

Application for Planning Permission and listed building consent for alterations,  
extension or demolition of a listed building.  
Town and Country Planning Act 1990  
Planning (Listed Buildings and Conservation Areas) Act 1990

**Publication of applications on planning authority websites.**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

**1. Site Address**

Number	<input type="text"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="Copeland Occupational Social Center"/>
Address line 1	<input type="text" value="The Bunker"/>
Address line 2	<input type="text" value="The Square"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Cleator Moor"/>
Postcode	<input type="text" value="CA255AP"/>
Description of site location must be completed if postcode is not known:	
Easting (x)	<input type="text" value="301950"/>
Northing (y)	<input type="text" value="515052"/>
Description	<input type="text"/>

**2. Applicant Details**

Title	<input type="text" value="Miss"/>
First name	<input type="text" value="Samantha"/>
Surname	<input type="text" value="McCrae"/>
Company name	<input type="text" value="Copeland Occupational Social Center"/>
Address line 1	<input type="text" value="The Bunker"/>
Address line 2	<input type="text" value="The Square"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Cleator Moor"/>

## 2. Applicant Details

Country	<input type="text" value="united kingdom"/>
Postcode	<input type="text" value="CA255AP"/>
Are you an agent acting on behalf of the applicant? <input type="radio"/> Yes <input checked="" type="radio"/> No	
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

## 3. Agent Details

No Agent details were submitted for this application

## 4. Description of the Proposal

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

If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.

The building was formally used as a nuclear bunker for Sellafield and 3 x windows were subsequently bricked up, The openings are already there and we would not need to disturb the structure of the building, The upstairs of the building still have the windows in and we would look to put the same windows in, in line with the rest of the building.  
Copeland Occupational Social Center are using the building as a day center to support people with disabilities.  
The building has no outside windows, to improve ventilation and light we would like to open up the 3 x bricked up windows, which would improve the quality of service we can deliver to the members we support and the staff.

Has the development or work already been started without consent?  
☐ Yes ☒ No

## 5. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know  
☐ Grade I  
☒ Grade II\*  
☐ Grade II

Is it an ecclesiastical building?  
☐ Don't know ☐ Yes ☒ No

## 6. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?  
☐ Yes ☒ No

## 7. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?  
☐ Yes ☒ No

## 8. Listed Building Alterations

Do the proposed works include alterations to a listed building?  
☒ Yes ☐ No

If Yes, do the proposed works include

a) works to the interior of the building?  
☒ Yes ☐ No

8. Listed Building Alterations

- b) works to the exterior of the building? ☒ Yes ☐ No
- c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally? ☐ Yes ☒ No
- d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)? ☐ Yes ☒ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

The works to be completed would be to remove the bricks that have been put in place to brick up the old windows this would be inside and outside the building x 3 areas.  
The windows put back into the original openings keeping in line with the rest of the building.  
No actual works to the listed structure , object or any internal fixing would be carried out.

9. Materials

Does the proposed development require any materials to be used? ☒ Yes ☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

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

Type	Existing materials and finishes	Proposed materials and finishes
Windows	The windows are currently bricked up and we are looking to reopen the up again.	Timber sliding sashes. Glazing bars would probably be best as a single one down the middle, supporting glazed units either side Similar to the windows that are up stairs on the same building.

Are you submitting additional information on submitted plans, drawings or a design and access statement? ☒ Yes ☐ No

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

Window 1 (office)  
Window 2 (Sensory room)  
Window 3 (Shop)  
Design, access and heritage statement  
Block Plan  
Location Plan  
Internal drawing and sizes

10. Site Area

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

22500.00

Unit

Sq. metres

11. Existing Use

Please describe the current use of the site

The building is being used by Copeland Occupational Social Center as a day care center providing support through the day to people with Disabilities.  
We have rented the building for over 20 years and have improved the space internally with grants and funding.  
We are a charity run organization.

Is the site currently vacant? ☐ Yes ☒ No

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

- Land which is known to be contaminated ☐ Yes ☒ No
- Land where contamination is suspected for all or part of the site ☐ Yes ☒ No
- A proposed use that would be particularly vulnerable to the presence of contamination ☐ Yes ☒ No

## 12. Pedestrian and Vehicle Access, Roads and Rights of Way

- Is a new or altered vehicular access proposed to or from the public highway? ☐ Yes ☒ No
- Is a new or altered pedestrian access proposed to or from the public highway? ☐ Yes ☒ No
- Are there any new public roads to be provided within the site? ☐ Yes ☒ No
- Are there any new public rights of way to be provided within or adjacent to the site? ☐ Yes ☒ No
- Do the proposals require any diversions/extinguishments and/or creation of rights of way? ☐ Yes ☒ No

## 13. Vehicle Parking

- Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces? ☐ Yes ☒ No

## 14. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains Sewer
- ☐ Septic Tank
- ☐ Package Treatment plant
- ☐ Cess Pit
- ☐ Other
- ☐ Unknown

- Are you proposing to connect to the existing drainage system? ☐ Yes ☒ No ☐ Unknown

## 15. Assessment of Flood Risk

- Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.) ☐ Yes ☒ No

**If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.**

- Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? ☐ Yes ☒ No
- Will the proposal increase the flood risk elsewhere? ☐ Yes ☒ No

**How will surface water be disposed of?**

- ☒ Sustainable drainage system
- ☐ Existing water course
- ☐ Soakaway
- ☐ Main sewer
- ☐ Pond/lake

## 16. Trees and Hedges

- Are there trees or hedges on the proposed development site? ☐ Yes ☒ No

- And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ☐ Yes ☒ No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of your local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## 17. Biodiversity and Geological Conservation

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

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

a) Protected and priority species:

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

b) Designated sites, important habitats or other biodiversity features:

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

c) Features of geological conservation importance:

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

## 18. Waste Storage and Collection

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

☐ Yes ☒ No

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

☐ Yes ☒ No

## 19. Residential/Dwelling Units

**Please note: This question has been updated to include the latest information requirements specified by government.**

**Applications created before 23 May 2020 will not have been updated, please read the 'Help' to see details of how to workaround this issue.**

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

☐ Yes ☒ No

## 20. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

☐ Yes ☒ No

Note that 'non-residential' covers ALL uses except Use Class C3 Dwellinghouses

## 21. Employment

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

☐ Yes ☒ No

## 22. Hours of Opening

Are Hours of Opening relevant to this proposal?

☐ Yes ☒ No

## 23. Industrial or Commercial Processes and Machinery

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

☐ Yes ☒ No

Is the proposal for a waste management development?

☐ Yes ☒ No

**If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website**

## 24. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

☐ Yes ☒ No

## 25. Trade Effluent

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

☐ Yes ☒ No

## 26. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

☒ Yes ☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent  
☒ The applicant  
☐ Other person

## 27. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☒ Yes ☐ No

**If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):**

**Officer name:**

Title	Mr
First name	
Surname	
Reference	COSC

Date (Must be pre-application submission)

02/11/2020

Details of the pre-application advice received

The first thing to decide is probably whether to do for single- or double-glazed windows; obviously double are a bit warmer and quieter, but I would guess that in this location noise won't be an issue. I'm not sure what the spaces internally are, whether they need to be kept warm, although for a building like this without much/any insulation and with mostly single-glazed windows, I'd suggest there's probably little to be gained thermally with double-glazing. In any case, being listed and in a conservation area, double-glazed units would need to be of a slim depth e.g. 12mm, which does make them more complex, expensive and heavier. Happy to go with either, depending on what you need. The windows themselves ought to be timber sliding sashes. Glazing bars would probably be best as a single one down the middle, supporting glazed units either side (rather than stuck on). Something a bit like those on the front of the building would probably be about right. I note that those ones lack horns, although I don't think it would be a problem if you wanted to go with some. Colour-wise, a lot of people paint their windows brilliant white, although as this colour wasn't available until after WWII I always think it's a bit of an anachronism. A subtle off-white (probably a warmer shade, rather than a cooler one) would look good. In terms of what sort of timber, the main thing is to avoid softwood. It doesn't last and really isn't suitable for external joinery. I'm not even sure why people offer softwood windows, but alternatives such as sustainably sourced hardwood or engineered/heat treated timber are available.

For listed building consent applications and planning applications, we'd need a location plan and block plan, with north indicated and a red line around the property boundary. There'd also need to be the completed application forms, which can be bought online, e.g. through the Planning Portal, if you need them. The applications would also need supporting information, which I'd suggest should be the three photos you sent be with an annotation on the photo (1, 2, 3 etc.) so each window can be identified. This would be supported by drawings and specs that could be supplied by the manufacturer of your windows, showing their dimensions and detailing (essentially the various options we've discussed above), referring to the numbered photos. Additionally, in the case of listed building consent applications, there needs to be a design, access and heritage statement. In the case of design, I wouldn't spend too long on that section – a sentence or two describing the rationale for the change from a design perspective. The access section needs to mention if there are any changes to the way people can get in and out of the building, and the heritage statement needs to briefly outline the heritage significance of the building and show that it's been taken into consideration in the choice to open up these holes (e.g. they're existing openings that are being re-opened) .

## 28. Authority Employee/Member

**With respect to the Authority, is the applicant and/or agent one of the following:**

- (a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected member

## 28. Authority Employee/Member

It is an important principle of decision-making that the process is open and transparent.

☐ Yes ☒ No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

## 29. Ownership Certificates and Agricultural Land Declaration

**CERTIFICATE OF OWNERSHIP - CERTIFICATE B - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

I certify/The applicant certifies that:

- ☐ I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner\* and/or agricultural tenant\*\* of any part of the land or building to which this application relates; or
- ☒ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners\* and/or agricultural tenants\*\*.

**\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years to run. \*\* 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.**

Person role

- ☒ The applicant
- ☐ The agent

Title	<input type="text" value="miss"/>
First name	<input type="text" value="Samantha"/>
Surname	<input type="text" value="McCrae"/>
Declaration date	<input type="text" value="03/11/2020"/>

☒ Declaration made

## 30. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them. ☒

Date (cannot be pre-application)	<input type="text" value="03/11/2020"/>
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