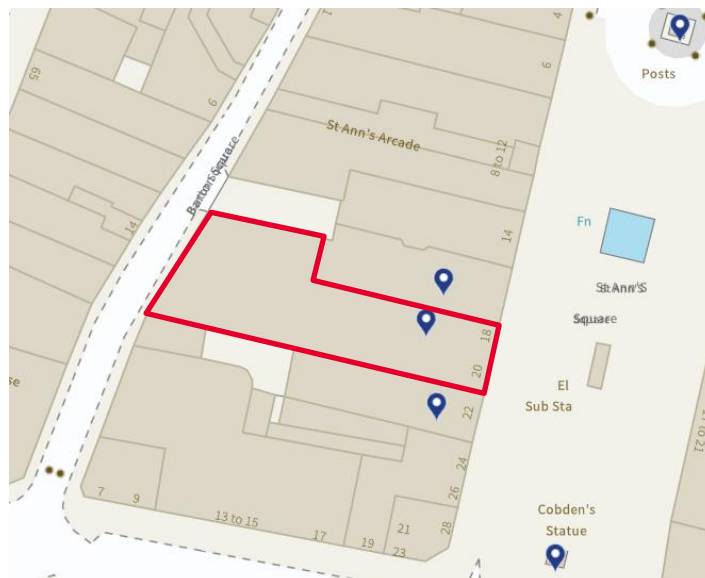


Figure 2: Listed Buildings within the area (Source: Historic England)

Site Context

- 2.7 The site is located within Manchester City Centre. The surrounding area includes a wide range of uses, including residential, retail, offices, bars, and restaurants.
- 2.8 The site is in a sustainable location with the St Peter's Square Metrolink station located 650m to the south-east and Exchange Square located 320m to the north-east. Manchester Victoria and Salford Central train stations are located 650m and 810m away respectively. Numerous bus stops are located along Deansgate and King Street close to the building.

Planning History

- 2.9 A review of the planning history for the site has identified a number of planning applications pertaining to the site. A detailed schedule is contained within Appendix 1.

3.0 Proposed Development

Proposed Development

- 3.1 The proposed development comprises a wide range of works including; the strip out of existing facilities and the refurbishment of the units on the second and third floor, as well as replacement windows to the third floor and repair works to the roof. A detailed breakdown of these works is set out below:
- 3.2 **Second Floor Rear Refurbishment Works:**
- 3.3 A strip out of the previous tenants fit out is proposed in order to take the unit back to open plan, this includes:
- Removal of stud partitions and platform.
 - Removal of shower facilities.
 - Removal of WC & Tea point.
 - Retention of the existing suspended ceiling.
 - Removal of existing boiler and associated radiators.
- 3.4 The proposed refurbishment works are to include:
- New ceiling tiles to existing ceiling grid with new lighting.
 - Installation of 3no. new unisex WC facilities utilising existing service connections.
 - Installation of a new tea point utilising existing service connections.
 - New flooring throughout.
 - Redecoration throughout.
 - Local repairs to wall prior to decoration.
 - Overhaul of timber sash windows.
 - Repairs to water damaged windows.
 - New wall mounted electric panel heaters.
 - New split heating/cooling systems with external condensers mounted on the flat roof above.
- 3.5 **Third Floor Rear Refurbishment Works**
- 3.6 The proposed refurbishment works are to include:
- New suspended ceiling with new surface mounted lighting.
 - Infill brickwork and creation of new door opening in timber stud wall.
 - Plaster repairs to walls.
 - Installation of WC facilities.
 - Provision for new tea point facilities.
 - New flooring throughout.
 - Redecoration throughout.
 - New wall mounted electric panel heaters.
- 3.7 **Third Floor Window Replacement**
- 3.8 Replacement windows are proposed on the third floor elevations of the building (please see drawing ref: 4. Elevations J701. 02A Proposed External Elevations).
- 3.9 The windows will be slimline aluminium from the Alitherm Heritage range.

3.10 **Roof Works**

3.11 The proposed works to the roof include:

- Proposed replacement of a new roof with new warm roof built up system to meet current Building Regulations to improve the thermal efficiency of the building.
- Installation of 4no. condenser units to the roof.

Pre-Application Discussions

3.12 A pre-application request was submitted to the Council in September 2023 and a meeting was held with the Council on the 19th September 2023. The purpose of the pre-application request was to confirm the scope upfront for the proposed soft strip of the 3F rear unit.

3.13 The Council confirmed that they were happy for the soft strip to be progressed and advised that in principle the works to bring this part of the building back into use as an office were supported contingent on appropriate detail being provided as part of any application for Listed Building Consent.

4.0 Planning Policy Context

Overview

- 4.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires Local Planning Authorities to determine planning applications in accordance with the Development Plan unless material considerations indicate otherwise.
- 4.2 The adopted development plan for Manchester comprises the Core Strategy (adopted 2012) and the saved policies of the Unitary Development Plan (adopted in 1995).
- 4.3 Relevant material considerations include the National Planning Policy Framework (2023), the Planning Practice Guidance, the Places for Everyone Joint Development Plan and relevant Supplementary Planning Documents (SPDs).
- 4.4 The below sets out an overview of relevant policies and considerations.

Local Planning Policy

Manchester Core Strategy

- 4.5 The Core Strategy was adopted in 2012 and covers the period to 2027. The Core Strategy is the key document within Manchester's Development Plan.
- 4.6 The site is allocated within the adopted Proposals Map as within the City Centre boundary, a Primary Shopping Area, and the St Ann's Square Conservation Area.
- 4.7 Relevant policies include:
 - **Policy CC9 Design and Heritage** states that development in the City Centre should preserve or enhance heritage assets and be of the highest standard in terms of appearance and function.
 - **Policy EN1 Design Principles and Strategic Character Areas** states that development will be expected to consider the City's heritage and continue the rich pattern of activity in the core area.
 - **Policy EN3 Heritage** states that proposals which preserve and, where possible, enhance the historic environment, as well as enable the re-use of heritage assets will be encouraged where they are considered consistent with the significance of the heritage asset; and
 - **Policy DM1 Development Management** states that development should have regard to the impact on the surrounding area in terms of design and appearance.

Unitary Development Plan (UDP)

- 4.8 The Unitary Development Plan was adopted in 1995. Whilst the Core Strategy replaced a large number of the policies, a number of policies were 'saved' and remain relevant considerations. Relevant policies include:
 - DC18 (Conservation Areas); and
 - DC19 (Listed Buildings).

Material Planning Considerations

National Planning Policy Framework

- 4.9 The National Planning Policy Framework (NPPF) was first published in March 2012, with a revised version adopted in December 2023. The NPPF is a material consideration in the determination of all planning applications.
- 4.10 Relevant sections include:
- Achieving sustainable development;
 - Building a strong, competitive economy;
 - Ensuring the vitality of town centres; and
 - Conserving and enhancing the historic environment.

Planning Practice Guidance

- 4.11 The Planning Practice Guidance (PPG) was first published in 2014 and is subject to periodic updates. PPG sets out supplementary advice to the policies and guidance contained within the NPPF. Key sections include:
- Before submitting an application; and
 - Design.

Greater Manchester Places for Everyone

- 4.12 The Places for Everyone plan prepared jointly by 9 of the 10 Greater Manchester Local Authorities, including Manchester City Council was adopted on the 21st March 2024.
- 4.13 The plan contains no site allocations pertaining to or near the site.

Guide to Development in Manchester Supplementary Planning Document (2007)

- 4.14 The Guide to Development in Manchester SPD was adopted in 2007 and provides guidance on the development principles contained within the Local Development Plan. The second part of the document, which does not have SPD status, provides guidance on the character of different areas within the City, setting the context for new development and highlighting specific issues and priorities.
- 4.15 Key development principles include:
- Design should respect and be informed by location; and
 - New developments within Conservation Areas should acknowledge the character of the area and preserve or enhance the special nature of these areas.

St Ann's Square Conservation Area Appraisal

- 4.16 The St Ann's Square Conservation Area Appraisal is a material consideration in the determination of the proposed development. The guidance sets out the various elements that contribute to the character and appearance of the Conservation Area against which any development proposals should be assessed. An assessment of any impact to the conservation is provided as part of the Heritage Statement submitted with this application.

5.0 Design and Access

Use

- 5.1 The proposed development seeks consent for alterations to the building which are set out in detail in section 3 of this report. There will be no change in the use of the properties.

Amount

- 5.2 The development does not propose any additional floorspace. The floorspace will therefore remain unchanged.

Scale and appearance

- 5.3 The proposal involves the strip out of the existing facilities in Suites 2F and 3F and the refurbishment of this space. Alongside the refurbishment works, replacement windows are proposed along the third floor across several elevations of the building. The proposed windows will be a slimline aluminium finish from the Alitherm Heritage range. The same windows have been approved under a separate consent elsewhere on the building (application ref: 135950/LO/2023).
- 5.4 4no. condenser units are proposed on the roof of the building to replace 4no. existing units which are already in situ.
- 5.5 In terms of appearance, the proposed external alterations to the roof will not be visible from the street scene. There is also limited visibility of the elevations where new windows are proposed as these are almost entirely screened by the adjoining buildings.

Access

- 5.6 The existing access to the building from St Ann's Square will remain unaltered.

6.0 Planning Assessment

- 6.1 This section discusses the key planning issues associated with the proposed development and provides a justification and explanation of the benefits having regard to the planning policy as outlined in the previous chapter.

Principle of Development

- 6.2 The proposed internal alterations will comprise the strip out of the existing facilities and the refurbishment of the two suites to provide new office space. Both units are currently vacant and the refurbishment works will assist in the marketing and let of the units to future tenants.
- 6.3 The wider works including the replacement of windows, repair works to the roof and the installation of the condenser units to the roof will help improve the thermal efficiency of the building in accordance with new building regulations.
- 6.4 All materials to be used in the works will be sympathetic to the building and will be chosen to reflect the existing character and design of the interior and exterior. For example, the proposed replacement windows will match those which have recently been approved under application ref: 135950/LO/2023 for works at 12 – 20 St Anns Square.
- 6.5 It is considered therefore that the principle of the proposed development and the resulting appearance of the building is acceptable and in accordance with Policies CC9, EN1 and DM1 of the Core Strategy.

Design and Heritage

- 6.6 The development will result in minor external alterations to the roof of the building and several elevations of the building at the third floor level. The refurbishment works to the office suites are entirely internal.
- 6.7 A Heritage Statement has been prepared by Williams Conservation Surveying and is submitted with this application.
- 6.8 The statement confirms that the proposals provide a range of heritage and public benefits including the retention and conservation of the remaining original cast iron columns internally. More widely, the proposed refurbishment would contribute to the ongoing, appropriate, use and vitality of St Ann's Square Conservation Area as a central business and shopping area.
- 6.9 As such, it is considered that the proposals accord with the requirements of the Planning (Listed Buildings and Conservation Areas) Act 1990 and with the guidance provided by the NPPF, notably at Section 192, in that the proposals will utilise a heritage asset to make a positive contribution both to economic vitality and to local character and distinctiveness.
- 6.10 Overall, therefore the proposals are considered to incur "less than substantial harm" within the terminology of the NPPF.

7.0 Conclusion

- 7.1 This Planning, Design and Access Statement has been prepared in support of the proposed alterations to Suites 2F and 3F at 20 St. Ann's Square and the application for planning and Listed Building Consent.
- 7.2 This statement has detailed the proposed development, discussed the historic context and significance, and assessed the development against the national and local planning policy framework. This statement also includes a Design and Access Statement in accordance with national validation requirements.
- 7.3 The proposals have been informed by pre-application discussions with Manchester City Council, who have confirmed support for the proposed works.
- 7.4 The proposed development is robustly justified, and the design is considered to be sensitive to the setting of the Conservation Area and significance of the Listed Buildings.
- 7.5 It is not considered that the proposed development will result in any significant harm to the Conservation Area or Listed Buildings, and it is thus compliant with policies set out within the Core Strategy, UDP, NPPF and other material considerations.
- 7.6 It is therefore considered that there are no policy grounds or material considerations which should prevent listed building consent and planning permission from being granted for the proposed development, and this application should therefore be approved without delay.

Appendix 1 – Detailed Planning History

Application reference	Address	Description of development	Status	Decision date
CDN/20/0099	Third Floor 20 St Ann's Square Manchester M2 7HG	Discharge of condition 3 (further details and method) attached to Listed Building Consent reference 123471/LO/2019.	Approved	23.03.2020
123471/LO/2019	Third Floor 20 St Ann's Square Manchester M2 7HG	Listed Building Consent for internal office alterations and refurbishment.	Approved	16.09.2019
102950/FO/2013/C1	Nos. 12-22 St Ann's Square Manchester M2 7HG	Change of use of the upper floors from office (B1) and institutional (D1) uses to flexible office (B1) or medical and health services (D1) uses (part retrospective).	Approved	12.09.2013
084200/FO/2007/C1	20 St Anns Square Manchester M2 7HG	Change of use from offices (Use Class B1) to professional medical service (Use Class D1)	Approved	12.12.2007
061136/LO/CITY1/01	18-20 St Anns Square, City	Proposed internally, illuminated projecting sign	Approved	07.03.2001