

DELEGATED OFFICER REPORT

PROPOSAL	Listed Building Consent application for Change of Use of Solicitors office to 1 bedroom apartment and associated works. (Retrospective)
LOCATION:	10 South Street, Havant, PO9 1DA
REFERENCE NO:	APP/25/00385
APPLICANT:	Littlestone Properties Bedhampton LTD
APPLICATION TYPE:	Listed building consent (Alt/Ext)
CONSULTATION EXPIRY DATE:	
APPLICATION EXPIRY DATE:	30/07/2025
WARD:	St Faiths
SUMMARY RECOMMENDATION:	Approve with Conditions

1. Site Description

- 1.1 The application site is located on South Street in Havant. It comprises an end of terrace, two-storey property of brick and tile construction. It dates back to the C18 and forms a row of cottages along with No's 4, 6 and 10 which are all Grade II listed as a collective.
- 1.2 The listing description is as follows:
- 1.3 *'Row of 4 cottages. C18. Brick, with a tile roof. 2 storeys, 4 windows. Brick dentil eaves. The walling to 4 and 6 has blue headers with red flush dressings, quoins, verticals, rubbed cambered arches, plinth of red Flemish bond with blue heads: 8 and 10 has red brickwork in Flemish bond with blue headers, rubbed cambered red arches. 5 old sashes in exposed frames, 1 Victorian sash, 1 early C19 casement. Plain doorways'.*
- 1.4 The application is also located within the St Faiths Conservation Area, which is a designated heritage asset.
- 1.5 The surrounding land uses a primarily residential in nature. Havant town centre is a short distance to the north and contains commercial and leisure uses.

2. Planning History

APP/25/00386 Retrospective application for change of use from solicitors office to one bedroom residential property.
Currently Under consideration.

3. Proposal

Listed Building Consent is sought to regularise the change of use of a former solicitors office to 1 bedroom dwelling. Further works are proposed to replace an existing unlawful uPVC window with a slimline timber framed window, replace existing plastic pipework with metal pipework and replace an external door.

4. Policy Considerations

In accordance with Section 38 (6) of the Planning and Compulsory Purchase Act 2004, this decision has been taken having regard to the policies and proposals in the National Planning Policy Framework, the Development Plan, and all other material planning considerations identified in the Planning Considerations section of the report.

Havant Borough Council Borough Design Guide SPD December 2011

Havant Borough Local Plan (Core Strategy) March 2011

CS11 Protecting and Enhancing the Special Environment and Heritage of Havant Borough
CS16 High Quality Design

Havant Borough Local Plan (Allocations) July 2014

Policy AL1 Presumption in Favour of Sustainable Development
Policy DM20 Historic Assets

Listed Building Grade: 2
Conservation Area: St Faiths

5. Statutory and Non Statutory Consultations

Conservation Officer – First comment: Objection

The proposed change of use of the building from office to residential has already been implemented. Internally, in terms of physical works undertaken, this has included a subdivision of a first-floor space to include an upstairs wc. This is not considered to be harmful to the significance of the listed building, nor the conservation area.

The existing external south elevation comprises exposed historic brickwork in Flemish Garden bond, with scattered blue headers and there is evidence of a bricked-up window with an arched brick header. This detailing adds to the architectural significance of the listed building and the conservation area. The works which have been carried out include the installation of new plastic pipe work and the replacement of an existing, GF window with a double glazed, uPVC replacement. The plastic pipework is not in keeping with the historical character of the building and no effort has been made to conceal this. It also contrasts with the cast iron drainpipe on the front corner of the building. As it stands, this pipework is harmful to the listed building (less than substantial harm).

Prior to its replacement, the existing window was single glazed and had a wooden frame, however it was not historic in character when compared to the original windows on the front elevation. The replacement window is uPVC, which is out of keeping with the character of the property. As it stands, this is harmful to the listed building (less than substantial harm).

In order for the application to be supported from a heritage perspective and remove the harm currently being caused, my recommendation would be to consider the reconfiguration of the pipework and replace this with either cast iron, or a cast aluminium. With regards to the window, this needs to be replaced with a wooden frame version with either single glazing, or slimline style double glazing.

As submitted, the works carried out result in less than substantial harm to the listed building and the St Faiths Conservation Area and fail to meet the tests set out in S16, S66 and S72 of the Planning (Listed Building and Conservation Areas) Act 1990 and the relevant parts of the NPPF and the adopted Local Plan.

Conservation Officer: Second comment: No objection

Having checked all the revised plans, I confirm I am happy with the annotation that the window is to be altered to a wood frame, slim line double glazed unit and the pipework will be painted with a matt black finish. I also confirm I am happy with the replacement door.

I do think we need a condition which specifies a time limit for when the replacement window / matt black finish on pipework needs to be completed by, as if it's not done within that specified time period, we have recourse for enforcement action. What are your thoughts?

Historic England
No specific advice

6. Publicity and Community Involvement

This application was publicised in accordance with the Council's Local Code of Corporate Governance and the Statement of Community Involvement.

Publicity Type	Publicity Details	Start Date	End Date	Reasons
Site Notice	First site notice	06/06/2025	27/06/2025	Is in conservation area/affects a listed building
Press Notice	First press notice	13/06/2025	04/07/2025	Is in conservation area/affects a listed building

Ward Members – no comments received

Neighbouring properties consulted (as defined by the Statement of Community Involvement)

Number consulted: 13

One objection has been received from Havant Civic Society

This is a retrospective application relating to a listed property. We have no concerns about the change of use but we do object to one of the changes made during the refurbishment of this property. There is a prominent window on the south elevation which prior to the refurbishment appears to have a Crittal type metal frame (see image below). This has been replaced by uPVC window which is totally unsuitable for a listed property.

Had the applicant followed the correct procedure and sought advice from Havant Borough Council before starting work, we are certain that he would have been told to leave the existing window as it was. We feel strongly that the uPVC window should be removed and replaced with one that either replicates what was there before or is made from wood.

Officer response:

The above comment is noted and it has been agreed with the applicant that the uPVC window shall be removed and replaced with a timber window. A condition shall be imposed to ensure these works are undertaken in a timely manner.

Material planning considerations are addressed in Section 7.

7 Planning Considerations

7.1 Having regard to the relevant policies of the development plan it is considered that the main issues arising from this application are:

- (i) Principle of development
- (ii) Impact upon Heritage Assets

(i) Principle of Development

7.2 Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 ("1990 Act") requires local planning authorities to have special regard to the desirability of preserving a listed building, its setting or any features of special architectural or historic interest when considering whether to grant listed building consent.

7.3 Policy CS11 (Protecting and Enhancing the Special Environment and Heritage of Havant Borough) states that planning permission will be granted for development that: "Protects and where appropriate enhances the borough's statutory and non-statutory heritage designations by appropriately managing development in or adjacent to conservation areas, listed buildings, scheduled ancient monuments,

historic parks and gardens, archaeological sites, buildings of local historic or architectural interest”.

- 7.4 Policy CS16 (High Quality Design) (1a) of the Core Strategy states that “Planning permission will be granted for development that is designed to a high standard, which helps to create places where people want to live, work and relax. All development should demonstrate that its design: Identifies and responds positively to existing features of natural, historic or local character within or close to the proposed development site”.
- 7.5 Policy DM20 of the Allocations Plan states that planning permission will be granted for development proposals that conserves and enhances the historic assets of Havant.

(ii) Impact upon Heritage Assets

- 7.6 The application property is a Grade II listed cottage. It has most recently been used as an office but historically was a residential dwelling and maintains the appearance of a residential property. The proposal concerns a retrospective change of use to residential use, internal works and external working including the insertion of a replacement window, a replacement door and works to provide new pipework.
- 7.7 The impact of the proposals on the character and appearance of the Listed Building has been carefully assessed by the Councils Conservation Officer. The significance of the Listed Building has been set out in the List Entry in section 1 of this report.
- 7.8 The proposed change of use of the building from office to residential has already been implemented. Internally, in terms of physical works undertaken, this has included a subdivision of a first-floor space to include an upstairs wc. This is not considered to be harmful to the significance of the listed building, nor the conservation area.
- 7.9 Externally, the works which have been carried out include the installation of new plastic pipe work and the replacement of an existing, GF window with a double glazed, uPVC replacement. The plastic pipework is not in keeping with the historical character of the building and no effort has been made to conceal this. It also contrasts with the cast iron drainpipe on the front corner of the building. As it stands, the Conservation Officer considers the pipework is harmful to the listed building (less than substantial harm). Furthermore, the insertion of a uPVC window is also considered to be harmful to the listed building.
- 7.10 Further works include the replacement of an external door.
- 7.11 During the lifetime of the application, discussions were held between the agent and LPA concerning appropriate finishes and materials to be used for the pipework, window and door. Amended plans were provided showing the uPVC window would be replaced with a wood framed slim line double glazing unit. The replacement door would in timber with two frosted windows, this is in a similar design to the existing

door. A down pipe would also be in matt black metal pipe work. A condition shall be imposed requiring the pipework to be painted matt black

- 7.12 The Conservation Officer has reviewed the amendments and is satisfied with the proposed amendments.
- 7.13 Given the unauthorised works already undertaken, namely the installation of the uPVC window, is considered to cause less than substantial harm to the listed building, it is considered necessary to impose a condition requiring its removal and the installation of the proposed replacement timber window in a timely manner. In addition, the painting of the pipework in matt black shall also be conditioned to take place within a timely manner - a 4 month period following the determination of the application is considered reasonable and necessary. Subject to the imposition of these conditions, the proposal is considered to comply with the abovementioned policies.

8 Conclusions

- 8.1 It is considered that the proposal for the change of use of the building to a single dwelling is acceptable. Amendments have been made to the proposal during the lifetime of the application to agree the installation of appropriate door, window and down pipe, which shall be conditioned accordingly to be implemented within a suitable timeframe.
- 8.2 Subject to the imposition of this condition, Officers are satisfied the proposal would preserve the special historic character of the Grade II listed building in accordance with Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policies CS11 and CS16 of the Havant Borough Local Plan Core Strategy (March 2011) and Policy DM20 of the Havant Borough Local Plan Allocations (July 2014).

9. RECOMMENDATION:

That the Development Manager be authorised to Approve with Conditions for application APP/25/00385

Conditions:

1	<p>Within 4 months of the date of the approval of this application, the existing uPVC window in the south elevations of the building shall be removed and replaced with a timber slimline double glazed windows as shown on drawing No. 05100 Rev 01 and retained as such thereafter unless otherwise agreed in writing by the Local Planning Authority.</p> <p>Reason: In order to safeguard the building's special architectural and historic interest having due regard to Havant Borough Local Plan (Core</p>
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	Strategy) 2011 policy CS11, Havant Borough Local Plan (Allocations) 2014 policy DM20 and the National Planning Policy Framework.
2	<p>Within 4 months of the date of the approval of this application, the existing plastic pipework on the south elevations of the building as shown on Drawing No: 05100 Rev 01 shall be replaced with metal pipework in a matt black painted finish and shall be retained as such thereafter.</p> <p>Reason: In order to safeguard the building's special architectural and historic interest having due regard to Havant Borough Local Plan (Core Strategy) 2011 policy CS11, Havant Borough Local Plan (Allocations) 2014 policy DM20 and the National Planning Policy Framework.</p>

Informatives:

1	<p>This application has been determined with the following approved plans.</p> <p>02000 Rev 01 Site Location Plan 05000 Rev 02 Proposed Block Plan Including Parking Plan 05010 Rev 01 Existing and Proposed Plans 05100 Rev 01 Existing and Proposed Elevation Design and Access Statement dated 31.05.2025</p> <p>Changes to these plans would require a new Listed Building Consent.</p>
2	<p>In accordance with paragraphs 38-50 of the NPPF Havant Borough Council (HBC) takes a positive and proactive approach and works with applicants/agents on development proposals in a manner focused on solutions by:</p> <p>Offering a pre-application advice service, and</p> <p>Updating you of any issues that may arise in the processing of your application and where possible suggesting solutions, and,</p> <p>In this instance:</p> <p>You were updated about issues after the initial site visit,</p> <p>Your application was acceptable following the submission of amended plans and no further assistance was required.</p>