



Householders guide to writing a **Heritage Statement**

A **heritage statement** can be about a listed building or a property/site within a conservation area, or both.

Tick here if the proposed development relates to: **A listed building**
 A property/site in a conservation area

Please return to the address shown above.

Listed building

Please read this section if the proposed development relates to a listed building.

1. **Assessment of heritage significance**

- The assessment should demonstrate an understanding of the historic interest and evolution of the building and help us to understand the significance of the designated heritage asset.
- If the building is a listed building you can use the description included on the Historic England website as a starting point.
- Describe the architecture of the building, its age and history together with any specific features of special interest.
- If the proposed development affects only the exterior of the building, you should pay particular attention to the original external features, for example, windows, doors, ironwork etc.
- If the proposed works are internal, you should mention any original internal features, for example, fireplaces, decorative plasterwork, staircases etc.
- You could provide photographs to illustrate the appearance of the building with close-up of any particularly interesting elements.
- Some listed buildings may have undergone changes over time. Explain the changes and the affect they have had upon the property. For example, a Georgian or Victorian building may have had replacement windows installed or have been re-modelled internally.
- Remember, whilst the whole building is listed, some parts may be particularly important and sensitive to change, whilst other parts may be less so.
- Include reference to the building's visual qualities and characteristics, its design and the materials it is built from.
- Explain the role the building plays in the locality, its relationship with its surroundings and/or its historic connections to local, regional or national cultural history.

2. **Assessment of impact**

- The second stage is to consider the impact the proposals will have on the historic interest and significance of the building.
- Please provide a written schedule of the proposed works.
- The assessment should include the likely impact of the proposed works on the significance of the building(s) and/or its setting.
- Describe the scale and nature of any harm that may be caused to the significance of the listed building.
- Identify the potential heritage benefits, including those works which enhance or reveal the significance of the building(s).

(cont.)

3. Justification and mitigation

The third stage of the heritage statement is to explain why the proposed work is desirable and/or necessary. Include any benefits that may arise from the work and offer sufficient justification to convince us to approve the proposed works.

Include the approach you have taken to minimise any harm to the listed building. The following points should be included:

- a. Minimal intervention and reversible works
- b. Alternative methods of development
- c. Sensitive design
- d. Choice of materials

Conservation area

Please read this section if the proposed development is within a conservation area.

1. Name and character of conservation area

- Include the character of the conservation area. For example, is it residential, commercial or a mix?
- Give the age and description of the property and its contribution to the character of the conservation area.
- Describe the main characteristics of the typical style of properties, typical building materials and architectural features of the wider conservation area.

2. Design concept

- Give reasons for the design of the development. Explain the choice of materials, architectural details, layout and scale and any proposed landscaping.

3. Impact of the development on the conservation area

- Describe the impact of the development on the building itself and the wider conservation area.
- Is there any loss of architectural features?
- Will the development be visible from any public viewpoint?
- Will the development preserve or enhance the character of the conservation area?

