MANCHESTER CITY COUNCIL
Planning
Telephone: 0161 234 4516
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PO Box 532 Town Hall
Manchester M60 2LA

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

Town and Country Planning Act 1990 (as amended); 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

Winters Buildings

Address Line 1

30 St Ann Street

Address Line 2

Address Line 3

Town/city

Manchester

Postcode

M2 7LF

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

Easting (x)

383812

Northing (y)

398353

Description

Applicant Details

Name/Company

Title

First name

Surname

CO Agent

Company Name

The Winters Building Freehold Ltd

Address

Address line 1

Winters Buildings 30 St Ann Street

Address line 2

Address line 3

Town/City

Manchester

County

Country

Postcode

M2 7LF

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Applicant Contact Details

Primary number

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

Secondary number

Fax number

Email address

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

Agent Details

Name/Company

Title

First name

Don

Surname

Murphy

Company Name

Paul Butler Associates

Address

Address line 1

31 Blackfriars Road

Address line 2

Address line 3

Town/City

Salford

County

Country

GB

Postcode

M3 7AQ

Contact Details

Primary number

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

Secondary number

Fax number

Email address

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

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. View government planning guidance on fire statements or access the fire statement template and guidance.
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or view government planning guidance on determination periods.

Description

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s)

Planning Application

Change of use of second, third, and fourth floors from commercial use (Use Class E), to create 5no residential apartments (Class C3), other associated external works including creation of roof terrace, residential entrance, works to roof and windows, replacement of rainwater goods, and associated works.

Listed Building Consent

LISTED BUILDING CONSENT for internal and external works to enable the use of 2nd, 3rd, and 4th floor for residential apartments. Works include refurbishment and alterations comprising reconfiguration of floorplates to provide residential apartments (and ancillary yoga studio, bin, and bike stores); creation of new residential entrance; works to lift and stair core; modification of roof structure including creation of roof terrace and works to dormers; works to windows including repairs and installation of secondary glazing, installing louvres to currently glazed windows, and glazing to currently louvered windows; incorporation of new service risers; replacement of rainwater goods; and installation of temporary scaffold.

Has the development or work already been started without consent?

◯ Yes
⊘ No

Listed Building Grading

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

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).

Refer to application covering letter and drawing schedule

Materials

Does the proposed development require any materials to be used?

- [x] 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:
Roof covering

Existing materials and finishes:
Refer to Design and Access Statement

Proposed materials and finishes:
Refer to Design and Access Statement

Type:
External doors

Existing materials and finishes:
Refer to Design and Access Statement

Proposed materials and finishes:
Refer to Design and Access Statement

Type:
Internal walls

Existing materials and finishes:
Refer to submitted existing and proposed layout plans

Proposed materials and finishes:
Refer to submitted existing and proposed layout plans

Type:
Rainwater goods

Existing materials and finishes:
Refer to submitted existing and proposed elevation plans

Proposed materials and finishes:
Refer to submitted existing and proposed elevation plans

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

Refer to schedule of documents and plan schedule in application covering letter

Site Area

What is the measurement of the site area? (numeric characters only).

0.05

Unit

Hectares

Existing Use

Please describe the current use of the site

Class E

Is the site currently vacant?

- [x] Yes
- [ ] No

If Yes, please describe the last use of the site

Class E Retail

When did this use end (if known)?

08/06/2025

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- [ ] Yes
- [x] No

Land where contamination is suspected for all or part of the site

- [ ] Yes
- [x] No

A proposed use that would be particularly vulnerable to the presence of contamination

- [ ] Yes
- [x] No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- [ ] Yes
- [x] No

Is a new or altered pedestrian access proposed to or from the public highway?

- [ ] Yes
- [x] No

Are there any new public roads to be provided within the site?

◯ Yes
⊘ No

Are there any new public rights of way to be provided within or adjacent to the site?

◯ Yes
⊘ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

◯ Yes
⊘ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

◯ Yes
⊘ No

Foul Sewage

Please state how foul sewage is to be disposed of:

☐ Mains sewer
☐ Septic tank
☐ Package treatment plant
☐ Cess pit
☐ Other
☑ Unknown

Are you proposing to connect to the existing drainage system?

◯ Yes
◯ No
⊘ Unknown

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.)

◯ Yes
⊘ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

◯ Yes
⊘ No

Will the proposal increase the flood risk elsewhere?

◯ Yes
⊘ No

How will surface water be disposed of?

☐ Sustainable drainage system

☑ Existing water course

☐ Soakaway

☐ Main sewer

☐ Pond/lake

Trees and Hedges

Are there trees or hedges on the proposed development site?

◯ Yes
⊘ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

◯ Yes
⊘ No

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

⊘ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
◯ No

b) Designated sites, important habitats or other biodiversity features

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

c) Features of geological conservation importance

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the 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 has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

◯ Yes
⊘ No

Biodiversity net gain has been introduced as a general condition for planning permission. As set out in The Environment Act 2021: "grants of planning permission in England [are] to be subject to a condition to secure that the biodiversity gain objective is met". Therefore, in England, all planning permissions are generally subject to biodiversity gain rules, unless they are specifically exempt or out of scope.

If you have stated that the biodiversity net gain requirement does not apply to your application you must provide the reason(s) why, and may also need to supply evidence (especially where you believe the application is eligible for the 'de minimis' exemption).

Please add all the reasons why biodiversity net gain does not apply and enter a justification for each one

Reason biodiversity net gain does not apply:
Development subject to the de minimis exemption (development below the threshold)

What best describes the size of your site?:
Under 25 square metres

Please justify the reason why biodiversity net gain does not apply:
The development does not impact a priority habitat and has less than 25sqm of on-site habitat and 5m of on-site linear habitats.

Note: Please read the help text for further information why developments may be exempt or not in scope.

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

⊘ Yes
◯ No

If Yes, please provide details:

Please refer to completed MCC Waste Proforma and plan in Planning Statement Appendix B

Have arrangements been made for the separate storage and collection of recyclable waste?

⊘ Yes
◯ No

If Yes, please provide details:

Please refer to completed MCC Waste Proforma and plan in Planning Statement Appendix B

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

⊘ Yes
◯ No

Please note: This question is based on the current housing categories and types specified by government.

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

Proposed

Proposed

Please select the housing categories that are relevant to the proposed units

- [x] Market Housing
- [ ] Social, Affordable or Intermediate Rent
- [ ] Affordable Home Ownership
- [ ] Starter Homes
- [ ] Self-build and Custom Build

Market Housing

Please specify each type of housing and number of units proposed

Housing Type:
Flats / Maisonettes

1 Bedroom:
0

2 Bedroom:
3

3 Bedroom:
2

4+ Bedroom:
0

Unknown Bedroom:
0

Total:
5

Proposed Market Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Total
	0	3	2	0	0	5

Existing

Please select the housing categories for any existing units on the site

- [ ] Market Housing
- [ ] Social, Affordable or Intermediate Rent
- [ ] Affordable Home Ownership
- [ ] Starter Homes
- [ ] Self-build and Custom Build

Totals

Total proposed residential units	5
Total existing residential units	0
Total net gain or loss of residential units	5

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- [x] Yes
- [ ] No

Please add details of the Use Classes and floorspace.

Use Class:
E(a) - Display/Sale of goods other than hot food

Existing gross internal floorspace (square metres) (a):
2118

Gross internal floorspace to be lost by change of use or demolition (square metres) (b):
948

Total gross new internal floorspace proposed (including changes of use) (square metres) (c):
1170

Net additional gross internal floorspace following development (square metres) (d = c - a):
-948

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross new internal floorspace proposed (including changes of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
	2118	948	1170	-948

Tradable floor area

Does the proposal include use as a shop (e.g. For the display/sale of goods under Use Class E(a), the sale of essential goods under Use Class F2, or as part of any other use)

- [ ] Yes
- [x] No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- [ ] Yes
- [x] No

Hours of Opening

Are Hours of Opening relevant to this proposal?

- [ ] Yes
- [x] No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

◯ Yes
⊘ No

Is the proposal for a waste management development?

◯ Yes
⊘ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

◯ Yes
⊘ No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

◯ Yes
⊘ No

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?

⊘ The agent
◯ The applicant
◯ Other person

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):

Officer name:

Title

First Name

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

Surname

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

Reference

Date (must be pre-application submission)

22/06/2026

Details of the pre-application advice received

Advice given on key issues, and scope of application documentation agreed.

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 and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & 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? E.g. All the land is owned by a single individual

⊘ Yes
◯ No

Is any of the land to which the application relates part of an Agricultural Holding?

◯ 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* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run.**
**** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

◯ The Applicant
⊘ The Agent

Title

First Name

Don

Surname

Murphy

Declaration Date

23/07/2026

☑ Declaration made

Declaration

I/We hereby apply for Full planning & 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

Paul Butler Associates Ltd

Date

24/07/2026