



Application for listed building consent for alterations, extension or demolition of a listed building.

Planning (Listed Buildings and Conservation Areas) Act 1990

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.

1. Site Address

Number	
Suffix	
Property name	Old Town Hall
Address line 1	High Street
Address line 2	
Address line 3	
Town/city	Gravesend
Postcode	DA11 0AZ
Description of site location must be completed if postcode is not known:	
Easting (x)	564777
Northing (y)	174271
Description	Gravesend Old Town Hall

2. Applicant Details

Title	
First name	Regina
Surname	Szmajda
Company name	Kent County Council
Address line 1	Sessions House
Address line 2	County Road
Address line 3	Maidstone
Town/city	Kent

2. Applicant Details

Country	England
Postcode	ME14 1XQ
Are you an agent acting on behalf of the applicant?	
Primary number	
Secondary number	
Fax number	
Email address	

☒ Yes ☐ No

3. Agent Details

Title	Mrs
First name	Gozde
Surname	Nurkerim
Company name	Skanska Technology Ltd
Address line 1	Maple Cross House
Address line 2	Maple Cross
Address line 3	Rickmansworth
Town/city	Hertfordshire
Country	England
Postcode	WD3 9SW
Primary number	
Secondary number	
Fax number	
Email	

4. Description of Proposed Works

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

In summary, internal repair works will include original panelled fire doors being upgraded (not replaced), lime plaster repairs being conducted including the use of replacement laths to match existing and windows and doors being repaired where required. External repair works will include the repointing of ridges, replacing of roof slates to match existing where they are missing or have become loose and cleaning of the roof surfaces and gutters.

Has the development or work already been started without consent?

☐ Yes ☒ No

5. 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

5. Listed Building Grading

Is it an ecclesiastical building?

☐ Don't know ☐ Yes ☐ No

6. Demolition of Listed Building

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

☐ Yes ☒ No

7. Related Proposals

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

☒ Yes ☐ No

If Yes, please describe and include the planning application reference number(s), if known:

Planning History:

20080153 - Application for listed building consent for internal alterations including removal of internal partitions, wall linings and some doors.
20080533 - Change of use of building to include bar/restaurant and retail on ground floor with function rooms and workshop at first floor level.
20080534 - Application for listed building consent for internal and external alterations including removal of some internal walling and formation of new door openings, provision of new lift, removal of staircase, alterations to provide disabled access and alterations to existing doors and windows which were previously boarded up.
20081007 - Application for approval of conditions 3 and 4 of planning permission reference number 20080533 relating to the noise attenuation and ventilation extraction system.
20090670 - Application for approval of condition 3(c)(d)(e)(f)(g)&(h) of listed building consent reference number 20080534 relating to the six panel door, staircase, schedule of works and methodology for repairs and cleaning, schedule of works and methodology for upgrading parts of building, joinery, finishes, materials and colour scheme and new service runs.
20090671 - Application for listed building consent for additional alterations to existing building in connection with its change of use, which include additional door in basement, widened door, alteration to door and installation of dumb waiter on first floor.
20091007 - Application for listed building consent for the installation of internal concertina shutters to room G36-40.
2001012 - Change of use of rooms at ground and first floor level.
20030061 - Change of use of part of ground and first floor of building to mixed uses.
19840815 - Application under Regulation 4 of the Town and Country Planning General Regulations 1976 for application for listed building consent for internal alterations and alterations to the elevation fronting the passageway under the magistrates court leading to the market entrance.

8. Immunity from Listing

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

☐ Yes ☒ No

9. 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).

Specification for all proposed works can be found under the document number GTH-STL-SPC-S-0009. Original panelled fire doors will be upgraded; see specification and drawings GRA-STL-XX-XX-DWG-S-1801, GRA-STL-XX-00-DWG-S-1202 and GRA-STL-XX-01-DWG-S-1203. Windows and sills may need repair; see specification and drawing GRA-STL-XX-XX-DWG-S-1802. Lime plaster repairs will need to be carried out internally, see specification. Loose or missing roof slates will have to be replaced to match existing and the roof surfaces and gutters will have to be cleaned, see drawing GRA-STL-XX-RF-DWG-S-1105.

10. 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

Please add materials by using the dropdown list to select the type, clicking 'Add' and entering all the details in the popup box

10. Materials

Type	Existing materials and finishes	Proposed materials and finishes
Internal Doors	Original panelled fire doors, various finishes	Fire doors will be upgraded using Envirograf Product 42 HW02E intumescent paint (clear coating) on risk side of doors. Envirograf Product 38 Intumescent Card/Veneer with Product 42 Intumescent Paint will be used to repair any penetrations in fire doors (solid wood veneer finish providing closest match to existing door required or alternatively paint or varnish fitted product as per manufacturer's guidance). Envirograf Product 69 surface-mounted intumescent fire and smoke seal strips required around all fire doors. Envirograf Product 71 intumescent sheet for hinge, lock and door closer fire protection should be used to protect existing ironmongery. See drawing GRA-STL-XX-XX-DWG-S-1801 for more information.
Windows	Timber framed windows, various finished	Large areas of rot on timber frames may be cut out to graft new timber (obtained from well managed forests as per the specification) into its place. The frame can be painted with primer, undercoat and two coats of paint to match existing. See drawing GRA-STL-XX-XX-DWG-S-1802 for more information
Roof covering	Artificial roof slate tiles	Missing or loose slate tiles to be replaced to match existing. See GRA-STL-XX-RF-DWG-S-1105 for more information.

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

☒ Yes ☐ No

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

GRA-STL-XX-00-DWG-S-0001 Location Plan
 GRA-STL-XX-00-DWG-S-1102 Ground Floor Existing
 GRA-STL-XX-00-DWG-S-1202 Ground Floor Proposed
 GRA-STL-XX-01-DWG-S-1103 First Floor Existing
 GRA-STL-XX-01-DWG-S-1203 First Floor Proposed
 GRA-STL-XX-B1-DWG-S-1101 Basement
 GRA-STL-XX-RF-DWG-S-1104 Roof
 GRA-STL-XX-RF-DWG-S-1105 Roof Repair Plan
 GRA-STL-XX-XX-DWG-S-1000 Proposed Elevation 1
 GRA-STL-XX-XX-DWG-S-1001 Proposed Elevation 2
 GRA-STL-XX-XX-DWG-S-1002 Proposed Elevation 3
 GRA-STL-XX-XX-DWG-S-1003 Proposed Elevation 4
 GRA-STL-XX-XX-DWG-S-1004 Proposed Elevation 5
 GRA-STL-XX-XX-DWG-S-1005 Proposed Elevation 6
 GRA-STL-XX-XX-DWG-S-1006 Proposed Elevation 7
 GRA-STL-XX-XX-DWG-S-1751 Existing Elevation 1
 GRA-STL-XX-XX-DWG-S-1752 Existing Elevation 2
 GRA-STL-XX-XX-DWG-S-1753 Existing Elevation 3
 GRA-STL-XX-XX-DWG-S-1754 Existing Elevation 4
 GRA-STL-XX-XX-DWG-S-1755 Existing Elevation 5
 GRA-STL-XX-XX-DWG-S-1756 Existing Elevation 6
 GRA-STL-XX-XX-DWG-S-1757 Existing Elevation 7
 GRA-STL-XX-XX-DWG-S-1801 Fire Door Modifications
 GRA-STL-XX-XX-DWG-S-1802 Typical Window Modifications
 GTH-STL-XX-XX-RPT-S-0110 - Gravesend Old Town Hall Design and Access Statement
 P21-247 Gravesend Old Town Hall HIA 1h 021121 Rev 1.2 Heritage Statement
 GTH-STL-SPC-S-0009 - Gravesend Old Town Hall Specification
 GTH-STL-XX-XX-RPT-S-0109 - Gravesend Old Town Hall Scope
 Window and Door Schedules

11. Neighbour and Community Consultation

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

☐ Yes ☒ No

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?

- ☐ The agent
☒ The applicant
☐ Other person

13. 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	
Surname	
Reference	PRE20210050

Date (Must be pre-application submission)

Details of the pre-application advice received

The principle issues for consideration in an application would be:
Whether the proposed works would preserve the special interest of this grade II* listed building and preserve or enhance the character and appearance of the High Street and Queen Street Conservation Area.
It will be necessary to submit a listed building application supported with specifications.
Where original panelled fire doors exist, these will need to be upgraded and not replaced, by using intumescent veneers and paint.
Lime plaster repairs need to be specified, including types of replacement laths to match existing.
The works to the roof appear to be acceptable subject to matching slates to be used.
Repair of windows and doors rather than replacement is always welcome.
The application would need to include the site location plan, existing and proposed plans and elevations.
For applications for listed building consent, a Heritage Statement is also required. The Heritage Statement should justify why the changes proposed which may consist of 'works' or development are necessary or desirable.

14. 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.

☐ Yes ☒ No

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?

15. Certificates

CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Certificate under Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

15. Certificates

- ☐ The applicant
- ☒ The agent

Title	Mrs
First name	Gozde
Surname	Nurkerim
Declaration date (DD/MM/YYYY)	11/11/2021

☒ Declaration made

16. 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. ☒

Date (cannot be pre-application)	11/11/2021
----------------------------------	---