

Report for Resolution

Report to Planning Applications Committee
Date 20 January 2011
Report of Head of Planning Services
Subject 10/01758/L and 10/01757/F
5 The Close Norwich NR1 4DH

Item
6(10)

SUMMARY

Description:	10/01757/F: Conversion from Office (Class B1) to dwelling house (5 bedrooms) (Class C3), including the installation of solar panels to the southernmost roof slope, reinstatement of shutters to south facing window (room G02), and; 10/01758/L: Internal alterations to facilitate the conversion to a dwelling including new openings in existing fabric and provision of new bathrooms and kitchen with associated drainage.
Reason for consideration at Committee:	Objection by English Heritage to the alterations proposed to a Grade II* Listed Building
Recommendation:	Approve
Ward:	Thorpe Hamlet
Contact Officer:	Miss Sarah Platt Planning Officer 01603 212500
Date of receipt:	28th September 2010
Applicant:	The Chapter of Norwich Cathedral
Agent:	Mrs Emma Marsden

INTRODUCTION

The Site

Location and Content

1. The application site is on the east side of Almary Green within the Cathedral Precinct. Almary Green is an area of open space situated immediately adjacent to the St Ethelbert's Gate and Chapel entrance to the Cathedral Precinct accessed from Tombland. Surrounding the green is a mixture of Georgian and earlier properties, almost all of which are listed and which make up a positive frontage as defined in the City Centre Conservation Area Appraisal. These properties are mainly vacant but with an office use class (B1). Number 6 The Close, located immediately to the east of the application site, is occupied by a Church group and has several flats contained within. To the rear of the property is St Faiths Lane which slopes down in a north-easterly direction by approximately 2m and connects to the rear of properties fronting Prince of Wales Road. Immediately opposite the rear elevation of number 5 The Close is the Norwich School Dance Studio and Sports Hall, approximately three stories in height this building provides a blank elevation facing the rear windows of 5 The Close.

2. Until recently, the occupiers of number 5 The Close were also the occupiers of numbers 2 and 2A The Close. All properties were used as offices. The properties were vacated approximately 2 years ago as they were not considered to be fit for purpose by the then occupier.
3. The property itself is a three storey, 6 bay wide property built from brick, with 3 cream rendered dormer windows set within the brown pantile roof. The property is currently sub-divided to incorporate the Gatekeeper's Lodge at ground floor level in the western most end of the house. The Gatekeeper's Lodge cannot be accessed from the main building at present. The front elevation of 5 The Close faces onto Almary Green but with much of the ground floor hidden from view behind a single storey centrally protruding extension and a 2m high brick and flint boundary wall which encloses the garden to the property. This is a complicated property built over many internal levels; the accommodation comprises of 11 rooms (including the basement but not the Gatekeeper's Lodge), and 2 bathrooms and one 'Butler's Closet' with a sink. There are also 2no outbuildings with the property and 1 no car parking space. The property was originally a single family residence. The date of the conversion to offices is unknown, but the alterations to facilitate it are minimal and include the installation of modern lighting and provision of IT and data cabling equipment and the removal of fixtures such as the kitchen equipment and the sealing up of baths in the bathrooms.

Constraints

4. This is a Grade II* Listed Building set within the Cathedral Close Character Area of the City Centre Conservation Area, an area identified as having very high significance.

Topography

5. To the rear of the site St Faiths Lane slopes away to the north-east by approximately 2m.

Planning History

In 1992 under application reference **4/1992/0881** the reconstruction of the existing dormers and chimney stacks was approved.

There is no other relevant planning history.

The Proposal

6. The proposal seeks the conversion of the building from Offices (Class B1) to 1no. 5 bedroomed dwelling house (Class C3). Alterations will be made including the installation of solar panels to the southernmost roof slope to improve the energy efficiency of the building, the reinstatement of shutters to the south facing window (room G02) onto St Faiths Lane, and internal alterations including new openings in the existing fabric to provide access to all areas of the building and provision of new bathrooms and kitchen with associated drainage works.

Representations Received

7. Advertised on site and in the press. Adjacent and neighbouring properties have been notified in writing. No letters of representation have been received.

Consultation Responses

8. A strong letter of objection has been received from English Heritage. Given the strength of the objection from this Statutory Consultee, the written correspondence from English Heritage can be found in full at [Appendix X](#). A summary is provided here:
9. English Heritage comment as follows: *‘The sub division of proposed bedroom F04 will adversely affect its significance as one of the principle interiors of the building by altering the relationship of features within it and affecting a reading of its historic qualities. It is considered that all the proposed methods of providing en suite facilities to this room will have a harmful impact on the significance of the designated heritage asset and diminish the presence of features of the room. The creation of this en suite facility is not necessary to deliver any public benefit in accordance with policy HE9.4 of PPS5 and no justification has been provided for works which would result in a harmful impact.’*

ASSESSMENT OF PLANNING CONSIDERATIONS

Relevant Planning Policies

Relevant National Planning Policies

PPS1 – Delivering Sustainable Development
PPS1 Supplement – Planning and Climate Change
PPS3 – Housing
PPS5 – Planning and the Historic Environment
PPG13 - Transport
PPS22 – Renewable Energy

Relevant Strategic Regional Planning Policies

ENV6 – The Historic Environment
ENV7 – Quality in the Built Environment

Relevant Local Plan Policies

HBE2 – Protection of Standing Remains in the Cathedral Precinct
HBE3 – Area of Main Archaeological Interest
HBE8 – Development within a Conservation Area
HBE9 – Development affecting a Listed Building
HBE12 – High Quality of Design
HBE13 – Protection of Major Views and Height of Buildings
EP19 – Renewable Energy Development
EP22 – Residential Amenity
EMP3 – Protection of Small Business Units
HOU13 – Proposals for New Housing on Other Sites

TRA6 – Parking Standards
TRA7 – Cycle Parking Standards
TRA8 – Servicing Provision

Supplementary Planning Documents and Guidance

City Centre Conservation Area Appraisal (September 2007)
Communities and Local Government, English Heritage and Department for Culture, Media and Sport document: PPS5 Planning for the Historic Environment: Historic Environment Planning Practice Guide (March 2010).

Principle of Development

Policy Considerations – Change of Use and External Alterations

10. In addition to National policy (PPS1 and PPS5), saved Local Plan policies HBE8 and HBE12 seek a high quality of design in new development which respects and complements the character of the Conservation Area.
11. PPS3 outlines the Governments objectives for the promotion of new housing stating that new housing should provide a wide choice of high quality homes designed and built to a high standard, both affordable and market housing, to address the requirements of the community. Housing should help create sustainable, inclusive, mixed communities, in all areas, urban and rural, and should offer a good range of community facilities with access to jobs, key services and infrastructure. PPS3 also reiterates the principles of PPS1 and seeks a high quality in the design of new housing which in turn contributes to the creation of sustainable communities. The policy also states that design which is inappropriate in its context or which fails to take the opportunities available for improving the character and quality of an area and the way it functions, should not be accepted.
12. National Policy PPS22 states that the wider environmental and economic benefits of all proposals for renewable energy projects, whatever their scale, are material considerations and that local planning authorities should promote a greater acceptance of such schemes in all new developments and some existing buildings (where appropriate). Development proposals should demonstrate that any impact of renewable energy proposals have been minimised through careful consideration of location, scale, and design.
13. Saved policy EMP3 of the Replacement Local Plan states that proposals which would result in a loss of existing small business units will only be permitted where retaining the business in situ would be significantly detrimental to the amenity of adjacent occupiers or prevent or delay the development of land allocated for other purposes or compromise the regeneration of the wider area, or the developer can demonstrate that there is no demand for small business units in that area which would justify the retention of the premises.

14. Saved policy HOU13 of the Local Plan outlines the criteria against which proposals for housing on non-allocated sites will be assessed. These are;

- Appropriate arrangements for vehicular access should be made;
- An appropriate density;
- Provision of a private garden or public amenity space around the dwellings;
- Good accessibility to local shops, employment areas, a District Centre and a bus route;
- There should be no detrimental impact on the character and amenity of the surrounding area;
- A range of types and styles of housing should be provided, and;
- Proposals should enable the regeneration of historic buildings or other buildings in the vicinity.

15. Saved Local Plan policy EP22 states that a high quality of residential amenity should be achieved in new development, including the avoidance of noise, light, and air pollution and ensuring no loss of privacy or issues of overlooking arise from development proposals.

16. Saved Local Plan policies TRA6, TRA7 and TRA8 outline the Council's requirements for parking, cycle parking and servicing arrangements. For an application site such as this the provision should be as follows:

- 1no. cycle parking space per dwelling;
- 1no. car parking space per dwelling, and;
- Adequate refuse storage to contain 1x 240litre bin for waste and 2 x 240 litre bin for recycling. Please note however that refuse and recycling collections operate on a different basis within the Cathedral Precinct with black bag and recycling sack collections, however, provision for adequate covered storage of waste and recycling should still be made.

17. Saved Local Plan policy EP19 states that small scale renewable energy developments will be permitted provided they are suitably located and can be visually integrated with surrounding development.

Policy Considerations – Listed Building Consent

18. PPS5 is also relevant to this application given the Grade II* Listed status of the application premises. Listed Buildings and Conservation Areas are designated under PPS5 as 'Designated Heritage Assets' and as such are afforded protection under policy HE9 of the PPS. The Policy states that 'There should be a presumption in favour of the conservation of designated heritage assets and the more significant the designated heritage asset, the greater this presumption should be. Significance can be harmed or lost through alteration of the heritage asset or development within its setting. Loss affecting any designated heritage asset should require clear and convincing justification'. There are considered to be two levels of harm; total loss or significant harm, and harm. The policy goes on to state that 'Substantial harm to or loss of designated heritage assets of the highest significance [including Grade II* Listed Buildings] should be wholly exceptional'. Sub policy HE9.4 states that where a proposal has a 'harmful impact' on the significance of the heritage asset, which is less than significant harm, local planning authorities should;
- (i) weigh the public benefit [...] against the harm, i.e. that it helps to secure the optimum viable use of the heritage asset, and;
 - (ii) recognise that the greater the harm to the significance of the heritage asset, the greater the justification will be needed for any loss'.
19. The Communities and Local Government, English Heritage and DCMS document: PPS5 Planning for the Historic Environment: Historic Environment Planning Practice Guide gives further explanation of PPS5 policy HE9 and sub-policy HE9.4. The Practice Guide states that 'It is important that any use is viable [...] for the future conservation of the asset. Viable uses will fund future maintenance. [...] the optimum use is the one that causes the least harm to the significance of the asset, not just through necessary initial changes but also as a result of subsequent wear and tear and likely future changes. [...]. Harmful development may sometimes be justified in the interest of realising the optimum viable use of an asset, notwithstanding the loss of significance cause, providing that the harm is minimised.'
20. Saved Local Plan policy HBE9 states that consent will not be granted for alterations to a Listed Building if the special architectural or historic interest of the building is harmed, if the alteration or extension to the building renders the use unviable, or if the design of the extension or alteration is of detriment to the character and appearance of the building. Any new development near to such buildings should respect their setting, style, character, materials and any visual impact on the Listed Building.

Housing Proposals

21. The proposed change of use to a residential dwelling of number 5 The Close is considered to be in accordance with the objectives of PPS3 and Saved Local Plan policies HOU13, EMP3, EP22, TRA6, TRA7 and TRA8.
22. Whilst the loss of the city centre office space is regrettable, justification is considered to be upheld given the state and condition of the existing accommodation. The property does not lend itself to use as modern offices; the net useable space is low in proportion to the gross area. 5 The Close and the adjacent Gatekeeper's Lodge have a gross internal floorspace of 320sq.m. Of this, 53sq.m forms an un-lit basement leaving a net internal useable floorspace of 267sq.m (including circulation areas and cloakrooms). The accommodation also suffers from uneven floors, a lack of useable storage space, no wheelchair access to the upper floors, and no accessible lavatory provisions. It is considered that the conversion of this building back to a residential dwelling is the best possible solution for its long term use and maintenance.
23. The proposed conversion is considered to meet the policy requirements of saved Local Plan policies HOU13, TRA6, TRA7 and TRA8: 1 no car parking space is provided with the accommodation which is accessed from Tombland via St Ethelbert's Gate and Chapel entrance to the Cathedral Precinct; an appropriate density for a City Centre location is proposed; there is a private garden attached to the dwelling house and the property is set within the extensive Cathedral Precinct with many areas of public open space available within a 5 minute walk; there is excellent accessibility to local shops and employment areas with the City Centre being a 5 minute walk away, the train station and bus station are also within easy walking distance providing excellent public transport links locally and nationwide; there is not considered to be any detrimental impact on the character or amenity of the surrounding area, especially considering that there will only be minimal external alteration made to facilitate the conversion, and; the proposals are considered to enable the regeneration of a historic building.

Impact on Living Conditions

24. An excellent standard of residential amenity is considered to be provided by these proposals. There are no arising issues of overlooking or loss of privacy as a result of the conversion to a residential dwelling, and given there are no external additions to the property, no arising issues of overdevelopment of the site or overbearing nature of development are considered to arise. Given that there are other residential properties and offices in the immediate locality there are not considered to be any arising issues of noise disturbance to, or as a result of, these proposals.

Design

25. The proposed internal works (the subject of the Listed Building Consent) will be discussed in full here, with consideration of the external alterations proposed discussed thereafter.

General Internal Alterations:

26. The conversion of the property to a residential dwelling will require a number of internal alterations, some relatively minor and considered to be of benefit, for example; removal and replacement of modern doors and lighting for fittings more in keeping with the age of the building; stripping out of surface mounted wiring required for the office use and upgrading of the mechanical and electrical installations; the removal of the dated and ineffective secondary glazing, the provision of new kitchen and utility rooms and; repairs to the French Drain etc. In addition to this, several large alterations are proposed which involve the structure of the property.

The Gatekeeper's Lodge:

27. The Gatekeeper's Lodge, made up of 3 rooms; an entrance hall, small office and one further room, and separate to the main building by virtue of the separate entrance, is proposed to be incorporated into the main dwelling. Historically, it is possible that the two buildings were connected in some form as number 5 has a flying-freehold over the rooms of the Lodge and physically they are part of the same building. However, there is no obvious physical evidence of this prior link remaining. The rooms are all small, headroom is minimal given that the floor levels have been raised and they are all in need of refurbishment.
28. The proposed link between the two is to be made within a cupboard which dates from the late 17th or early 18th century. The cupboard is located in the current entrance hallway to number 5 and is approximately 1.7m tall. The cupboard consists of 3 doors each with shallow shelving or hanging space behind. It is proposed that the shelving and the back wall behind the cupboard door furthest from the stairs will be removed to form the opening into the new dining room. There will be some loss of historic fabric through these alterations but it is considered that the character and significance of the building will not be detrimentally affected by this alteration. Extensive detail has been provided at this stage with regards to how the opening will be made. See drawing numbers 08.125-LL-XZ-023 B / 08.125-LL-XZ-022 B / 08.125-LL-XZ-021 B / 08.125-LL-SZ-103 B / 08.125-LL-SZ-101 B / 08.125-LL-SZ-102 B which can be found appended to this report. Details of any new lintels required for this opening will be conditioned on the Listed Building Consent, if granted.
29. The southernmost room in the Gatekeeper's Lodge is in a very poor state of repair at present and will require substantial structural and cosmetic repairs. A specification for these works should be agreed prior to any works commencing and as such a condition will be placed on the Listed Building Consent, if granted approval.
30. It is also noted from drawing number 08.125-LL-SZ-103 B that underpinning may be required in this room as well in particular to the wall between number 5 The Close and the existing Lodge building. This will need to be established upon further investigation. If possible this should be avoided but if found necessary further details will be needed in order to assess the acceptability. A condition will be placed on the Listed Building Consent should it be granted.
31. The full extent of the works required can be found on page 4 of the Design & Access Statement submitted with the application. These works are considered to be acceptable to facilitate the use of the additional rooms in the Gatekeeper's Lodge and provision of access to them.

32. English Heritage were broadly supportive of these proposals and stated in their comments (as appended) that 'the method of linking the Gatekeeper's Lodge will result in the loss of historic fabric, but does enable the integration of what would otherwise be an element of building for which an independent viable use would be difficult to find. Using the existing cupboard is an ingenious approach that leaves the stair hall, one of the main spaces in the building, visually unaffected.'

Improving Sanitary Accommodation:

33. Varying works are proposed throughout the building to improve sanitary accommodation. The existing building sees two cloakrooms located on mezzanine floors between the ground and first and the first and second floors, and a 'Butler's Closet' located on the secondary service stair between ground and first floor. The proposals seek to provide a cloakroom, accessible from the ground floor and main habitable reception rooms of the house (the existing mezzanine cloakroom between ground and first floor M01); a family bathroom accessible to the bedrooms on the second floor (new (S02b)), a master bedroom en suite facility (new (F04b)) and a guest bedroom en suite facility (the existing mezzanine cloakroom between first and second floors via a new access from bedroom F02 (F02b) (as marked on the plans)). Each of these will be discussed in turn as required.
34. F02 Guest bedroom leading to M02 en suite: The exact proposed alterations are detailed on page 6 of the Design & Access Statement. A new staircase to link bedroom F02 with the bathroom M02 located on the half landing between first and second floor is proposed with the current access from the main staircase sealed off. Opening up has been carried out and it has been established that the works will require the removal of 17th Century fabric. Despite this it is not considered that the works will detrimentally affect the character or significance of the building. It is noted that in paragraph 6.2.1 bullet point 4 of the Design and Access Statement that there may need to be minor alterations to the masonry to the rear of the existing chimney to bedroom F02 to accommodate the proposed stair. Details of these works will be conditioned on the Listed Building Consent, if granted.
35. S02a Bedroom and S02b Family Bathroom: The proposed alterations to the third floor are outlined in detail on page 12 of the Design and Access Statement. The alterations will affect 18th and 19th century partitions at the western end of the building but will provide a much more useable space and a much needed family bathroom to serve the bedrooms on the third floor. These relatively minor alterations are considered acceptable and not to compromise the character or fabric of the Listed Building.
36. M01 Cloakroom: To be refurbished only.
37. F04 Master bedroom and F04b Master en suite: The full extent of the works to provide an en suite facility to the master bedroom are outlined in detail on page 8 of the Design and Access Statement, and given that this is the area to which English Heritage have raised strong objections, a further report entitled: 'Statement of Justification for Proposed Alterations to First Floor Room (F04) to 5 The Close [...]' has also been submitted and is appended to this report. The proposed alterations will affect the plan form of the room and the relationship between various architectural features of the room, for example, the windows, fireplace and door. It is proposed, in brief, that a new stud partition wall is erected between the chimney breast wall and the easternmost wall adjoining number 6 The Close to provide an en-suite facility in the alcove with the window facing St Faith's Lane. See plan nos. 08.125-LL-XP-013 A for the existing plans and 08.125-LL-SP-053 B for the plans as proposed.

38. English Heritage has objected to this element of the proposals very strongly. In their comments they state: 'Bedroom F04 is one of the principle interiors in the building. The proportions of the room, the presence of a fireplace and its relationship to doors and windows [...] suggest that it was a room of status and quality. Subdivision of this room will affect its significance by altering the relationship of features within it and affecting a reading of its historic qualities.'
39. As outlined in the additional report submitted by the applicant, extensive discussion was held between the applicant, Norwich City Council Conservation and Design Officers and English Heritage with regards to the proposed provision of an en suite facility in master bedroom F04. The various options are outlined and discussed in the report appended here. This report will deal only with the option chosen although it is recommended that Members read the history of the design evolution to understand the final solution and the lengths at which it has been compromised in order to provide such a facility.
40. As outlined in detail above, PPS5 under policy HE9.4 requires evidence that public benefit is delivered to justify works that are harmful to the significance of an historic building. It is argued by the applicant that the provision of a private en suite facility for the master suite is a requirement of a 5 bedroom house in today's property market.
41. The PPS outlines that significant harm or total loss, or harm, need to be justified. English Heritage has commented that this alteration is deemed to be 'substantial harm'. It is the considered opinion of both the Planning and Conservation and Design Officers that this alteration does not constitute 'substantial harm' as no physical historic fabric will be lost. It is accepted that the proposals will result in an impact on the significance of the building inasmuch as the reading of the space, plan form, and the relationship of architectural features will be altered, but whilst this is regrettable, it is considered that the alteration is reversible and the plan form of the room could be reinstated at a later date. This is considered to be the least intrusive option which still achieves a much needed facility for a house of this size. Arguably, the plan form of the room can still be read in both the handed adjacent room (room F03) and the ground floor room below (room G02) and in F04 itself with some applied interpretation. The fireplace will remain in the main room and an understanding of the depth of the chimney breast will be retained as access either side of the chimney is retained. The central ceiling beam will remain unaltered. The effect on the proportions of the room will not be altered when facing north or west. The dual aspect to the room will be lost which it is noted will affect the quality of the light entering the room, but this is considered to be at a time of the day when the room is not primarily used. The loss of the view onto St Faiths Lane is arguably a minor loss as the view is of a blank elevation wall of the Norwich School Sports Hall.
42. In summary, whilst English Heritage's comments are noted, and the strength of their objection taken into consideration, in accordance with policy HE9.4 of PPS5, it is considered that the re-use of this long-term empty building will be beneficial and although some harm may be caused by the insertion of the en suite stud partition wall to room F04, it is considered that the public benefits gained through the re-use of the whole building outweigh the relatively minor harm that this potentially reversible alteration may result in. Discussion of the implications of new drainage is discussed in the section titled 'External Alterations'.
43. Conditions will be placed on the Listed Building Consent, to ensure that the partition is scribed around the beam on the eastern wall of F04, the partition is removed if no longer required, and that any damage caused during the installation or removal is repaired within 3 months of the completion of the works.

External Alterations:

44. Installation of new shutters to rear elevation: The re-instatement of the shutters to the window on the St Faiths Lane Elevation from room G02 (ground floor sitting room) is considered acceptable and will arguably improve the security of the house. The property currently suffers vandalism to this window on occasion and the installation of shutters will prevent this occurring in the future. There is not considered to be any visually detrimental impact as a result of the installation of replacement shutters and the proposals are considered to accord with the objectives of saved Policies HBE8 and HBE12 or the City of Norwich Replacement Local Plan.
45. Installation of new drainage: The new bathroom on the second floor (S02b) and the new master bedroom en suite facility (F04b) will require new drainage to be installed on the rear elevation of 5 The Close which fronts St Faith's Lane. Given that this elevation, despite being to the rear, is visible from St Faith's Lane and is quite prominent in this street view, the addition of new pipework and drawing will have a visual affect on the street scene and wider Conservation Area. There are numerous existing SVPs and RWPs on this elevation and it is proposed that these are extended and the new pipework connects to them. There will be a proliferation of pipework on this rear elevation as a result and the visual impact will be somewhat cluttered but it is considered that whilst this is unfortunate, the irregular fenestration pattern and lack of symmetry to the building mean that this will not be as visually detrimental as it might be on a more formal façade. In addition to this, a condition will be placed on the full planning permission for further details of any new pipework, including information about the materials, colour and finish and exact locations on the building. A further condition will be added for details of any new extract ventilation points as well.
46. Obscure Glazing: It is possible that the change of use to a residential dwelling may result in the requirement for obscure glazing to the cloakroom areas. A condition will be placed on the full planning permission that any new obscure glazing to the newly created or refurbished existing cloakrooms on the rear south facing elevation will be obscured to appropriate levels and retained as such in perpetuity.

Listed Building – Impact on Setting

47. As discussed in paragraphs 25 to 46, it is not considered that the proposed alterations will result in any substantial harm to the significance of the Listed Building. The re-use of this long-term empty building will be beneficial and although some harm may be caused by the insertion of the en suite stud partition wall to room F04, it is considered that the public benefits gained through the re-use of the whole building outweigh the relatively minor harm that this potentially reversible alteration may result in. Therefore the proposals are considered to be in accordance with the objectives of PPS5 and saved policy HBE9 of the City of Norwich Replacement Local Plan (Adopted Version November 2004).

Conservation Area – Impact on Setting

48. It is not considered that the change of use from an office building to a residential dwelling will have a detrimental impact on the setting of the Conservation Area. The external alterations proposed here are minimal and will not have a visually detrimental impact on the street scene of St Faith's lane, the Cathedral Precinct or the wider Conservation Area. The proposals are considered to be in accordance with the objectives of saved policy HBE8 of the City of Norwich Replacement Local plan (Adopted Version November 2004).

Transport and Access

Car Parking, Cycle Parking and Servicing

49. The property benefits from two separate outbuildings which are of a sufficient size to provide refuse and recycling storage and cycle storage. These outbuildings are to be used solely in conjunction with the proposed dwelling and are accessed from the private garden area. There is also 1 no car parking space provided for use with the proposed dwelling. Therefore the proposals are considered to be in accordance with the objectives of PPG13 and the requirements of saved policies TRA6, TRA7 and TRA8 of the City of Norwich Replacement Local Plan (Adopted Version November 2004).

Environmental Issues

Archaeology

50. The application submissions contained an Archaeological Appraisal of the application detailing the internal changes to the property and their implications. As mentioned in paragraph 26, the application proposals also involve repairs to a French Drain. Page 7 of the Design & Access Statement outlines these works in detail. These repairs will undoubtedly involve some form of ground disturbance to potentially significant archaeological deposits. Such a level of impact on the designated heritage asset is deemed acceptable by Consultees when balanced against the wider benefits of the application and can be justified by the recording of the heritage asset and any archaeological deposits uncovered during works to the French Drain before it/they are lost in accordance with policy HE12 of PPS5. A condition requiring the implementation of a programme of archaeological works, including monitoring of groundworks under archaeological supervision and control, and in accordance with an agreed written scheme of investigation will be placed on the full planning permission.
51. It is considered that Roland Harris' Archaeological Appraisal (dated September 2010) meets the requirements of Policy HE12.3 of PPS5 and provides an adequate assessment and recording of the areas of change within the building.

Energy Efficiency and Renewable Energy

52. The proposal seeks the installation of 4no. solar collectors on the south facing (rear) roof slope. Very few details have been submitted with regards to the appearance of these solar collectors so it is difficult to assess the visual impact these will have on the character and appearance of the Listed Building. A condition will be placed on the full planning permission requiring details of their design, size, appearance and method of fixing.

53. It is also important to assess not only the effect on the Listed Building but the wider Conservation Area and any strategic views towards Norwich Cathedral. The southern roof slope where the solar collectors are proposed is to the rear of the property and therefore not visible from within the Cathedral Precinct, however, the impact for any potential views from St Faiths Lane or the wider Conservation Area must also be considered.
54. By virtue of the building's rear elevation being positioned hard up against St Faith's Lane, the impact on the immediate vicinity will be minimal, although the roof slope is visible at an oblique angle from pedestrian level. In addition to this, given the presence of the Norwich School sports hall, approximately three storeys in height, and the four storey buildings fronting Prince of Wales Road which back onto St Faith's Lane, the wider visual impact of the solar collectors is negligible.
55. The proposed position on the roof of the proposed solar collectors is considered acceptable and subject to further details as will be conditioned, the principle is accepted.
56. The southern (rear) roof slope of 5 The Close cannot be seen from any strategic viewpoints when looking towards the Cathedral and the proposed solar collectors are considered to have a visually minimal impact on the appearance and setting of the building. There are not considered to be any detrimental visual or other impacts on the wider Conservation Area. Therefore the proposals are considered to be in accordance with the objectives of PPS22 and Saved Local Plan policies HBE8, HBE12, HBE13 and EP19.

Equality and Diversity Issues

Disability

57. The property as it exists, whilst offering level access into and out of the premises, does not offer any method of movement within/around the internal spaces, nor are there any bathroom facilities within access range. Whilst it is regrettable that this is the case, there is no opportunity for the installation of any such facilities. The installation of a lift or other means of movement between floors, and adequate circulation requirements, for example, widening of doorways, and provision of ramps or balustrades, is almost impossible in this property without the significant loss of a substantial amount of historic fabric to the building. It is therefore considered that as the proposals are beneficial, or there would be less impact because of the reduced number of people using the building.

Conclusions

58. The proposed conversion from offices (Use Class B1) to a residential dwelling (Use Class C3) is considered acceptable. 1 no car parking space is provided with the accommodation which is accessed from Tombland via St Ethelbert's Gate and Chapel entrance to the Cathedral Precinct; an appropriate density for a City Centre location is proposed; there is a private garden attached to the dwelling house and the property is set within the extensive Cathedral Precinct with many areas of public open space available within a 5 minute walk; there is excellent accessibility to local shops and employment areas with the City Centre being a 5 minute walk away, the train station and bus station are also within easy walking distance providing excellent public transport links locally and nationwide; there is not considered to be any

detrimental impact on the character or amenity of the surrounding area, especially considering that there will only be minimal external alteration made to facilitate the conversion, and; the proposals are considered to enable the regeneration of a historic building. Therefore the proposals are considered to be in accordance with the objectives of PPS1, PPS3 and PPG13 and saved policies EMP3, HOU13, EP22, TRA6, TRA7 and TRA8 of the City of Norwich Replacement Local Plan (Adopted Version November 2004).

59. The southern (rear) roof slope of 5 The Close cannot be seen from any strategic viewpoints when looking towards the Cathedral and the proposed solar collectors are considered to have a visually minimal impact on the appearance and setting of the building. Subject to compliance with conditions imposed here, it is considered that the installation of solar collectors on the roof slope is acceptable. There are not considered to be any detrimental visual or other impacts on the wider Conservation Area. Therefore the proposals are considered to be in accordance with the objectives of PPS1 Supplement, PPS22 and Saved Local Plan policies HBE8, HBE12, HBE13 and EP19.
60. It is not considered that the proposed internal alterations will result in any substantial harm to the significance of the designated heritage asset. The re-use of this long-term empty building will be beneficial and although some harm may be caused by the insertion of the en suite stud partition wall to room F04, it is considered that the public benefits gained through the re-use of the whole building outweigh the relatively minor harm that this potentially reversible alteration may result in. Therefore the proposals are considered to be in accordance with the objectives of PPS5 and saved policy HBE9 of the City of Norwich Replacement Local Plan (Adopted Version November 2004).

RECOMMENDATIONS

Recommended to recommend approval of application number 10/01757/F to GOEast with the recommended conditions as outlined below:

1. The development to which this permission relates must be begun not later than the expiration of three years beginning with the date on which this permission is granted.
2. The development hereby approved shall be carried out in accordance with the plans and details as specified on this decision notice.
3. Prior to the commencement of the conversion of the building to the residential dwelling hereby approved details of all new solar collectors, including a manufacturers specification including details of size, colour, finish and an elevation drawing showing the exact position of the solar collectors on the roof, shall be submitted to and approved in writing by the Local Planning Authority. The solar collectors shall thereafter be installed in full accordance with the agreed details and retained as such in perpetuity unless they are no longer required in which case they shall be removed within 3 months of the date of their redundancy and the roof repaired to a satisfactory level and as agreed by the Local Planning Authority.

4. Prior to the commencement of the conversion of the building to the residential dwelling hereby approved details of any new drainage for the building including materials for new pipes, paint colour and finishes, a specification and elevation drawings showing the position of new drainage runs on the building shall be submitted to and approved in writing by the Local Planning Authority. The new drainage shall thereafter be installed in full accordance with the agreed details and retained as such in perpetuity.
5. Prior to the commencement of the conversion of the building to the residential dwelling hereby approved details of any new extract ventilation including routes of any ducting (internal or external) and the position, style and specification of any extract fittings shall be submitted to and approved in writing by the Local Planning Authority. The extract ventilation and any associated ducting shall thereafter be installed in full accordance with the agreed details and retained as such in perpetuity.
6. The windows on the rear south elevation fronting St Faith's Lane serving any newly created or existing cloakrooms, hereby permitted, shall have obscured glazing with a degree of obscurity equivalent to Pilkington level 5. The glazing shall thereafter be retained in accordance with this detail unless otherwise agreed in writing by the Local Planning Authority. Details of the new glazing shall first be submitted to and approved in writing with the Local Planning Authority and shall thereafter be retained as such in perpetuity.
7. Prior to the first occupation of the residential dwelling hereby approved, car parking, cycle parking and refuse and recycling storage shall be provided in accordance with a plan to be first submitted to and agreed in writing by the Local Planning Authority. The car parking, cycle storage and refuse and recycling storage shall then be retained in perpetuity.
8. No development shall take place within the site until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the Local Planning Authority. In this instance, the programme of archaeological work will compromise the monitoring of groundworks under archaeological supervision and control. Norfolk County Council Historic Environment Service will provide a brief for the programme of archaeological works on request.

Informatives:

1. You are advised that the council expects the following measures to be taken during any building operations to control noise, pollution and parking:
 - (a) Work that is audible beyond the site boundary shall only be carried out between 7.30am and 5.30pm Monday to Friday, between 7.30am and 1.00pm Saturday and not at all on Sundays or Bank Holidays;
 - (b) The quietest available items of plant and machinery shall be used on site. Where equipment such as generators are necessary, they should be enclosed to reduce noise levels, if applicable.
 - (c) Deliveries shall only be received within the hours detailed in (a) above.
 - (d) Adequate steps shall be taken to prevent dust-causing nuisance beyond the site boundary. Such uses include the use of hoses to damp down stockpiles of materials, which are likely to generate airborne dust, to damp down during stone/slab cutting; and the use of bowsers and wheel washes;

- (e) There shall be no burning on site;
- (f) Only minimal security lighting shall be used outside the hours stated above;
- (g) Building materials and machinery shall not be stored on the highway and contractors' vehicles shall be parked with care so as to not cause an obstruction or block visibility on the highway.

Any divergence from these recommendations should be referred to the Council's environmental protection department for approval.

The council also recommends membership of a scheme, such as the Considerate Constructors Scheme.

(Reasons for approval:

1. The proposed conversion from offices (Use Class B1) to a residential dwelling (Use Class C3) is considered acceptable. 1 no car parking space is provided with the accommodation which is accessed from Tombland via St Ethelbert's Gate and Chapel entrance to the Cathedral Precinct; an appropriate density for a City Centre location is proposed; there is a private garden attached to the dwelling house and the property is set within the extensive Cathedral Precinct with many areas of public open space available within a 5 minute walk; there is excellent accessibility to local shops and employment areas with the City Centre being a 5 minute walk away, the train station and bus station are also within easy walking distance providing excellent public transport links locally and nationwide; there is not considered to be any detrimental impact on the character or amenity of the surrounding area, especially considering that there will only be minimal external alteration made to facilitate the conversion, and; the proposals are considered to enable the regeneration of a historic building. Therefore the proposals are considered to be in accordance with the objectives of PPS1, PPS3 and PPG13 and saved policies EMP3, HOU13, EP22, TRA6, TRA7 and TRA8 of the City of Norwich Replacement Local Plan (Adopted Version November 2004).
2. The southern (rear) roof slope of 5 The Close cannot be seen from any strategic viewpoints when looking towards the Cathedral and the proposed solar collectors are considered to have a visually minimal impact on the appearance and setting of the building. Subject to compliance with conditions imposed here, it is considered that the installation of solar collectors on the roof slope is acceptable. There are not considered to be any detrimental visual or other impacts on the wider Conservation Area. Therefore the proposals are considered to be in accordance with the objectives of PPS1 Supplement, PPS22 and Saved Local Plan policies HBE8, HBE12, HBE13 and EP19.

Recommended to recommend approval of Listed Building Consent 10/01758/L to GOEast with the recommended conditions outlined below:

1. The works must be commenced within three years of the date of this permission.
2. The development hereby approved shall be carried out in accordance with the plans and details as specified on this decision notice.
3. Prior to the commencement of the development hereby permitted, full details of the following shall be submitted to and approved in writing with the Local Planning Authority:
 - a) details of the lintel to the cupboard opening between the proposed entrance hall (G01) and the proposed dining room (G06);

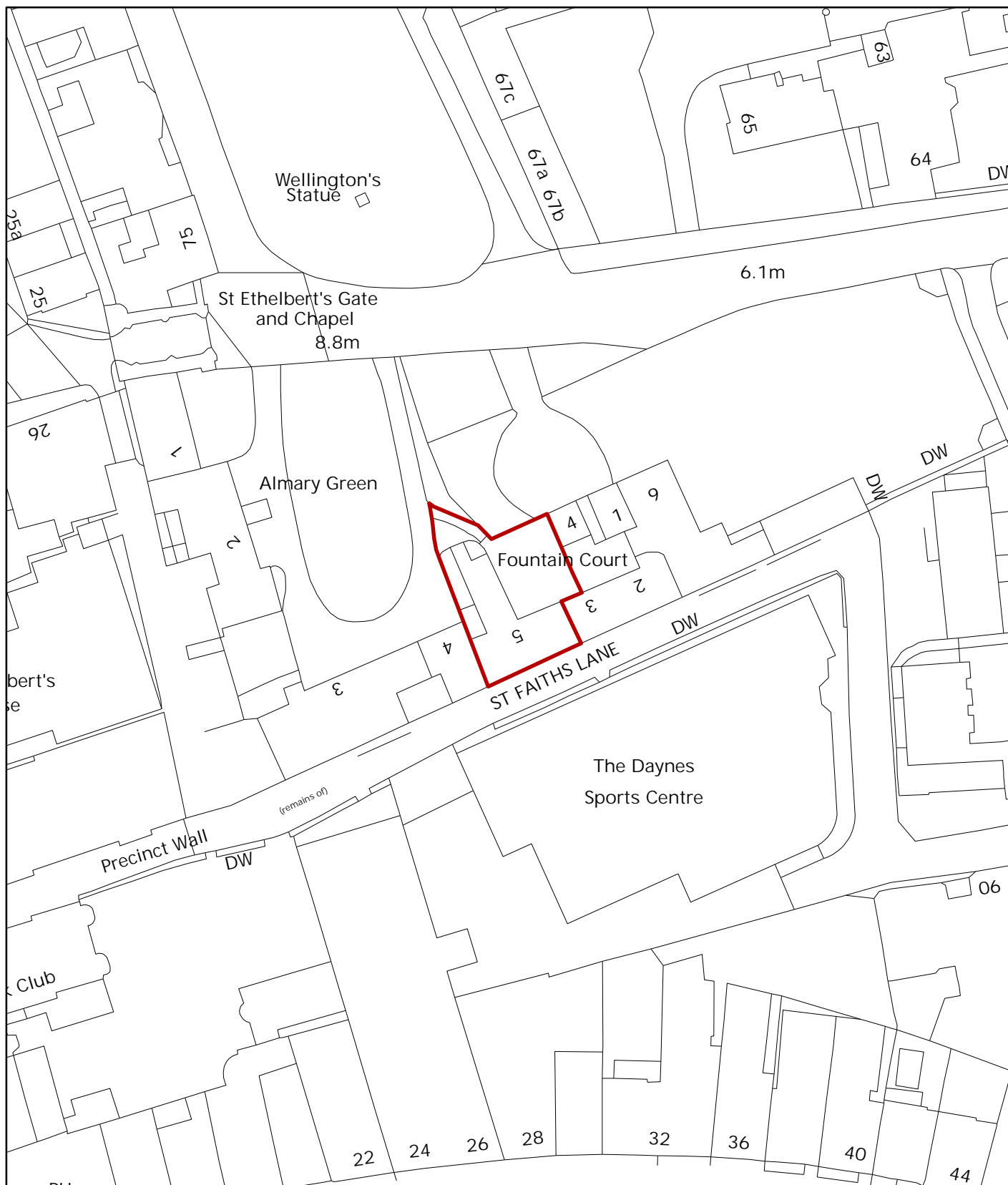
- b) a schedule of works for the repairs to the southernmost room in the existing Gatekeeper's Lodge (Room G06c on plan number 08.125-LL-XP-013 A);
- c) details of any underpinning works to the wall between number 5 The Close and the existing Gatekeeper's Lodge;
- d) details of minor alterations to the masonry to the rear of the existing chimney to bedroom F02 to accommodate the proposed stair.

The development shall then be constructed in full accordance with the agreed details and retained as such in perpetuity.

- 4. Within 3 months of the completion of the works hereby permitted, any damage to the fabric of the Listed Building resulting from the carrying out of the works hereby permitted shall be made good in accordance with details to be first submitted and agreed in writing with the Local Planning Authority.

(Reasons for approval:

1. It is not considered that the proposed internal alterations will result in any substantial harm to the significance of the designated heritage asset. The re-use of this long-term empty building will be beneficial and although some harm may be caused by the insertion of the en suite stud partition wall to room F04, it is considered that the public benefits gained through the re-use of the whole building outweigh the relatively minor harm that this potentially reversible alteration may result in. Therefore the proposals are considered to be in accordance with the objectives of PPS5 and saved policy HBE9 of the City of Norwich Replacement Local Plan (Adopted Version November 2004).



© Crown Copyright 2011 All rights reserved. Licence No. 100019747

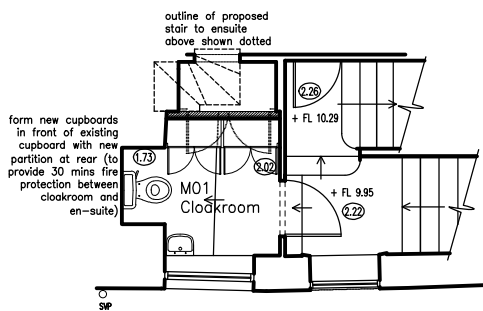
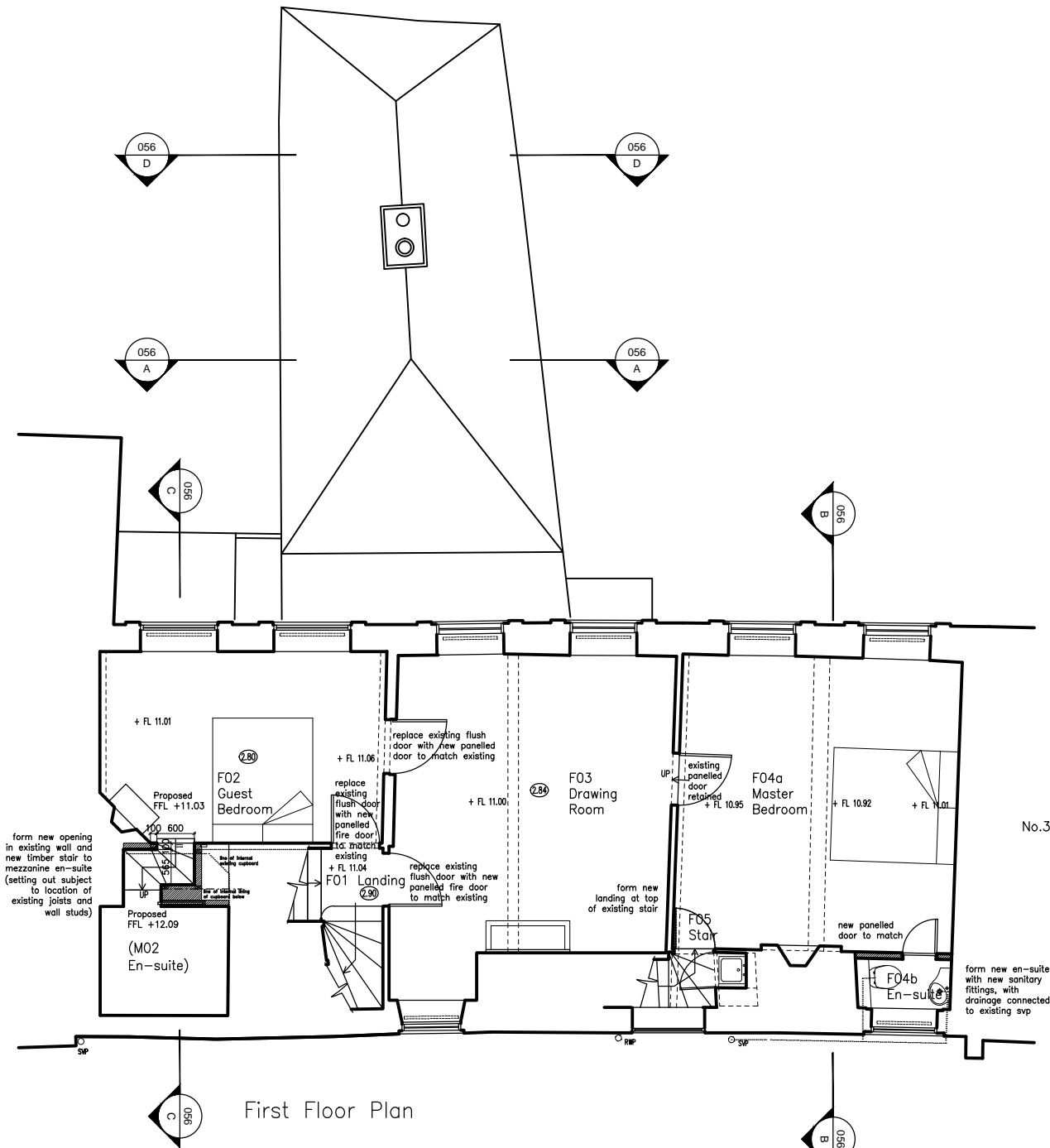
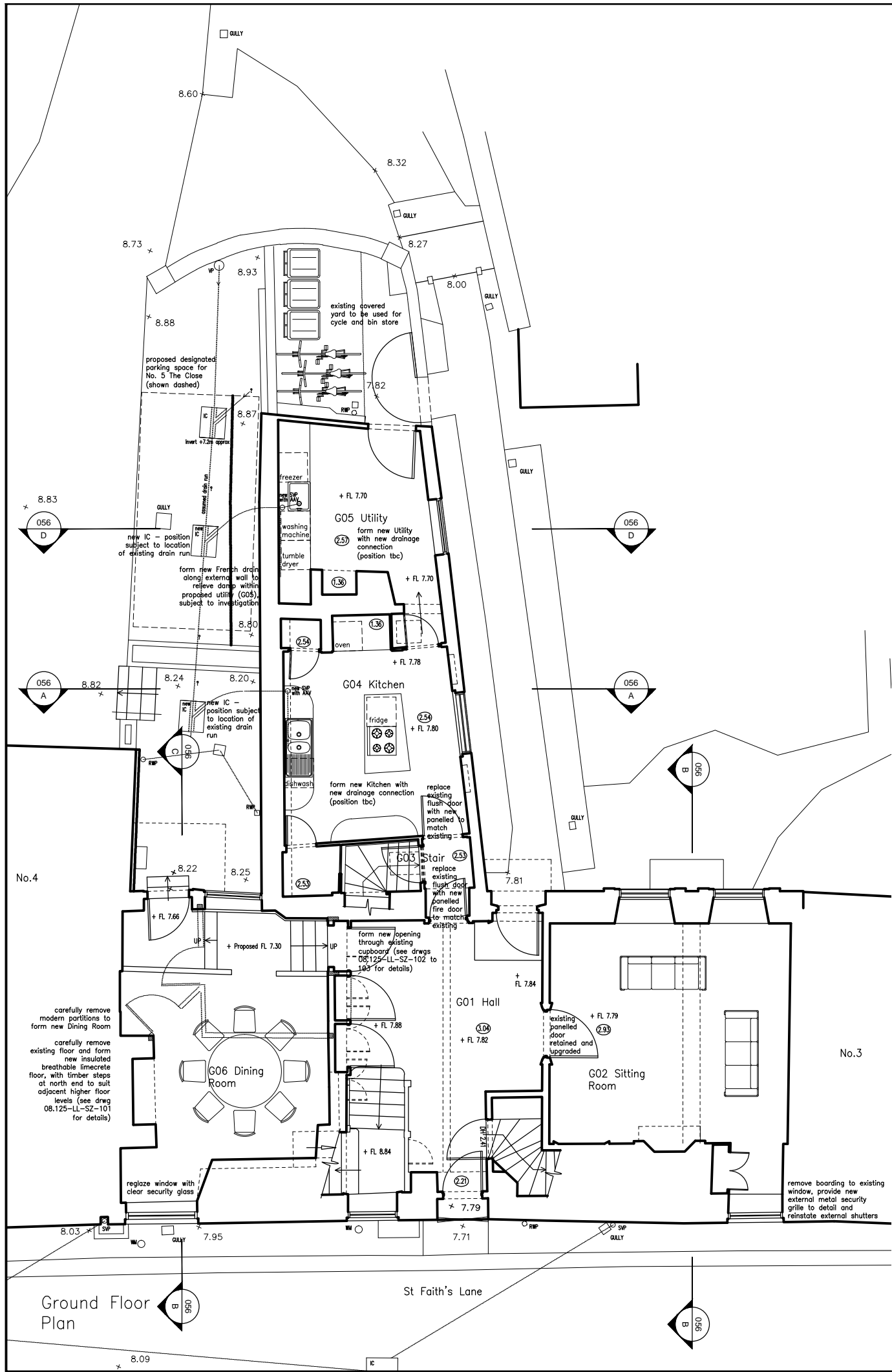
Planning Application No - 10/01757/F and 10/01758/L
 Site Address - 5 The Close, Norwich
 Scale - 1:750



NORWICH
 City Council

PLANNING SERVICES

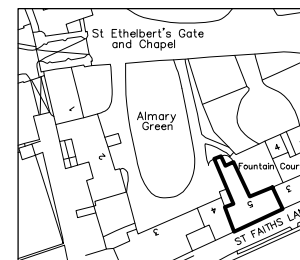




- NOTE**
1. DRAWINGS MUST NOT BE SCALED; WORK ONLY TO FIGURED DIMENSIONS
 2. CHECK ALL DIMENSIONS ON SITE BEFORE ORDERING MATERIALS OR PUTTING WORK IN HAND
 3. SHOP DRAWINGS OF MANUFACTURED ITEMS MUST BE APPROVED BY THE ARCHITECTS BEFORE WORK IS PUT IN HAND
 4. DIMENSIONS MUST BE VERIFIED ON SITE BEFORE PREPARATION OF SHOP DRAWINGS
 5. THE ARCHITECT MUST BE NOTIFIED OF ANY DISCREPANCIES IMMEDIATELY
 6. IF IN DOUBT ASK!

A Sep 2010 Submitted for Planning & LBC.

Revisions



LISTED BUILDING

FREELAND REES ROBERTS

ARCHITECTS

25 City Road, Cambridge CB1 1DP
tel 01223 366555 fax 01223 312882
info@frreelands.co.uk

client

The Chapter of Norwich Cathedral

job title

No. 5 The Close
Alterations

drawing title

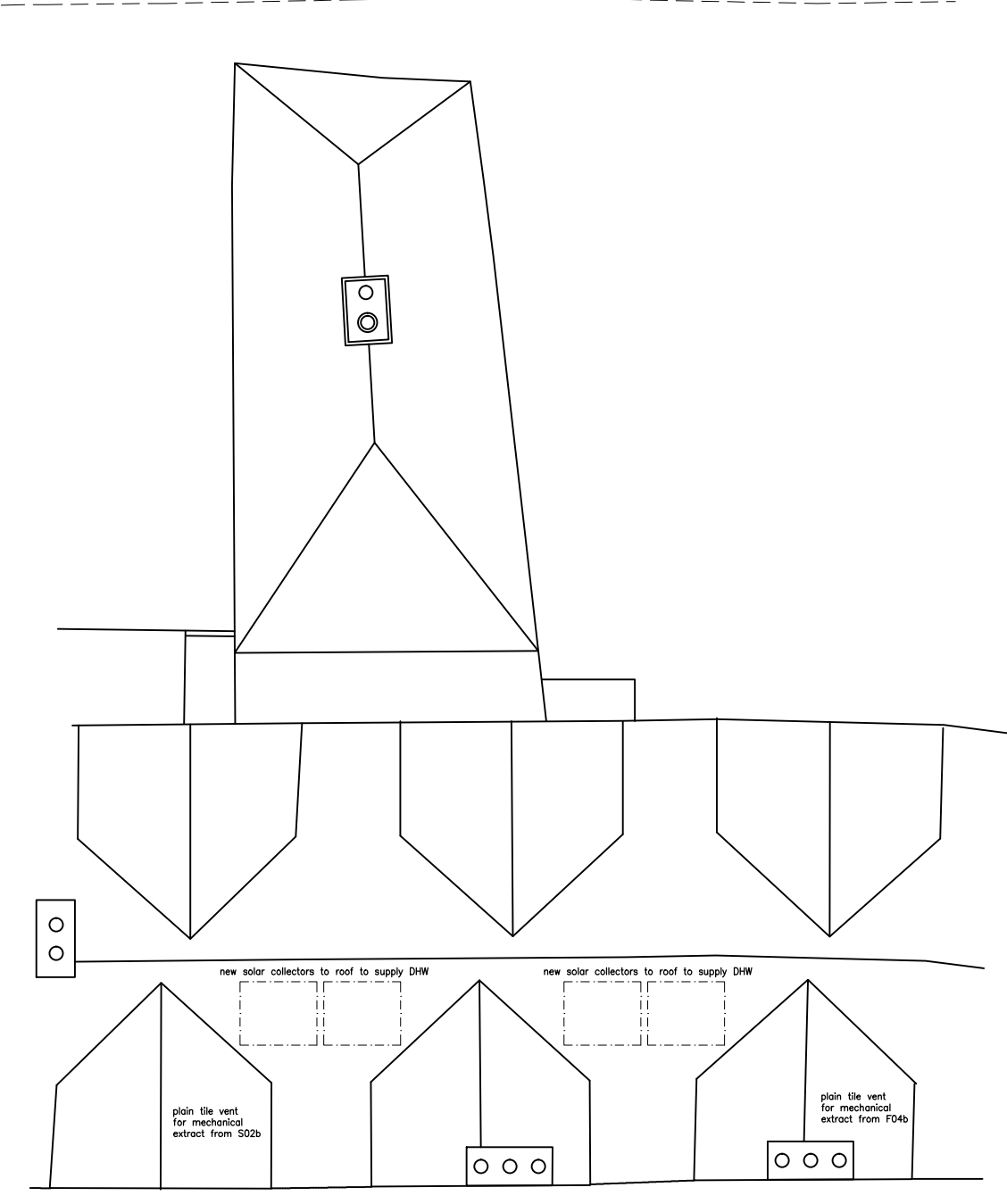
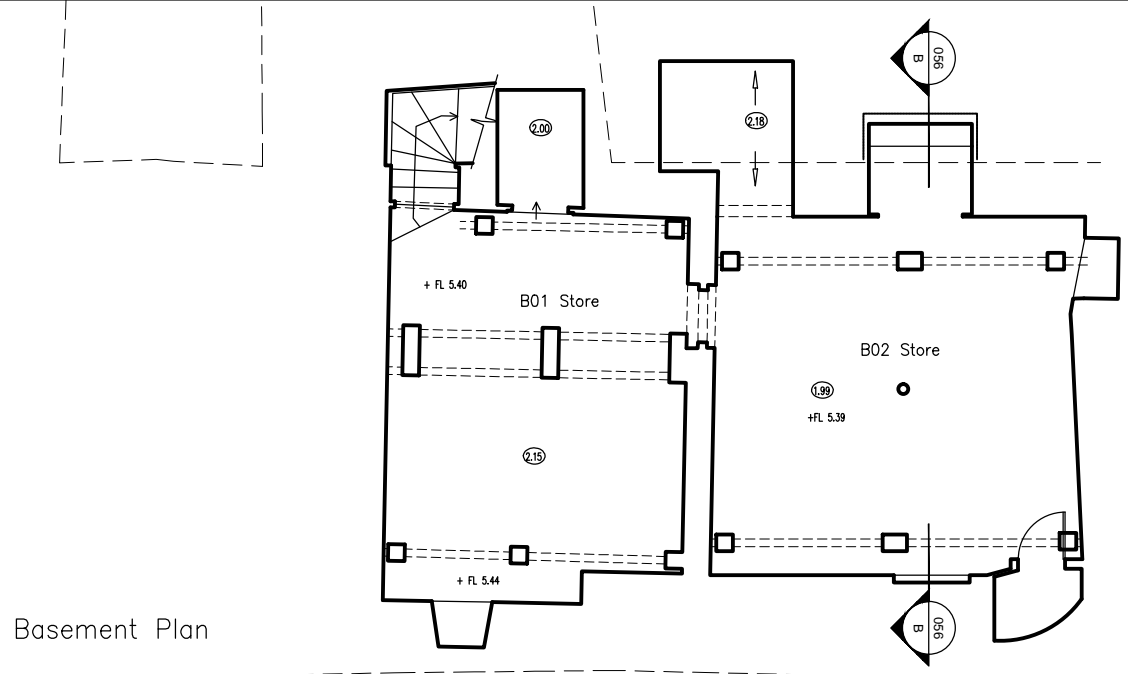
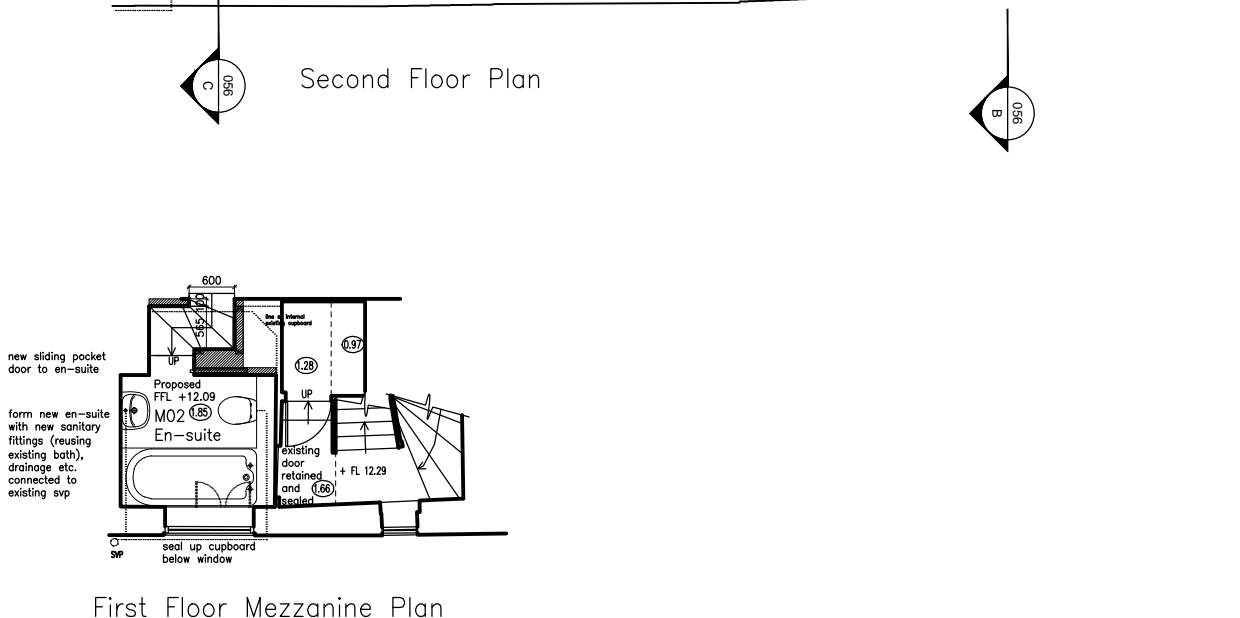
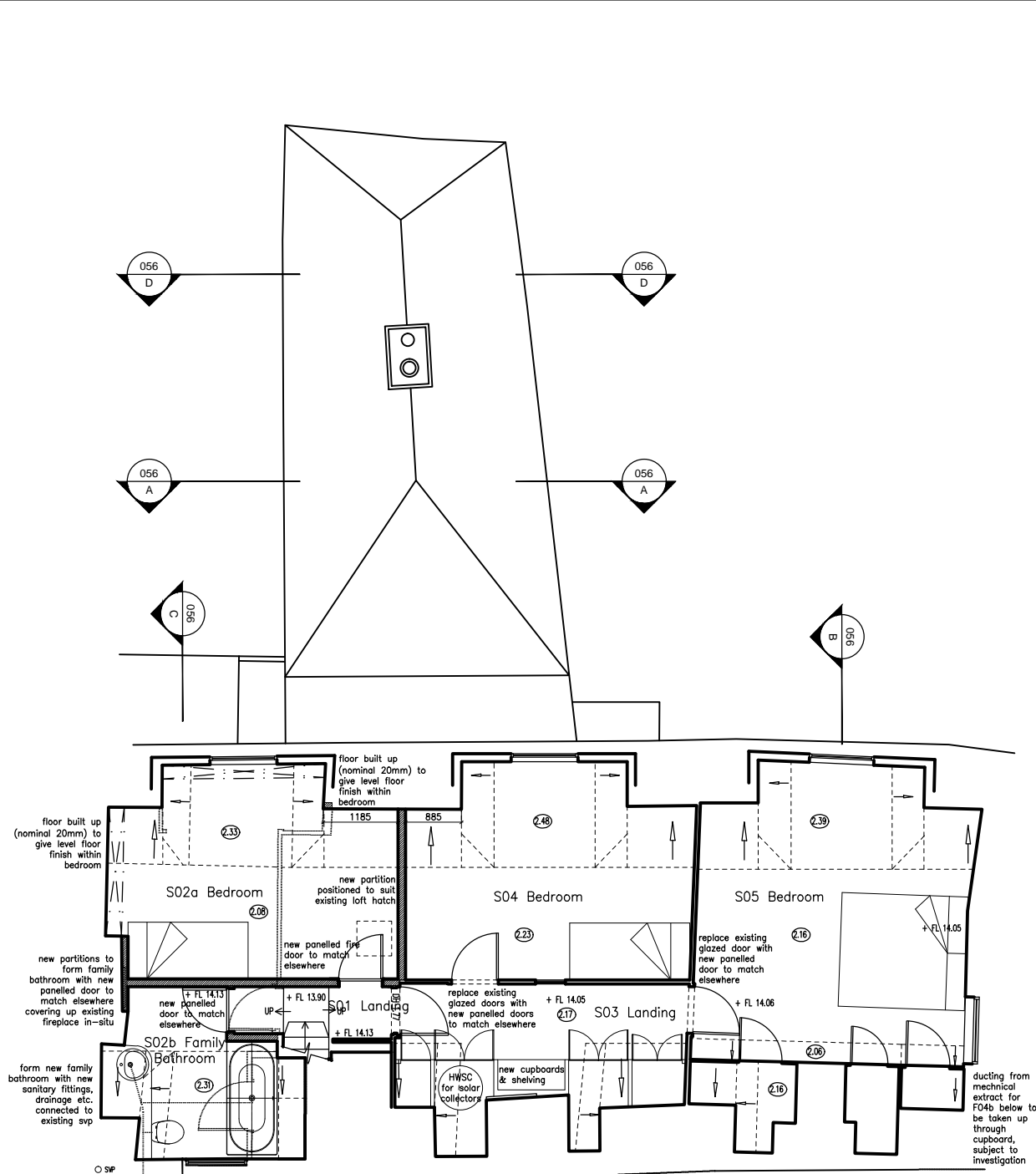
Ground & First Floor Plans
as Proposed

scale 1:50 @A1 drawn by em date May 10

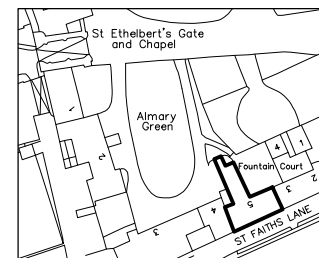
sheet / layout number 08.125-LL-SP-053 rev A

Freeland Rees Roberts Ltd Company No. 5399379

- NOTE**
1. DRAWINGS MUST NOT BE SCALED; WORK ONLY TO FIGURED DIMENSIONS
 2. CHECK ALL DIMENSIONS ON SITE BEFORE ORDERING MATERIALS OR PUTTING WORK IN HAND
 3. SHOP DRAWINGS OF MANUFACTURED ITEMS MUST BE APPROVED BY THE ARCHITECTS BEFORE WORK IS PUT IN HAND
 4. DIMENSIONS MUST BE VERIFIED ON SITE BEFORE PREPARATION OF SHOP DRAWINGS
 5. THE ARCHITECT MUST BE NOTIFIED OF ANY DISCREPANCIES IMMEDIATELY
 6. IF IN DOUBT ASK!



A Sep 2010 Submitted for Planning & LBC.
Revisions



LISTED BUILDING

FREELAND REES ROBERTS
ARCHITECTS
25 City Road, Cambridge CB1 1DP
tel 01223 366555 fax 01223 312882
info@frarchitects.co.uk

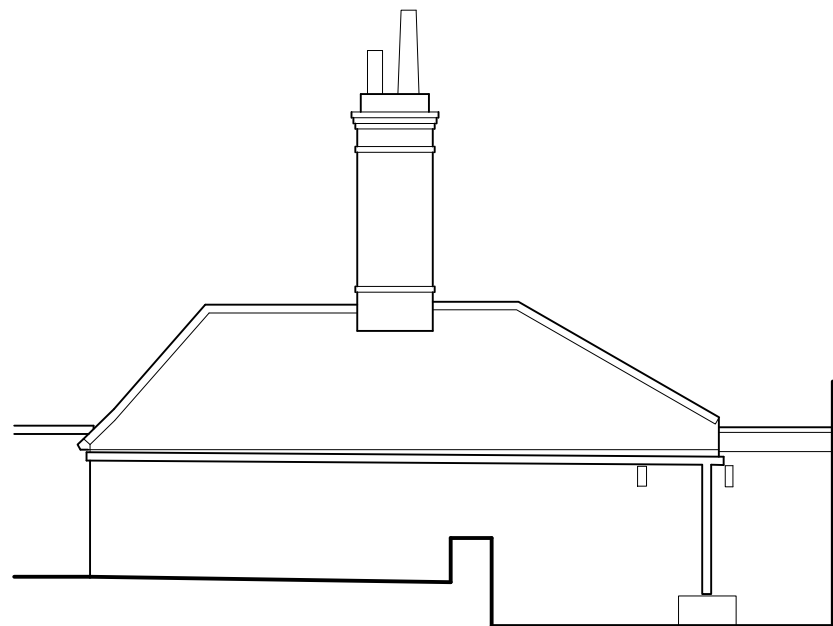
client	The Chapter of Norwich Cathedral		
job title	No. 5 The Close Alterations		
drawing title	Second Floor, Basement & Roof Plans as Proposed		
scale	1:50 @A1	drawn by em	date May 10
sheet / layout number	08.125-LL-SP-054		rev A
Freeland Rees Roberts Ltd		Company No. 5399379	



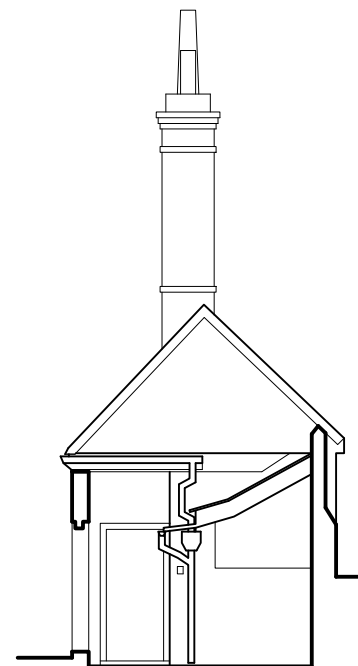
North Elevation



South Elevation (St Faith's Lane)



West Elevation



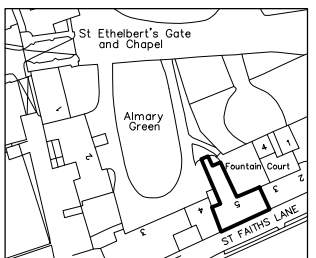
North Elevation

NOTE

1. DRAWINGS MUST NOT BE SCALED; WORK ONLY TO FIGURED DIMENSIONS
2. CHECK ALL DIMENSIONS ON SITE BEFORE ORDERING MATERIALS OR PUTTING WORK IN HAND
3. SHOP DRAWINGS OF MANUFACTURED ITEMS MUST BE APPROVED BY THE ARCHITECTS BEFORE WORK IS PUT IN HAND
4. DIMENSIONS MUST BE VERIFIED ON SITE BEFORE PREPARATION OF SHOP DRAWINGS
5. THE ARCHITECT MUST BE NOTIFIED OF ANY DISCREPANCIES IMMEDIATELY
6. IF IN DOUBT ASK!

A Sep 2010 Submitted for Planning & LBC.

Revisions



LISTED BUILDING

FREELAND REES ROBERTS ARCHITECTS

25 City Road, Cambridge CB1 1DP
tel 01223 366555 fax 01223 312882
info@frarchitects.co.uk

client
The Chapter of Norwich Cathedral

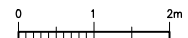
job title
No. 5 The Close
Alterations

drawing title
Elevations as Proposed

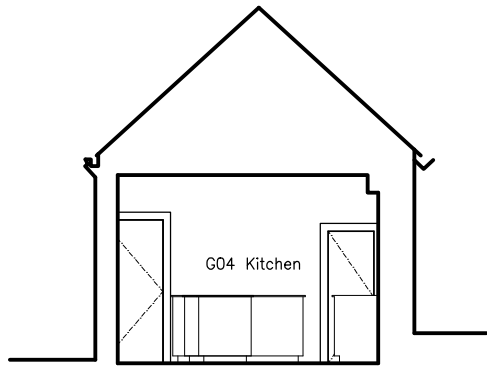
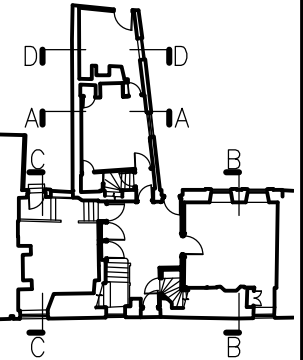
scale 1:50	drawn by @A1 em	date May 10
---------------	--------------------	----------------

sheet / layout number 08.125-LL-SE-055	rev A
---	----------

Freeland Rees Roberts Ltd Company No. 5399379

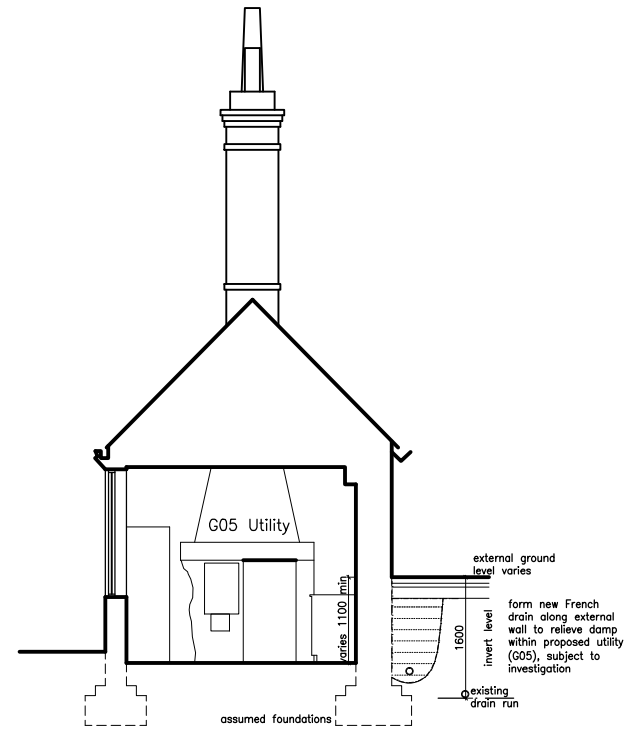


- NOTE
1. DRAWINGS MUST NOT BE SCALED;
WORK ONLY TO FIGURED DIMENSIONS
 2. CHECK ALL DIMENSIONS ON SITE
BEFORE ORDERING MATERIALS OR
PUTTING WORK IN HAND
 3. SHOP DRAWINGS OF MANUFACTURED
ITEMS MUST BE APPROVED BY THE
ARCHITECTS BEFORE WORK IS PUT IN
HAND
 4. DIMENSIONS MUST BE VERIFIED ON
SITE BEFORE PREPARATION OF SHOP
DRAWINGS
 5. THE ARCHITECT MUST BE NOTIFIED OF
ANY DISCREPANCIES IMMEDIATELY
 6. IF IN DOUBT ASK!



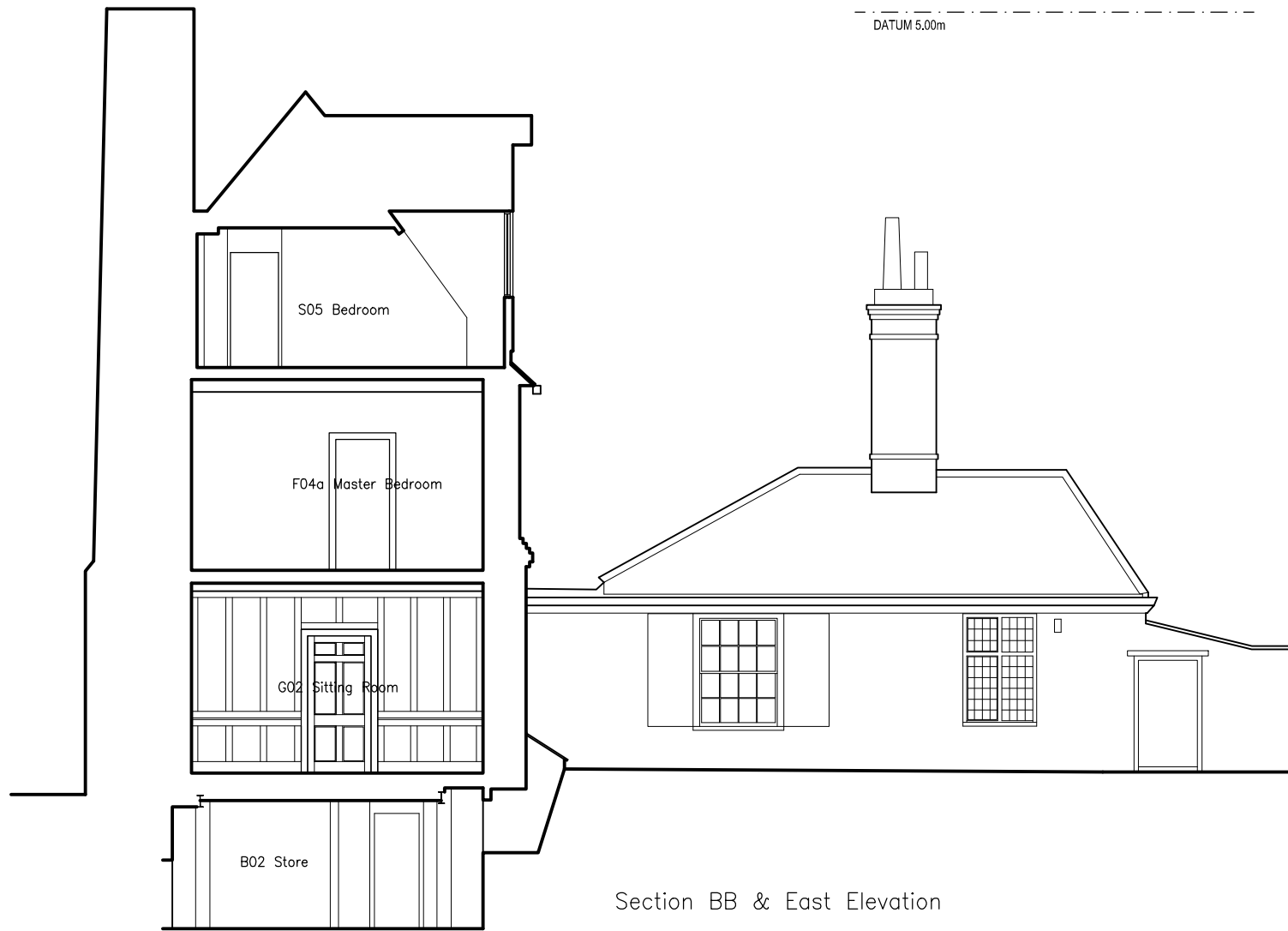
Section AA

DATUM 5.00m



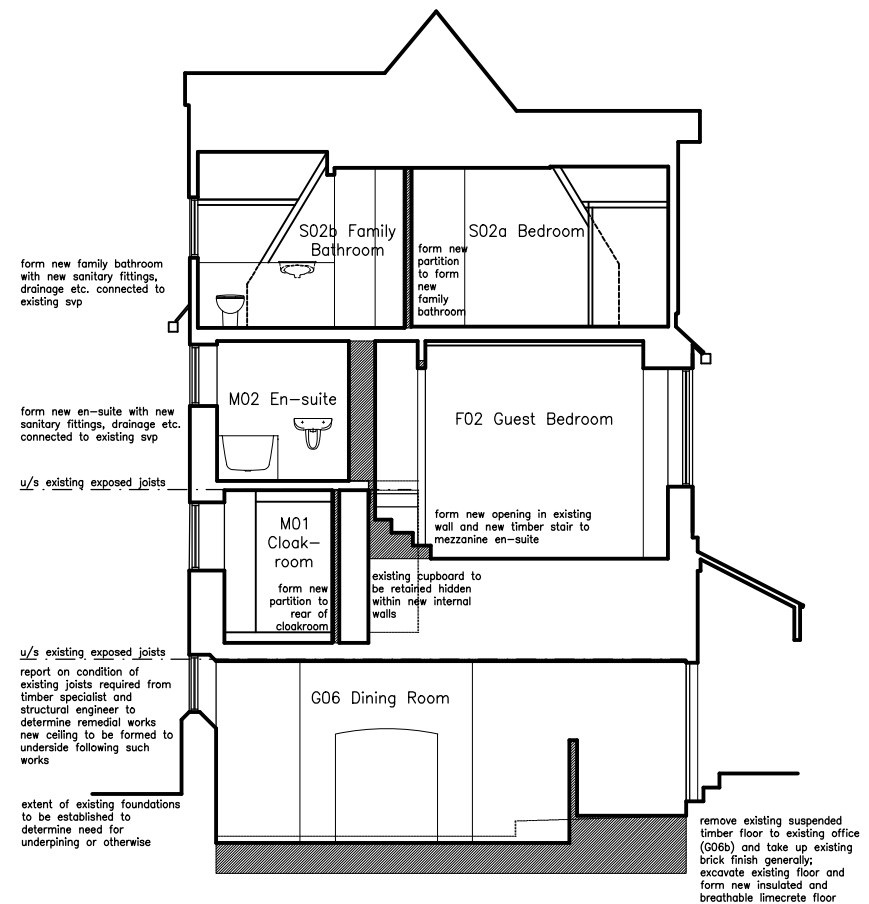
Section DD

DATUM 5.00m



Section BB & East Elevation

DATUM 5.00m



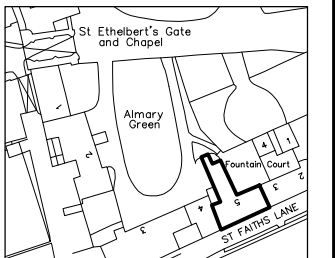
Section CC

DATUM 5.00m



A Sep 2010 Submitted for Planning & LBC.

Revisions



LISTED BUILDING

FREELAND REES ROBERTS
ARCHITECTS

25 City Road, Cambridge CB1 1DP
tel 01223 366555 fax 01223 312882
info@frarchitects.co.uk

client
The Chapter of Norwich Cathedral

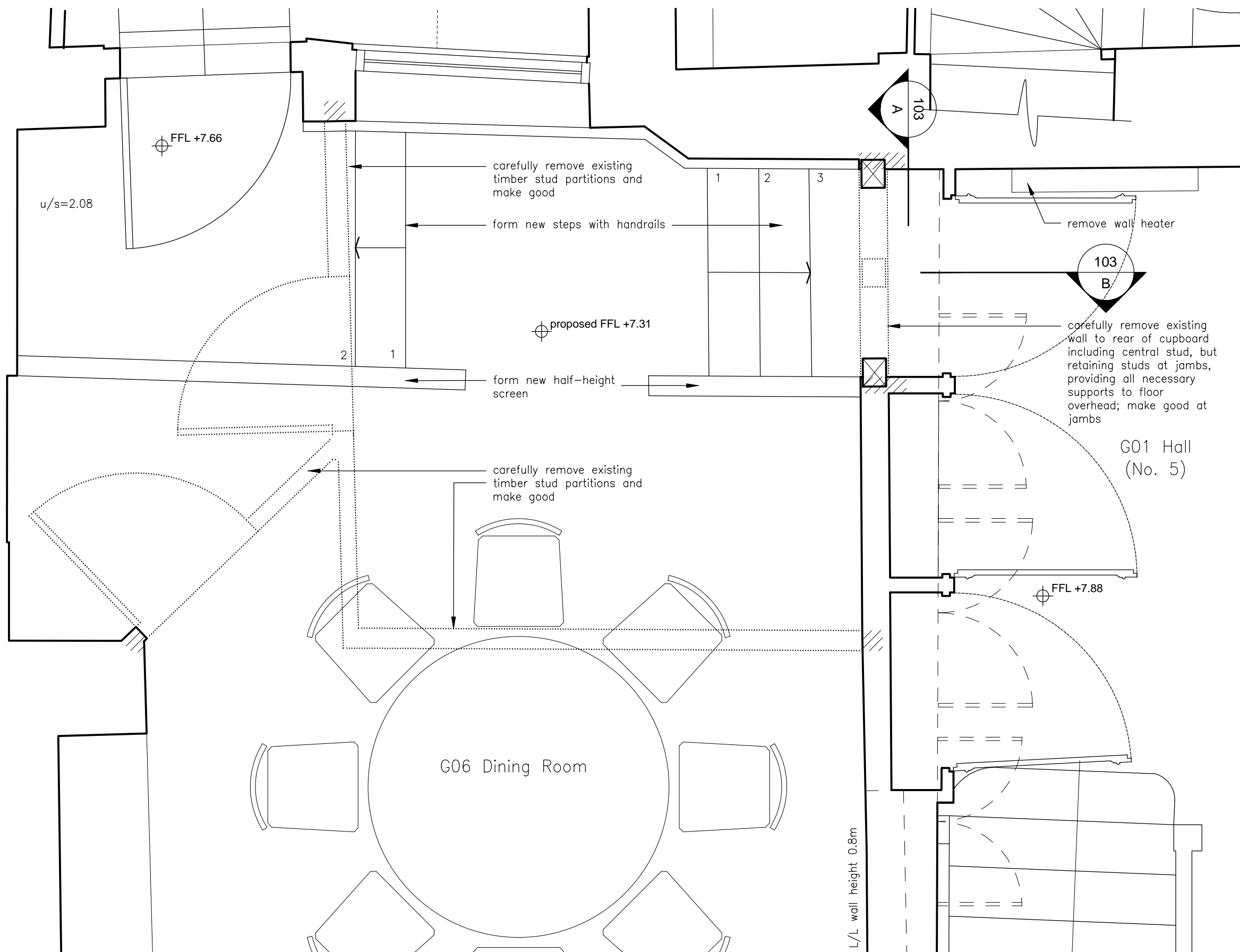
job title
No. 5 The Close
Alterations

drawing title
Sections as Proposed

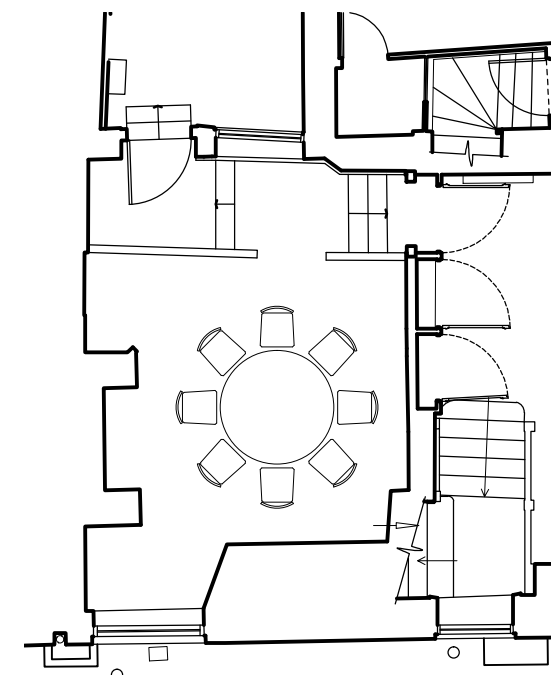
scale
1:50 @A1 em date
May 10

sheet / layout number
08.125-LL-SE-056 rev
A

Freeland Rees Roberts Ltd Company No. 5399379



- NOTE
1. DRAWINGS MUST NOT BE SCALED; WORK ONLY TO FIGURED DIMENSIONS
 2. CHECK ALL DIMENSIONS ON SITE BEFORE ORDERING MATERIALS OR PUTTING WORK IN HAND
 3. SHOP DRAWINGS OF MANUFACTURED ITEMS MUST BE APPROVED BY THE ARCHITECTS BEFORE WORK IS PUT IN HAND
 4. DIMENSIONS MUST BE VERIFIED ON SITE BEFORE PREPARATION OF SHOP DRAWINGS
 5. THE ARCHITECT MUST BE NOTIFIED OF ANY DISCREPANCIES IMMEDIATELY
 6. IF IN DOUBT ASK!



Plan 1:100

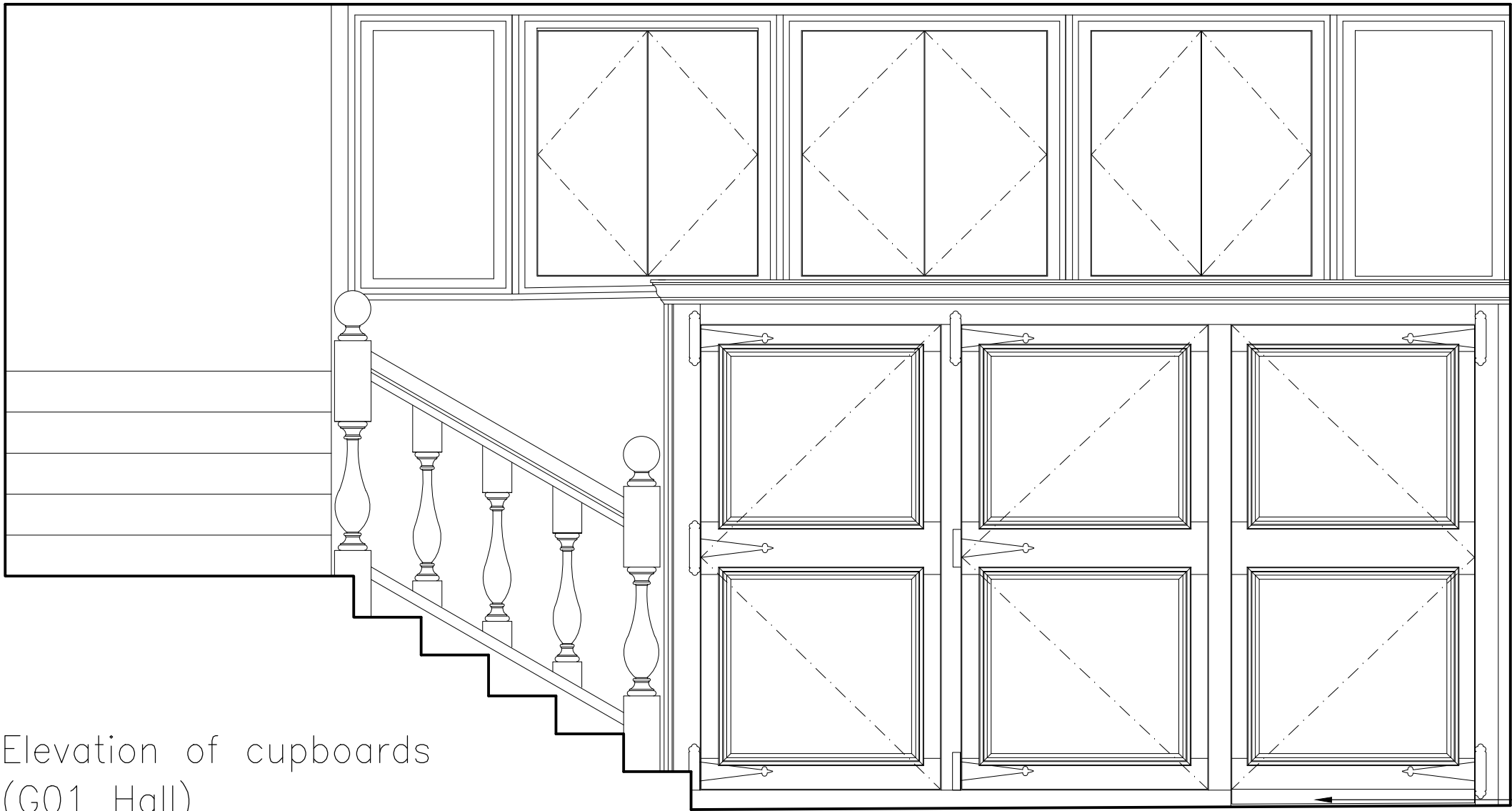
Part Plan of The Gatekeeper's
as Proposed



0M 0.2M 0.4M 0.6M

LISTED BUILDING

drawing title New Opening in Ground Floor Cupboard Plan as Proposed			FREELAND REES ROBERTS ARCHITECTS 25 City Road, Cambridge CB1 1DP tel 01223 366555 fax 01223 312882 info@frrarchitects.co.uk			
client The Chapter of Norwich Cathedral	job title No 5 The Close Alterations	scale 1:20 @A3	drawn em	date Mar 10	sheet/layout number 08.125-LL-SZ-101	rev B



Elevation of cupboards
(G01 Hall)

- NOTE
1.

DRAWINGS MUST NOT BE SCALED;
WORK ONLY TO FIGURED DIMENSIONS
2.

CHECK ALL DIMENSIONS ON SITE
BEFORE ORDERING MATERIALS OR
PUTTING WORK IN HAND
3.

SHOP DRAWINGS OF MANUFACTURED
ITEMS MUST BE APPROVED BY THE
ARCHITECTS BEFORE WORK IS PUT IN
HAND
4.

DIMENSIONS MUST BE VERIFIED ON
SITE BEFORE PREPARATION OF SHOP
DRAWINGS
5.

THE ARCHITECT MUST BE NOTIFIED OF
ANY DISCREPANCIES IMMEDIATELY
6.

IF IN DOUBT ASK!

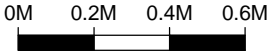
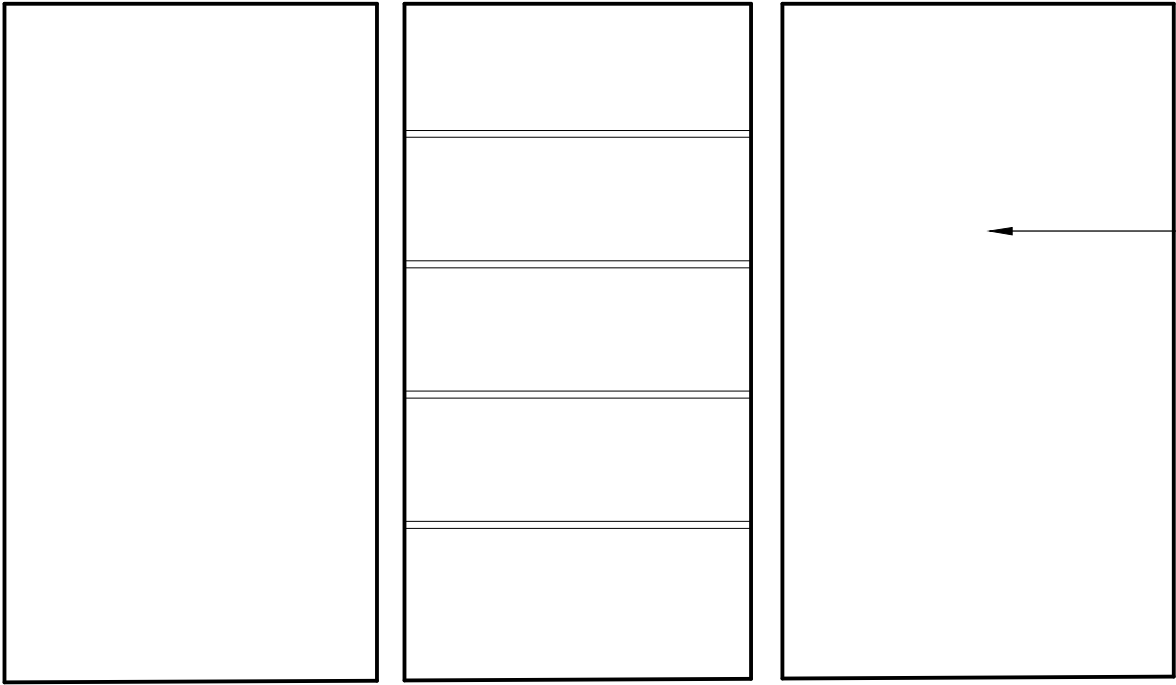
carefully cut out bottom rail to
cupboard within door opening,
shave 10mm from base and refix
to bottom rail of door

carefully remove existing
wall to rear of cupboard
providing all necessary
supports to floor overhead

B	Sep 2010	Section A added. Submitted for LBC.
A	Jun 2010	Room nos added & notes updated.
revisions		

LISTED BUILDING

Long Section A through cupboards



drawing title				FREELAND REES ROBERTS ARCHITECTS			
New Opening in Ground Floor Cupboard Elevation & Long Section A as Proposed				25 City Road, Cambridge CB1 1DP tel 01223 366555 fax 01223 312882 info@frrarchitects.co.uk			
client	job title	scale	drawn	date	sheet/layout number	rev	
The Chapter of Norwich Cathedral	No 5 The Close Alterations	1:20 @A3	em	Mar 10	08.125-LL-SZ-102	B	

- NOTE
1.

DRAWINGS MUST NOT BE SCALED;
WORK ONLY TO FIGURED DIMENSIONS
2.

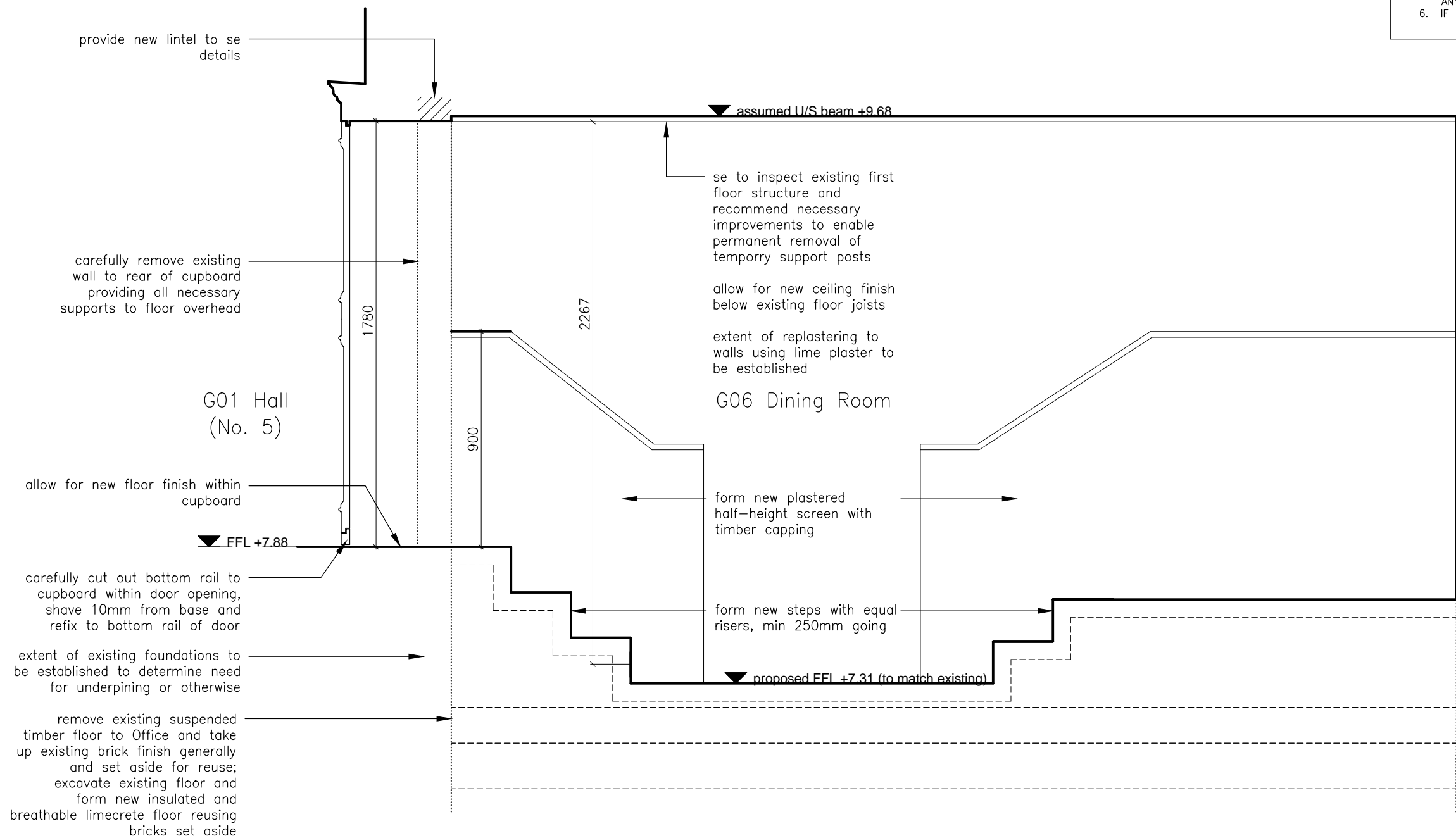
CHECK ALL DIMENSIONS ON SITE
BEFORE ORDERING MATERIALS OR
PUTTING WORK IN HAND
3.

SHOP DRAWINGS OF MANUFACTURED
ITEMS MUST BE APPROVED BY THE
ARCHITECTS BEFORE WORK IS PUT IN
HAND
4.

DIMENSIONS MUST BE VERIFIED ON
SITE BEFORE PREPARATION OF SHOP
DRAWINGS
5.

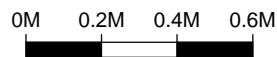
THE ARCHITECT MUST BE NOTIFIED OF
ANY DISCREPANCIES IMMEDIATELY
6.

IF IN DOUBT ASK!



Cross Section B

B Sep 2010 Section A removed. Section B updated. Submitted for LBC.
A Jun 2010 Room nos added & notes updated.
revisions



drawing title				FREELAND REES ROBERTS ARCHITECTS			
New Opening in Ground Floor Cupboard Cross Section B as Proposed				25 City Road, Cambridge CB1 1DP tel 01223 366555 fax 01223 312882 info@frrarchitects.co.uk			
client	job title	scale	drawn	date	sheet/layout number	rev	
The Chapter of Norwich Cathedral	No 5 The Close Alterations	1:20 @A3	em	Mar 10	08.125-LL-SZ-103	B	

5 THE CLOSE, NORWICH

DESIGN AND ACCESS STATEMENT (INCLUDING A SUPPORTING STATEMENT OF JUSTIFICATION) FOR SUBMISSION FOR CHANGE OF USE & LISTED BUILDING CONSENT

1.0 General

This document has been prepared to meet the requirements set by Norwich City Council to accompany a planning application for the change of use for 5 The Close and for listed building consent to carry out alterations to facilitate this change of use. The application is made on behalf of the Chapter of Norwich Cathedral.

2.0 Listing

5 The Close is a Grade II* listed building within the cathedral precinct on the site of the former Almoners Barn. It lies within the City Centre Conservation Area, created in October 1992 by Norwich City Council under the *Planning (Conservation Areas and Listed Buildings) Act 1990* to cover the whole of the city within the mediaeval walls. The conservation area is sub-divided into thirteen character areas and the cathedral precinct falls within the Cathedral Close Character Area. The cathedral precinct is a legally defined area designated under the *Care of Cathedrals Measure 1990*. The adjacent buildings are also Grade II*.

3.0 Process

The proposed change of use was discussed on site with Sarah Platt and Ann Bond of Norwich City Council (NCC) on 8th October 2008, when the principle of conversion was considered acceptable.

Proposed alterations were discussed on site with Kate Knights, Conservation Officer at NCC, on 21st June 2010 and David Eve of English Heritage (EH) on 23rd June 2010. These discussions were constructive and largely positive: the only significant concern raised was with the division of the easternmost first floor room to form a master bedroom with a generous en-suite bathroom (see 6.2.2).

NCC and EH requested additional information to inform their comments on the proposals. Exploratory opening up was carried out and Dr Roland B Harris, Cathedral Archaeologist, prepared a report summarising the findings and assessing the impact of the proposals.

Subsequently, various options were drawn up to understand the extent of this concern, leading EH to clarify that their concerns relate not only to how the proposals impinge on the architectural features, but also to how they affect the physical relationship between them.

The submitted plans are a modified version of the original proposals and Dr Harris's report has been updated to reflect this and is included in support of this application.

4.0 Use

5 The Close is presently used as offices. On the first floor, the building extends over the part of the building known as the Gatekeeper's (G06a, G06b & G06c), which is self-contained and accessed externally. The Gatekeeper's has modern partitions subdividing it into three rooms: a small entrance hall, an office to the north (presently is used as the Gatekeeper's Mess Room) and a larger room to the south. The latter is unusable owing to the presence of several temporary props supporting the first floor structure above. The Gatekeeper's is in acute need of refurbishment and although no evidence of a connection to No. 5 has been found to date, the room(s) would benefit greatly from being brought into the care and use of No.5.

The main part of this application is for a change of use from Offices (B1) to Residential (C3). This proposal is a reversal of an earlier change of use as the building was used originally as a single family residence prior to its conversion to office use. The date of conversion to an office building is unknown, but the alterations to enable it appear to be limited and include alterations to lighting and provision of IT and data cabling, boarding up of the bath in M02 *in-situ*, and the removal of fittings from the kitchen & scullery.

The change of use would result in a loss of office space within the Close. However, the building does not lend itself to modern office use: the net useable space is a very low proportion of the gross area; and, the accommodation has significant drawbacks – floors are uneven; there is no wheelchair access to upper floors; there are no accessible lavatory provisions. Presently there is no economic demand for this type of office space as alternative available space is of better quality.

The reversion to type is the most suitable use for the building and the best model for the property's long-term care. As a dwellinghouse, the property would enjoy the same benefits of other residential properties within the Close, which are much sought after, not only for their close proximity to city centre services, but for the tranquillity and amenities present in the cathedral precinct itself. The change of use does not involve extensive interventions in historic fabric, nor does it include external alterations that would affect its setting or that of the adjacent Grade II* listed buildings.

5.0 Amount

No extensions to the existing building are proposed. Collectively, No. 5 and the Gatekeeper's has a gross internal area of 320m². Of this, 53m² forms an unlit basement store, giving a gross internal area of usable naturally lit space of 267m².

The existing site area is 0.035 hectares. As a five bedroom house with eight habitable rooms, the property would have a density of over 220 habitable rooms per hectare, and would be considered a high density development. This is largely due to the smallness of the garden relative to the existing building. However, while the garden is small for a property of this size, the cathedral close provides additional good quality amenity space.

6.0 Layout

No extensions or demolitions are proposed, so the building form would remain unchanged. The main entrance would continue as present.

Internal alterations are proposed to facilitate the conversion of the property to residential use. The objectives of the proposed alterations are:

- 6.1 To connect the Gatekeeper's to No. 5.
- 6.2 To provide improved sanitary accommodation.
- 6.3 To provide new kitchen and utility rooms.
- 6.4 To replace/remove unsightly modern doors and secondary glazing.
- 6.5 To improve the security of the openings along St Faith's Lane.
- 6.6 To upgrade the mechanical and electrical installations.
- 6.7 To upgrade the thermal performance of the building and improve damp conditions.

6.1 Connecting the Gatekeeper's to No. 5 (*see 08.125-LL-SP-053*)

The Gatekeeper's comprises an entrance hall, a small office and one further room; the latter is rendered unusable by the presence of several support posts for the first floor structure. The existing floor level is uneven. Headroom is very low where existing floor levels have been raised. The rooms are in need of refurbishment. The first floor rooms to No. 5 extend over the top, but no evidence of a former doorway connection to No. 5 has been found. However, the rooms would benefit greatly from being brought into the care and use of No. 5.



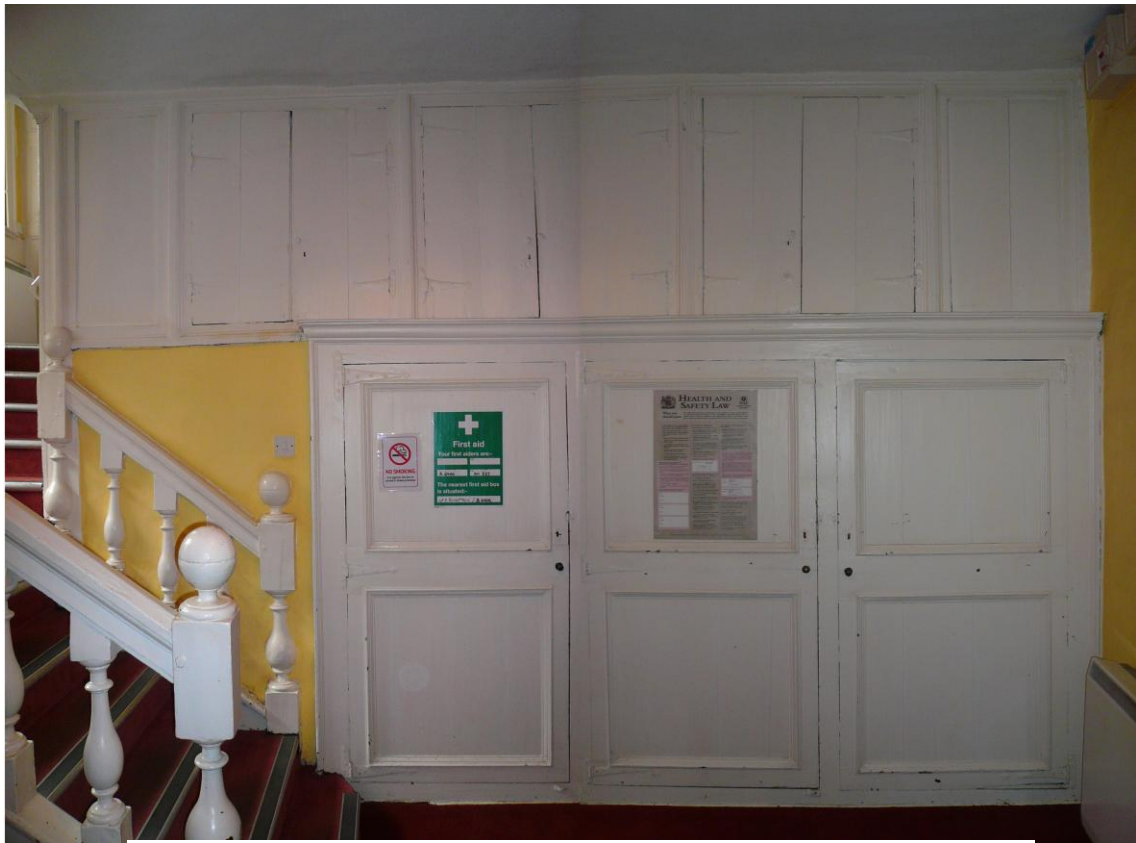
Independent access to the Gatekeeper's.



View of temporary props within Gatekeeper's.

The proposed works involve removing the rear wall of an existing late 17th/early 18th century cupboard within the entrance hall (G01) to No.5 and associated works to reconcile the level change between No.5 and the Gatekeeper's, to form a new dining room (G06). These can be summarised as follows:

- Bottom/toe rail to existing cupboard face to be carefully removed and fixed to the base of the door – the existing cupboard door to be retained.
- New opening to be formed in the wall to the rear of the cupboard and all necessary support provided. This will require the removal of the central stud exposed during the archaeological assessment (see *Archaeological Appraisal* prepared by Dr Harris). The outer studs are to be retained to give a structural opening 870mm wide.
- Modern partitions and raised floor within the Gatekeeper's to be removed.
- Existing timber first floor structure above G06 to be inspected by a structural engineer and necessary improvements made to the existing structure to enable the permanent removal of the temporary support posts.
- New plasterboard and skim ceiling finish to be provided to existing first floor joists to provide 30mins fire resistance.
- New floor within G06 to be provided – the existing brick floor finish to be taken up and set aside for reuse; the ground to be excavated and a new insulated and breathable limecrete floor provided. Proposed FFL to be equivalent to the lowest existing FFL. The extent of existing foundations will need to be investigated to determine the need for any underpinning.
- New steps to be formed from the new doorway into G06, mirrored by new steps to the existing external entrance door to G06 – balustrades to these stairs to form half-height screens between the circulation space and the dining area.



Elevation of cupboards within the entrance hall to No. 5 (G05).



Internal view of cupboards within the entrance hall to No. 5 (G05).

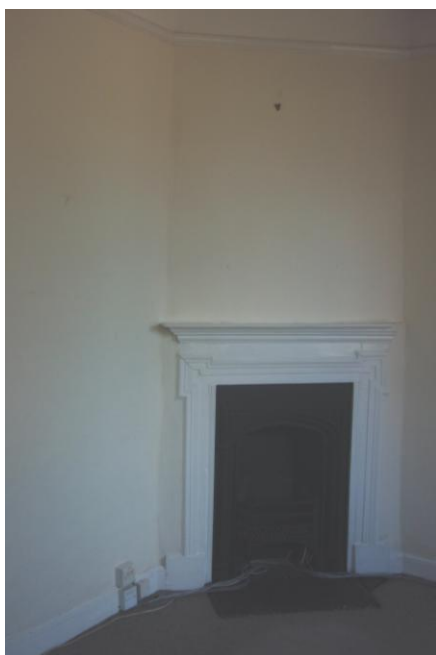
6.2 Improving sanitary accommodation (see 08.125-LL-SP-053 & 54)

Existing sanitary provisions are two mezzanine rooms with low headroom, one with a bath that was covered up until recently. The low headroom makes the provision of a shower in either of these rooms problematic. The aim of the proposed improvements is to provide: a cloakroom accessible to the main habitable rooms; a family bathroom accessible to the bedrooms on the second floor; a master bedroom en-suite; and, a guest bedroom en-suite.

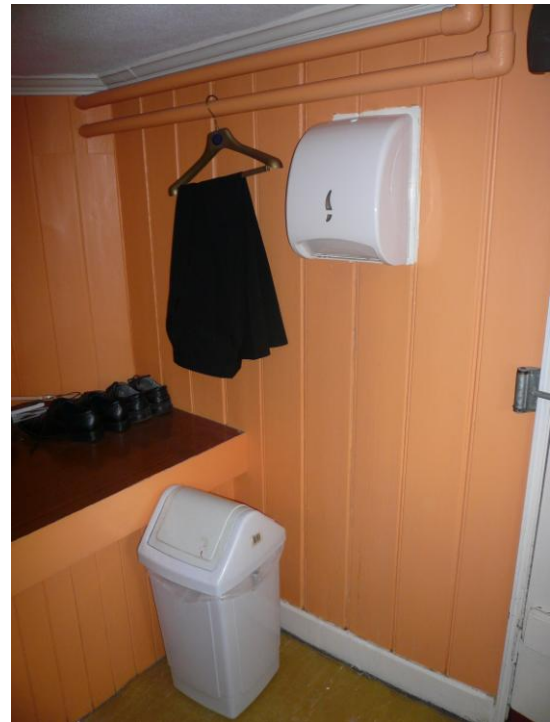
6.2.1 F02 Guest Bedroom, M02 En-suite & M01 Cloakroom

Alterations are proposed to connect the existing second floor mezzanine bathroom (M02) to the proposed guest bedroom (F02). These can be summarised as follows:

- Existing sanitaryware and associated pipework to M02 to be removed, with bath set aside for reuse.
- New opening to be formed within existing timber partition to F02. This will require the removal of a single stud (see *Archaeological Appraisal* prepared by Dr Harris).
- New opening to be formed in first floor structure to form new stair.
- New timber partitions to form new stairwell within depth of cupboard to M01 and M02 above. There may need to be some minor alterations to existing masonry to the rear of the existing chimney to F02 to accommodate the proposed stair. This will be identified and recorded.
- New timber cupboards to be formed within M01 in front of the existing cupboard doors, with a new rear panel of plasterboard on timber studs to provide 30mins fire resistance.
- New timber stair between F02 and M02 to be formed.
- New sanitaryware to be installed within M02, with associated pipework and drainage. Branch waste pipes to be connected to existing external syp.



View of fireplace within F02 showing site of proposed new opening.



Views of existing WC (M02) showing existing bath that was concealed until recently.

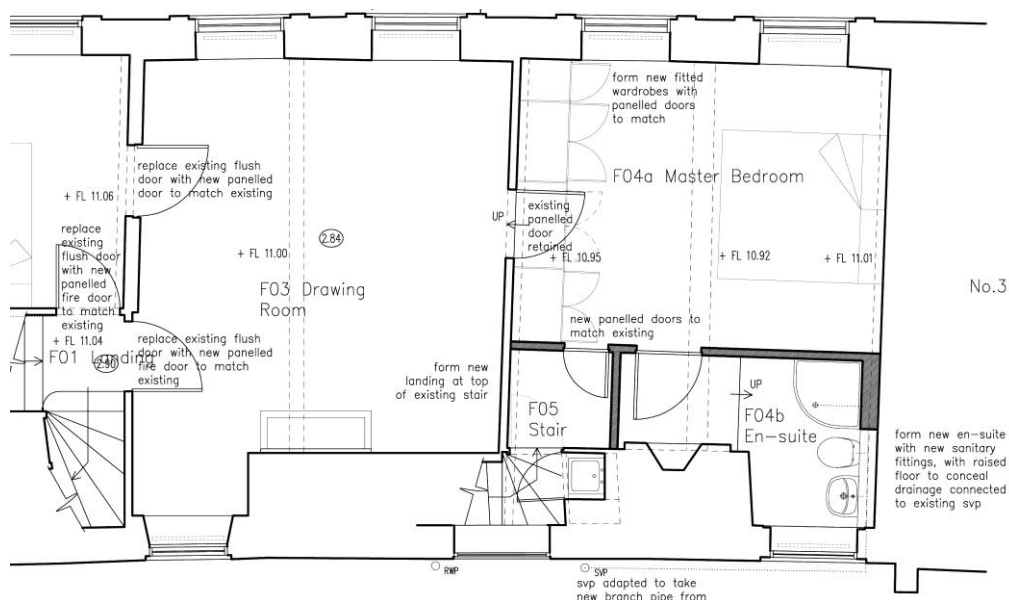


6.2.2 F04a Master Bedroom & F04b En-suite

Alterations are proposed to provide a new en-suite lavatory within the window alcove F04, to form a new Master Bedroom. These can be summarised as follows:

- New timber stud partitions to form new en-suite (F04b).
- New raised floor to be provided within F04b to conceal drainage thereby avoiding the need to alter existing floor construction.
- New sanitaryware to be installed within F04b, with associated pipework and drainage. Branch waste pipes to be connected to the existing svp, which will be adapted to suit.

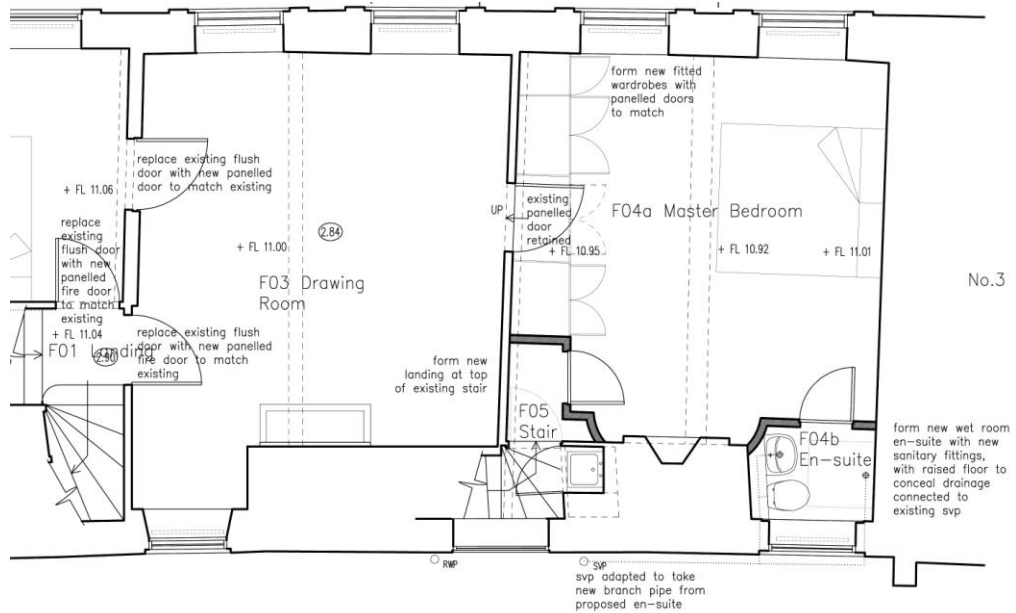
The proposals alterations to this room have been considered at length. Preliminary designs proposed dividing the room to form a master bedroom with a generous en-suite and an improved landing for the service stair, as shown below:



Preliminary proposals discussed with NCC and EH pre-application.

These designs were discussed on site with Kate Knights, Conservation Officer at Norwich City Council (NCC) on 21st June 2010 and David Eve of English Heritage (EH) on 23rd June 2010, and raised concerns with the proposed subdivision of this room.

Various alternatives were drawn up to further explore the provision of a more modest en-suite as follows:



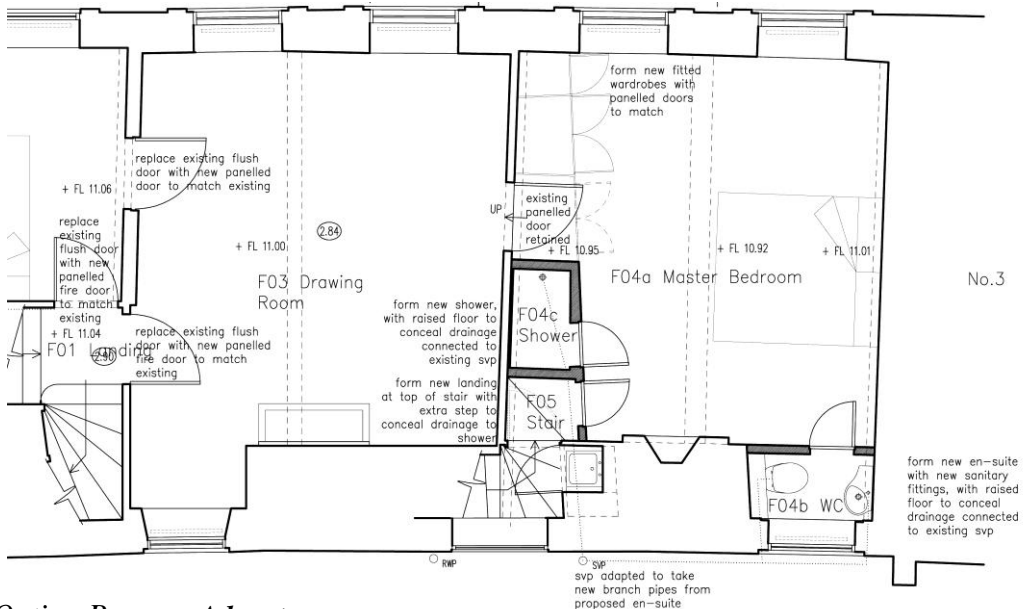
Option A

Advantages

- reasonable sized en-suite wet-room; good wardrobe space
- improved landing from service stair

Disadvantages

- no separate shower
- proportions of room altered significantly

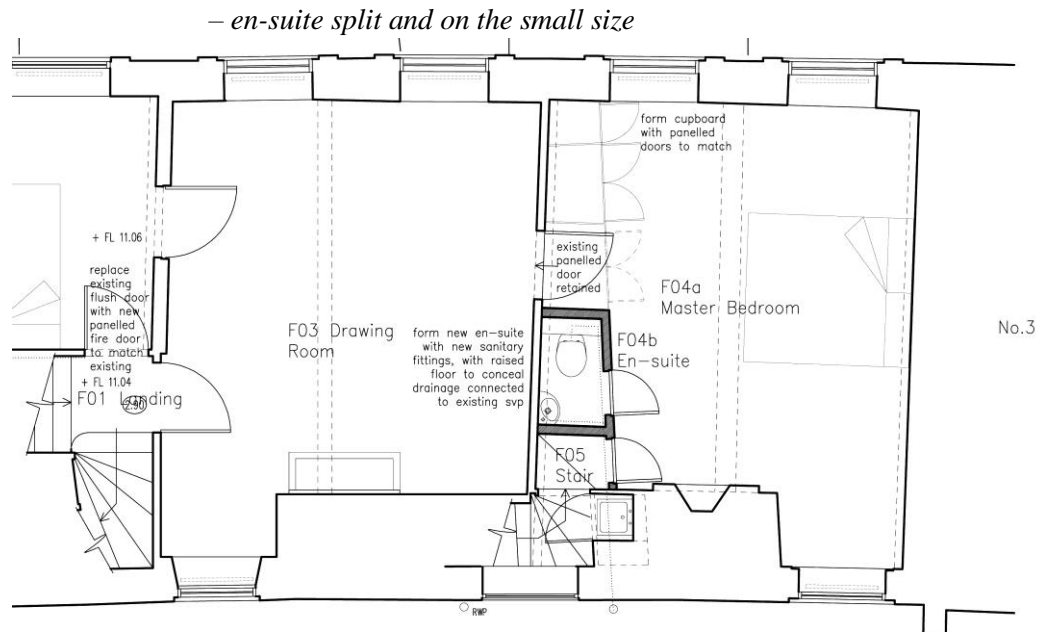


Option B

Advantages

- good fitted wardrobe space
- improved landing from service stair

Disadvantages

**Option C*****Advantages***

- double aspect retained and mirror plan form, albeit altered*
- improved landing from service stair*

Disadvantages

- no shower*

This exercise led EH to clarify that their concerns relate not only to how the proposals impinge on the architectural features, but also to how they affect the physical relationship between them and advised omitting the en-suite.

However, the inclusion of an en-suite bathroom within this room is an important part of the proposals. A house of this size and quality needs a generous master bedroom with an en-suite facility. This room was identified as the most suited to a master bedroom, having appropriate proportions and the most suitable location within the house. The one drawback of this room is the location of the existing bathrooms, which are all sited at the other end of the house. To avoid compromising the lettability of the house, the master bedroom needs an en-suite, ideally with a shower or bath.



View of the fireplace and service stair door to F04.

The views of EH and NCC have been taken on board. Proposed improvements to the landing at the top of the service stair have been abandoned and, notwithstanding the desire to provide a shower or bath, a compromise for the en-suite is proposed, with provision of a small cloakroom within the window reveal.

The proposals will impact nominally on the relationship of the existing architectural features: the double aspect will be lost and the interpretation of the room altered slightly, with its plan form no longer mirroring the central (F03) room. However, the proposals do not require historic fabric to be altered, they are reversible and they will have a modest impact on the proportions of the room.

6.2.3 S02a Bedroom & S02b Family Bathroom

Alterations are proposed to restore the proportions of S02 at the front of the property, by removing the modern partitions, and provide a new family bathroom to serve the second floor bedrooms.

- Existing 19th century partitions to S02 to be removed.
- New timber partitions to form S02a and S02b, with improved landing arrangements at the top of the stair (S01). The existing fireplace within S02 to be concealed within these partitions in situ. The new partition between S02a and S03 will restore the proportions of these rooms.
- New sanitaryware to be installed within S02b, with associated pipework and drainage. Branch waste pipes to be connected to existing external svp, which will need to be adapted to suit the new connections.



Views of S02 looking south (above, showing the fireplace to be concealed on the right) and north (below).



6.3 Providing new kitchen & utility rooms (*see 08.125-LL-SP-053*)

The rooms that form the single storey arm at right angles to the main building (G04 and G05) lend themselves to the proposed use of kitchen and utility room: the rooms are suitably sized for the proposed use, leaving the large rooms within the main part of the house as reception rooms; and, there is an existing drain run to the west. New fittings are to be provided with associated drainage, with waste connected into existing drain run. Existing features including fireplaces and panelling will remain intact.



View of proposed kitchen (G04) looking south (above) and north (below), showing panelling.





View of proposed utility (G05) looking south towards fireplace.



View of proposed utility (G05), showing damp to west wall where external ground levels are 1m above internal finished floor level. Works to improve conditions are described below (see 6.7.1).

6.4 Replacement/removal of modern doors and unsightly secondary glazing (see 08.125-LL-SP-053 & 54)

The existing internal doors are a mixture of historic painted timber panelled doors and modern painted flush doors, some of which are glazed with Georgian wired glass. Ironmongery is an eclectic mixture. All historic doors are to be retained. All modern flush doors are to be replaced with painted timber panelled doors to match existing. Doors leading onto the main stair need to be 30mins fire rated; existing doors are to be upgraded where necessary. Where alterations to doors or windows are proposed, ironmongery is to be regularised, with historic fittings retained/reused.

Secondary glazing has been added to windows to the north elevation. This is generally unattractive and detracts from the interiors. The proposals include removing this secondary glazing and overhauling the existing sash and casement windows, and the interior and exterior shutters to bring them back into use (see 6.7.1 iii below).

6.5 Improvements to the security of the openings along St Faith's Lane

With St Faith's Lane generally unpoliced, the security of the building along the south elevation needs to be addressed. Properties along this lane generally have security grilles over windows. Glass within No.5 is smashed regularly by vandals. There are three ground floor windows along this lane and works are proposed as follows:

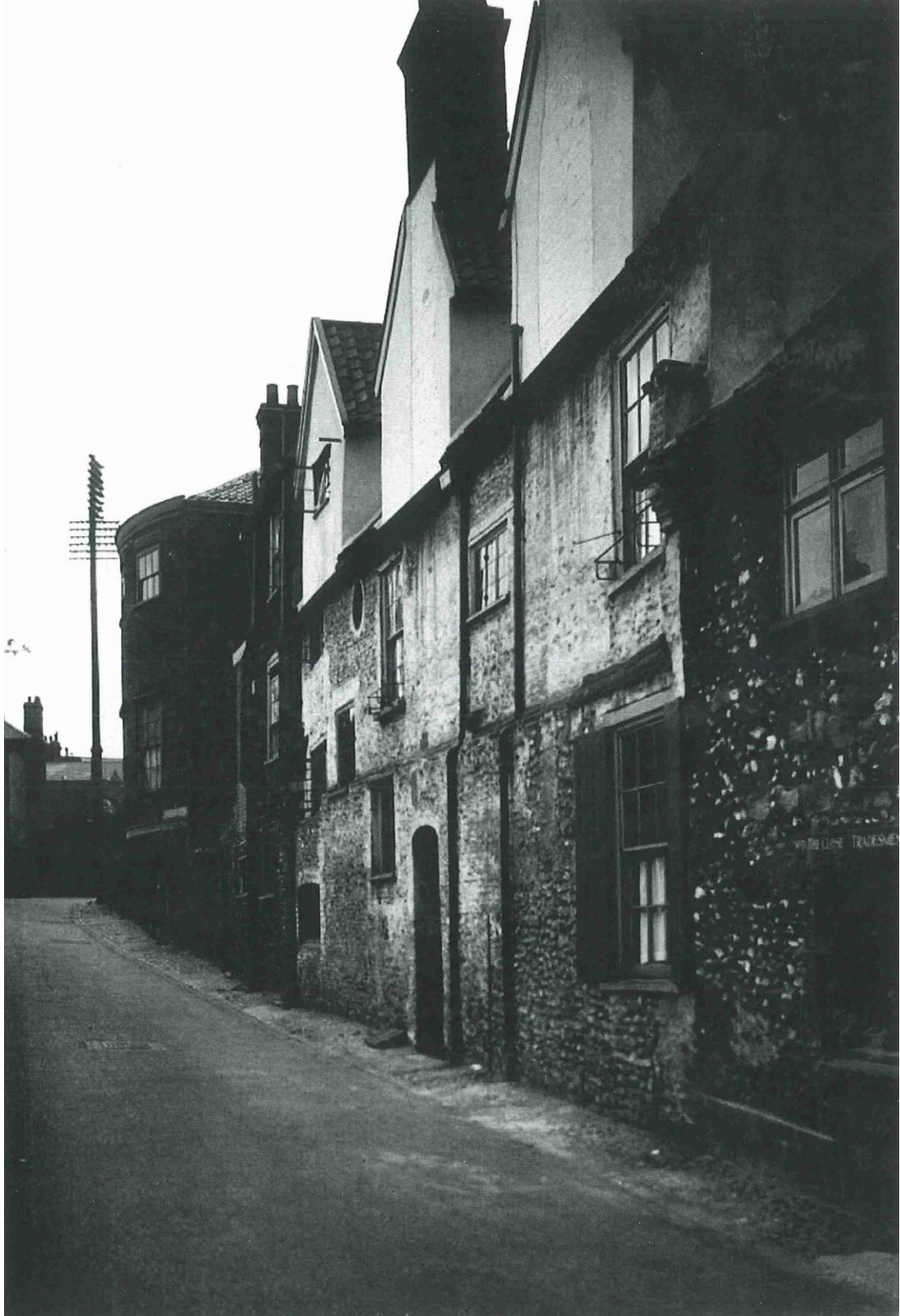
- i. To G06 (proposed dining room), fixed light – reglaze window to proposed dining room (G06) with clear security glass (presently, Georgian wired glass).
- ii. To G01 (entrance hall), fixed light – repair broken panes.
- iii. To G02 (proposed sitting room), boarded sash window – remove boarding and overhaul window and window shutters (including external shutters in storage); provide new external security grille to detail.



View along St Faith's Lane, looking southeast.



Detail view of boarded sash window to G02.



Photograph of rear of property showing external shutters to G02 sash widow. Proposals include overhauling and reinstating these shutters, which are in storage.

6.6 Upgrade mechanical and electrical installations

Building services have proliferated while the building has been under office use, resulting in an unsightly jungle of wires, and these need to be entirely stripped out. New services to be installed throughout, with services generally chased to avoid the proliferation of wiring evident at present. The following principles to be observed: to avoid of visual impact of services on architectural features; to minimise damage to historic fabric; to locate and design visible elements to be as unobtrusive as possible; and, where impact on significant features and for spaces is unavoidable, to ensure the design of visible elements is of a quality appropriate to the setting.

6.6.1 Heating & hot water

Existing electric heaters to be removed. New gas-fired boilers to be installed to supply new domestic hot water system/heating system. Solar collectors are proposed for the south (rear) side of the roof to provide the best part of the domestic hot water.

6.6.2 Electrical Installation

Building to be re-wired to comply with current standards. All wiring to be to be concealed within wall chases. To comply with Approved Document Part F, mechanical extracts will be required within the proposed family bathroom (S02b) and master bedroom en-suite (F04b). Subject to investigation within the roof space, extracts to terminate in new roof tiles vents to the sides of the dormer windows.

6.7 Improvements to building fabric

6.7.1 Improvements to retained thermal elements to comply with Building Regulations (Approved Document Part L1B)

- i. Improved insulation of external walls through internal lining is compromised by the presence of wall panelling, window shutters, and door cases and architraves.
- ii. Low ceiling heights preclude lining the underside of the ceiling on the second floor. However, opportunities to improve insulation within the roof space will be explored.
- iii. Existing single-glazed windows to be overhauled and additional draughtproofing provided. Existing external and internal window shutters to be overhauled and brought back into use to improve thermal performance at night.

6.7.2 External works

New French drain to be provided immediately to west of proposed utility to alleviate damp problems, subject to investigations.

7.0 Appearance and Materials

No extensions or demolitions are proposed, so the external appearance would remain unchanged, bar alterations to foul drainage to the south facade and the addition of solar collectors on the south side of the roof. These would have no impact on the appearance of the property from within The Close.

Internally, new finishes will comprise plaster to walls and ceilings, and reused brick flooring to G06. New painted timber panelled doors will be selected to match existing panelled doors.

Electrical and mechanical installations will be carefully sited and routed and chased as far as possible to minimise their impact on the internal appearance.

8.0 Scale

No extensions or demolitions are proposed, so the scale would remain unchanged.

9.0 Landscape

I no. parking space to be allocated to the west of the kitchen/utility as shown on drawing no. 08.125-LL-SP-053. New French drain to be provided immediately to west of proposed utility to alleviate damp problems subject to investigations.

No alterations to the garden/landscaping to the northeast of the property are proposed.

10.0 Access

No alterations to improve or worsen present access arrangements are proposed. The path to the northeast is essentially level. There are steps at the northern end, where the path steepens to 1 in 12. The route to the allotted parking area steepens to 1 in 9.

There is a 30mm level change between inside and outside at the front door. Once inside, the ground floor sitting room, kitchen and utility room are wheelchair accessible. The building is, however, inherently unsuited to adaptation to enable wheelchair access to upper floors, with sanitary accommodation off stairs and level changes throughout.

11.0 Drawings

Drawings submitted for Planning Application for Change of Use & Listed Building Consent

08.125-LL-XP-001 Location Plan

08.125-LL-XP-002 Site Plan

08.125-LL-XP-013 A Ground & First Floor Plans as Existing

08.125-LL-XP-014 A Second Floor, Basement & Roof Plans as Existing

08.125-LL-XE-015 A Elevations as Existing

08.125-LL-XE-016 A Sections as Existing

08.125-LL-SP-053 A Ground & First Floor Plans as Proposed

08.125-LL-SP-054 A Second Floor, Basement & Roof Plans as Proposed

08.125-LL-SE-055 A Elevations as Proposed

08.125-LL-SE-056 A Sections as Proposed

Additional drawings submitted for Listed Building Consent showing new opening in ground floor cupboard to link No.5 to the Gatekeeper's

08.125-LL-XZ-021 B	Ground Floor Plan as Existing
08.125-LL-XZ-022 B	Elevation & Long Section as Existing
08.125-LL-XZ-023 B	Cross Section as Existing
08.125-LL-SZ-101 B	Ground Floor Plan as Proposed
08.125-LL-SZ-102 B	Elevation & Long Section as Proposed
08.125-LL-SZ-103 B	Cross Section as Proposed

FREELAND REES ROBERTS ARCHITECTS
September 2010

5 THE CLOSE, NORWICH

STATEMENT OF JUSTIFICATION FOR PROPOSED ALTERATIONS TO FIRST FLOOR ROOM (F04) TO 5 THE CLOSE FOR SUBMISSION FOR CHANGE OF USE & LISTED BUILDING CONSENT

1.0 Introduction

This document has been prepared at the request of Norwich City Council to accompany a planning application for the change of use for 5 The Close and for listed building consent to carry out alterations to facilitate this change of use. The application is made on behalf of the Chapter of Norwich Cathedral. The application reference number is 10/01758/L.

2.0 Listing

5 The Close is a Grade II* listed building within the cathedral precinct on the site of the former Almoners Barn. It lies within the City Centre Conservation Area, created in October 1992 by Norwich City Council under the *Planning (Conservation Areas and Listed Buildings) Act 1990* to cover the whole of the city within the mediaeval walls. The conservation area is sub-divided into thirteen character areas and the cathedral precinct falls within the Cathedral Close Character Area. The cathedral precinct is a legally defined area designated under the *Care of Cathedrals Measure 1990*. The adjacent buildings are also Grade II*.

3.0 Summary

English Heritage has been consulted on the application and their written advice received: 10th December 2010 (ref: L00094576). English Heritage have accepted the principle of the change of use from Offices (B1) to Residential (C3). They have also accepted the proposed alterations to form a new dining room (G06) and en-suite bathroom (M02) to the proposed guest bedroom (F02). English Heritage has made an objection to the principle of subdividing room F04 (the proposed master bedroom). This statement considers the subdivision of this room to further support the planning application.

4.0 Significance of Room F04

Room F04 is the easternmost room of the first floor. The existing plan form is 17th century, and mirrors that of the central, adjacent room. The room is double aspect with two sash windows overlooking the Cathedral Close to the north and a single sash window overlooking St Faiths Lane to the south. This latter window is set back from the adjacent chimney breast, forming an alcove. There are three north-south transverse beams, a central beam and one along each of the side walls. The room is a principal room and survives intact.

5.0 Design Development

5 The Close has three floors of accommodation, with three habitable rooms on the second floor, three on the first and, once altered, two on the ground floor, giving eight in total. It was considered that a reasonable distribution of these habitable rooms would be to designate three as reception rooms and the remaining five as bedrooms. With three bedrooms on the second floor, two needed to be located on the first floor.

The first floor has three habitable rooms: two are accessed off the main stair – the westernmost (F02) and the central (F03) rooms; the easternmost room (F04) is accessed through the central room or via the service stair. These access arrangements make the central room the least suited to form a ‘private’ bedroom. The easternmost room was identified as the most suitable for a master bedroom; it is a well-proportioned large room. The westernmost room is smaller and so lends itself to the designation as a guest bedroom.



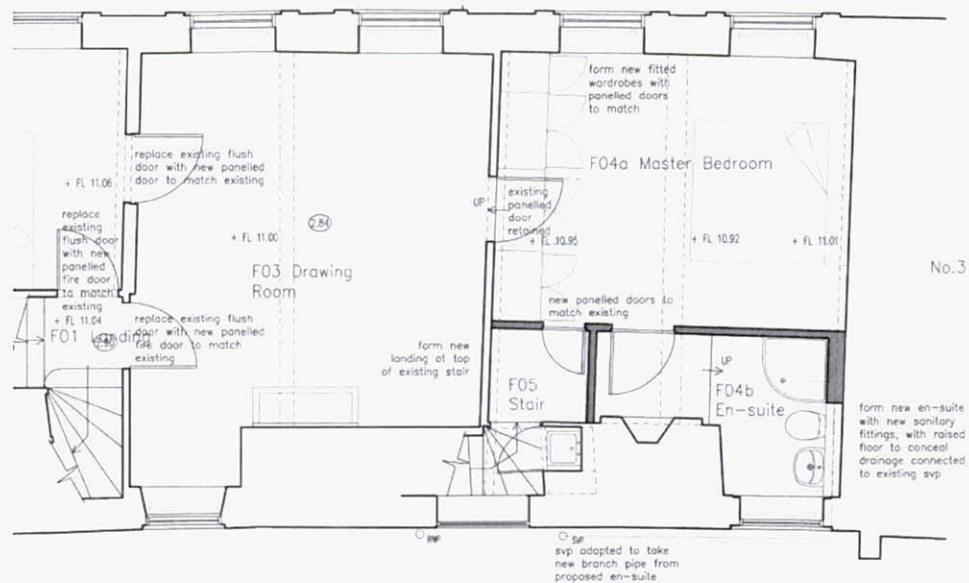
View of the fireplace and service stair door to room F04.

Presently, there are two wet rooms: a mezzanine cloakroom (M01) between the ground and first floor, and a mezzanine bathroom (M02) between the first and second floors. The former is well positioned to serve as a cloakroom for visitors and residents when occupying the ground or first floor reception rooms. The latter has very low headroom and is too small to serve a house of this size as the only bathroom. These limitations led to proposals to form a new family bathroom on the second floor. The new second floor bathroom (S02b) will serve the three second floor bedrooms. This principle of this provision has been accepted by English Heritage.

Providing bathroom facilities for the proposed first floor bedrooms has been considered at great length. The mezzanine bathroom (M02) is conveniently sited for the guest bedroom (F02). In its current configuration it offers no privacy, being accessed from a ‘public’ part of the main stair. The proposed alterations will enable it to become an en-suite for the guest bedroom, accessed from within the bedroom and offer a maximum level of privacy.

The master bedroom is *without* good access to a bathroom or even cloakroom: access is either via the service stair, down and then up the main stair, or through the central reception room (F03). Neither route is considered to be suitable for a house of this quality. Thought was given to designating the guest bedroom (F02) as the master bedroom, but this was discounted on the grounds that in a house of this size the room would be too small to be a master bedroom. So thoughts turned to providing an en-suite within the room (F04) itself.

The preliminary wish list was to provide an en-suite with a shower, wc and washbasin. Early designs proposed dividing the room to form a generous en-suite, an improved landing for the service stair and fitted wardrobes along the west wall, as shown below.



Preliminary proposals

These designs were discussed on site with Katherine Knights, Conservation Officer at Norwich City Council (NCC) on 21st June 2010 and David Eve of English Heritage (EH) on 23rd June 2010. Their initial response was that the proposed subdivision was unacceptable. Their concerns were understood and accepted. The subdivision would have a significant impact on the proportions of the room and the reading of the room would be much altered: the fireplace would be removed from the principal room, the central beam would no longer be central, the proportions would be much reduced, and the mirror plan form would no longer be legible.

Various alternatives were drawn up to further explore the provision of a more modest en-suite as a compromise solution.

Option A

The first of these options reduced the size of the proposed en-suite, to form a wet-room rather than a separate shower, built-in wardrobes and an improved landing to the service stair. Functionally, this option was less satisfactory with the resulting en-suite a little too cramped. In addition, this option did not significantly improve the impact on the room: the fireplace would be retained within the principal room, but its reading would be altered with the chimney breast no longer a prominent presence within the room. The introduction of the wardrobes again would make the central beam off-centre, the proportions would be much reduced and the mirror plan form illegible. Finally, the curved walls around the fireplace would introduce a new language. It was concluded that this option offered little benefit and significant harm.

Option B

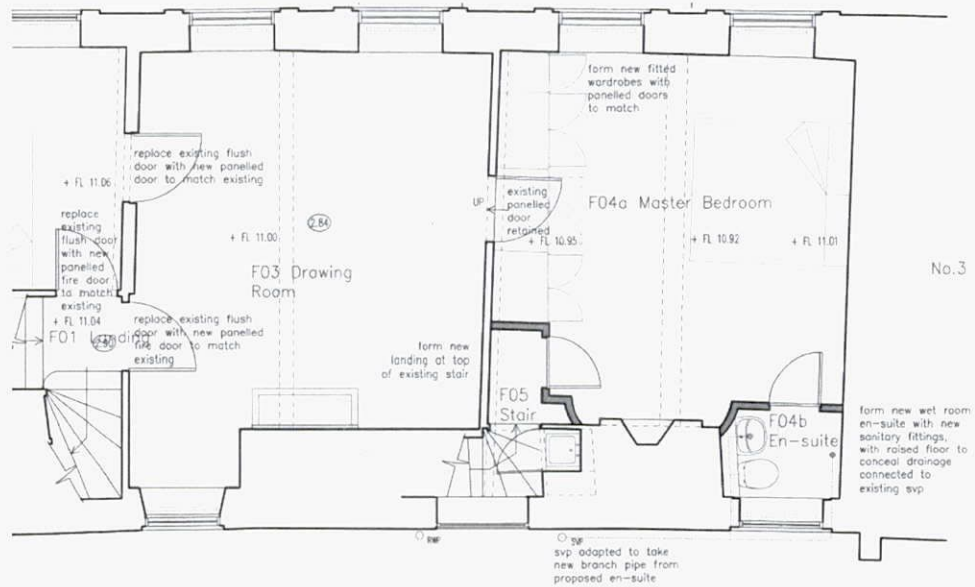
The second option proposed a split en-suite: a simple wc and washbasin cloakroom within the window alcove, and a separate shower forming part of a fitted wardrobe installation along the west wall. Alterations to the service stair would assist with the drainage and marginally improve the landing. Functionally, this option provided a good level of facilities. However, the impact on the room would still be significant: the introduction of the wardrobes makes the central beam off-centre, the proportions would be much reduced, and the mirror plan form is illegible. The reading of the fireplace be altered with the chimney breast no longer a prominent presence within the room and the double aspect lost. It was concluded that this option offered much in the way of benefit, but at an unacceptable cost to the significance of the space.

Option C

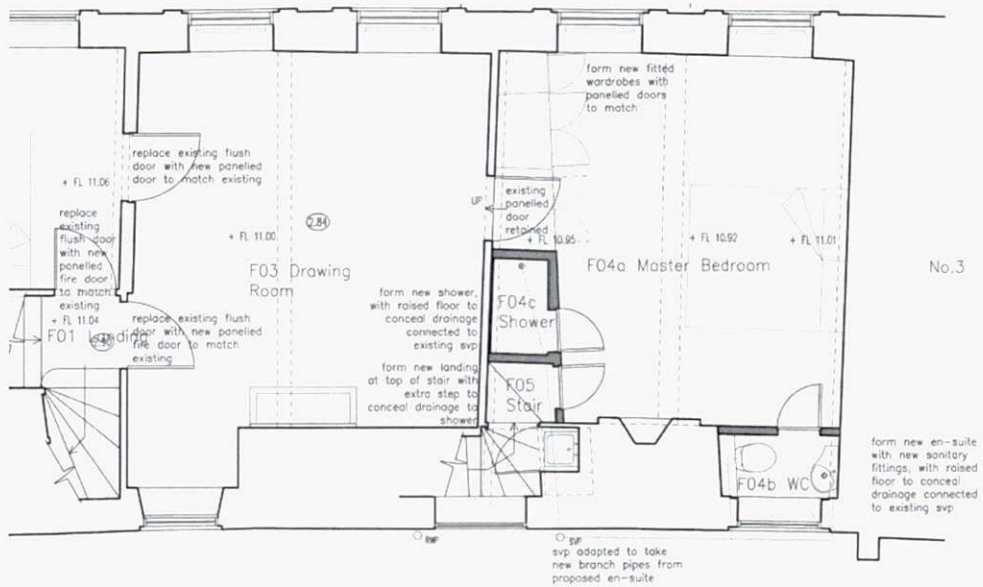
The third option proposed a simple wc and washbasin cloakroom forming part of a fitted wardrobe installation along the west wall. Again, the service stair landing would be marginally improved to accommodate drainage. The provision of a cloakroom rather than a shower room is less desirable, but the option retains, in essence, the mirror plan form. However, the impact on the room is still significant: with the fitted wardrobes making the central beam off-centre and altering proportions of the room.

Final Proposal

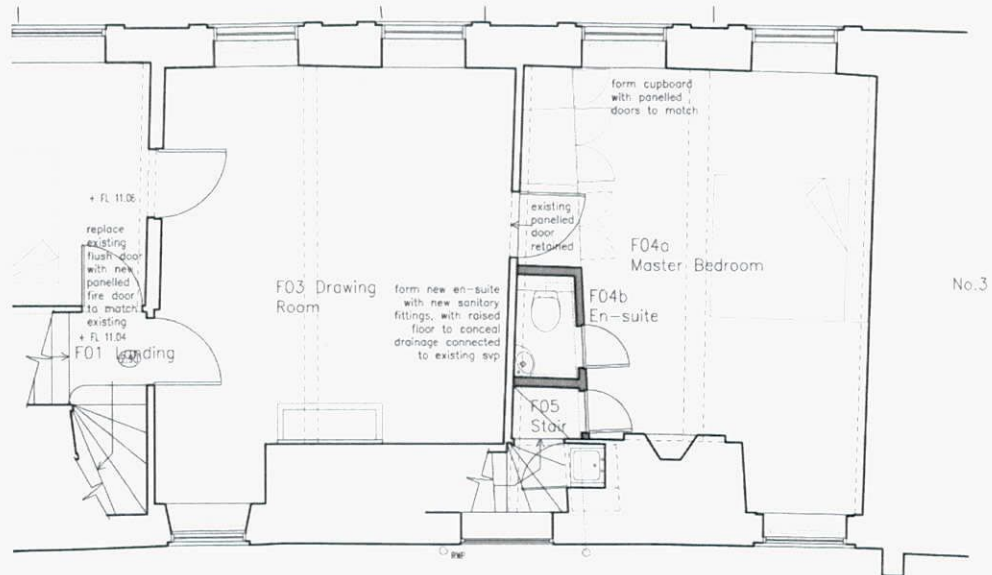
The final option, the scheme as submitted for listed building consent proposes a simple wc and washbasin cloakroom within the window alcove. This provides a much compromised but acceptable level of private washing facilities for the master bedroom. It also has less of an impact on the proportions of the room and keeps the central beam central. The presence of the fireplace might be affected by the loss of the window alcove from the room. The fitted wardrobes have been omitted in favour of freestanding furniture.



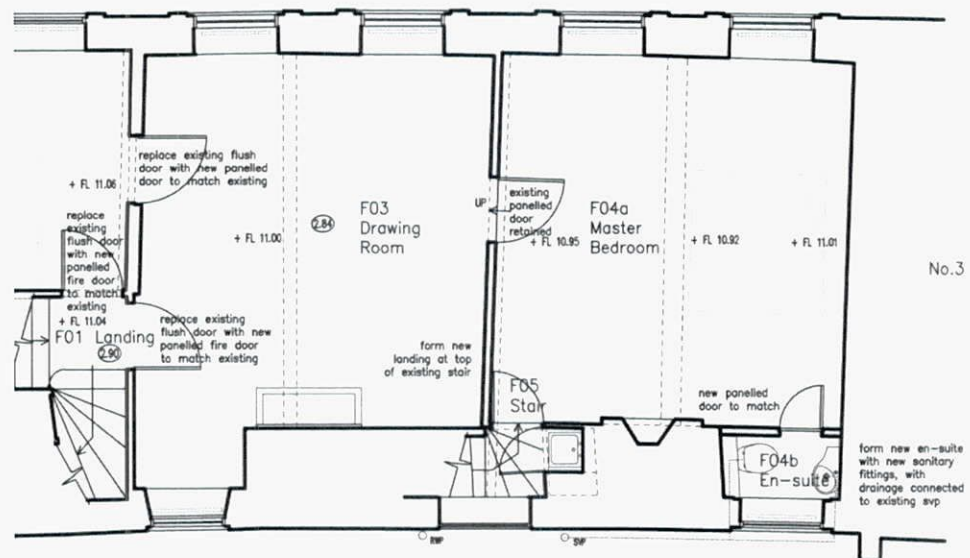
Option A



Option B



Option C



Final Proposal

6.0 Discussion

All the options were discussed with English Heritage prior to the submission and their response was that contained within their written advice, that the inclusion of *any* form of en-suite is considered to cause harm or loss to significant fabric. However, the final proposal *will not* cause any physical harm to or loss of building fabric, except for the addition of drainage through the external wall. The effect of the alterations can be summarised as follows:

- i. The fireplace will remain within the principal room. The presence of the fireplace will be altered as the return wall will no longer be visible. (The understanding of the depth of the chimney breast will be retained as access either side of chimney breast will be retained.)
- ii. The proposals will not affect the central beam, which will remain central.
- iii. The original plan form will not be fully legible. This plan form mirrored in the adjacent room (F03) and found in the room below (G02) will remain, so it will not be difficult to imagine the altered room as originally intended. The alterations will be reversible so the plan form can be reinstated at some future date.
- iv. The affect on the proportions will be low: facing north, the proportions will remain as existing.
- v. The dual aspect to the room will be lost. This will affect the quality of light entering the principal room, but at a time of day when the room is not in use. The loss of the view out to St Faiths Lane is not thought to be significant: the view might be regarded as insignificant and as detracting from the space.

7.0 Planning Policy

PPS5 Policy HE9.1 states that there should be a “presumption in favour of the conservation of designated heritage assets”, given that once lost “heritage assets cannot be replaced and their loss has a cultural, environmental, economic and social impact”. The policy goes on to say that “Substantial harm or loss to [grade II* listed buildings]... should be wholly exceptional”. Policy HE9.2 states that where substantial harm or loss is proposed, it should be refused consent unless this harm or loss is “necessary in order to deliver substantial public benefits that outweigh the harm or loss”. Policy HE9.4 states that where a proposal has a harmful impact consideration should be given to the public benefit the proposal brings against the harm.

It is considered that the proposals do not constitute substantial harm as they do not result in any loss of historic fabric. It is accepted that the proposals will have an impact on the significance inasmuch as the reading of the space and the relationship of the features will be altered. However, the proposals are reversible and the original form of the room could be reinstated without causing any harm to the historic fabric. The significance will not be lost irretrievably, but will be temporarily out of sight.

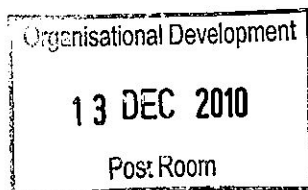
The property will be retained by the Chapter of Norwich Cathedral and let to tenants, as with other properties within the Close. The refurbishment of the property is needed to secure the long-term care of the property and the reversion to a dwelling is the best model for this long-term care. However, the success of letting the property will be significantly compromised if there is *no* private access to washing facilities for occupants of the master bedroom. The proposals are a compromised solution as they will not provide private access to a shower or bath. Nevertheless, it is considered that the minimum facilities proposed will be of considerable benefit to the occupants of the house. Given that the proposed alterations to form an en-suite will neither harm the historic fabric nor affect the building’s setting or that of the adjacent Grade II* listed buildings, it is argued that the benefit of the reversible proposals outweighs the harm.

FREELAND REES ROBERTS ARCHITECTS
December 2010



ENGLISH HERITAGE
EAST OF ENGLAND REGION

Miss Sarah Platt
Norwich City Council
City Hall
St Peter's Street
Norwich
NR2 1NH



Direct Dial: 01223 582721
Direct Fax: 01223 582701

Our ref: L00094576

10 December 2010

Dear Miss Platt

Notifications under Circular 01/2001, Circular 08/2009 & GDPO 1995
5 THE CLOSE, NORWICH, NORFOLK, NR1 4DH
Application No 10/01758/L

Thank you for your letter of 9 November 2010 notifying English Heritage of the above application.

Summary

This application proposes a series of internal alterations to the grade II* listed building in order to convert it from office to residential use. The introduction of an en suite bathroom into one of the principle rooms is harmful to its significance.

English Heritage Advice

These proposals have been the subject of pre-application discussion with English Heritage and we have accepted the principle of the change of use. No. 5 is a complex, multi-phase building that in its present form comprises a series of units. The method of linking the Gatekeeper's will result in the loss of historic fabric, but does enable the integration of what would otherwise be an element of building for which an independent viable use would be difficult to find. Using the existing cupboard is an ingenious approach that leaves the stair hall, one of the main spaces in the building, visually unaffected.

Bedroom F04 is one of the principle interiors in the building. The proportions of the room, the presence of a fireplace and its relationship to doors and windows with views of the Close suggest that it was a room of status and quality. Subdivision of this room will affect its significance by altering the relationship of features within it and affecting a reading of its historic qualities.



24 BROOKLANDS AVENUE, CAMBRIDGE, CB2 8BU
Telephone 01223 582 700 Facsimile 01223 582 701
www.english-heritage.org.uk

English Heritage is subject to the Freedom of Information Act. All information held by the organisation will be accessible in response to a Freedom of Information request, unless one of the exemptions in the Act applies.



ENGLISH HERITAGE
EAST OF ENGLAND REGION

The creation of en suite facilities in room F04 has been discussed prior to the submission of this application and a variety of methods of dividing the room have been proposed. Such is the importance of this part of the grade II* listed building that all of these have a harmful impact on its significance. The submitted version isolates a window from which a view of St. Faith's Lane can be had and diminishes the presence of the chimney breast in the room.

PPS5: Planning for the Historic Environment policy HE9.4 requires evidence that public benefit is delivered to justify works that are harmful to the significance of historic building. In this case it has been stated that the en suite facility in room F04 is necessary for the conversion of the building as a whole to residential use, but the applicant has not demonstrated this. Elsewhere in the building the refurbishment of bathroom facilities has been accepted along with the creation a new WC. The en suite in F04 may be desirable, but is not necessary to deliver any public benefit. The scheme could in fact be implemented without the en suite in F04 and the property marketed at an appropriate price. The application does not mount a justification for the harmful impact in terms of PPS5 and we would therefore recommend the application is refused consent.

Recommendation

While the principle of adapting this grade II* listed building to residential use has been accepted along with the creation of new bathroom facilities, the proposed en suite in room F04 is harmful to the significance of one of the main interiors in the building. No compelling justification has been presented for these works to satisfy PPS5 criteria. We would therefore object to the application and recommend consent is refused.

Yours sincerely

p.p. Andrew Nothriead

David Eve

Inspector of Historic Buildings

E-mail: david.eve@english-heritage.org.uk



24 BROOKLANDS AVENUE, CAMBRIDGE, CB2 8BU

Telephone 01223 582 700 Facsimile 01223 582 701

www.english-heritage.org.uk

English Heritage is subject to the Freedom of Information Act. All information held by the organisation will be accessible in response to a Freedom of Information request, unless one of the exemptions in the Act applies.