



Planning Information Note Five

Listed Buildings and Structures: An Owner's Guide



**Planning and Building Services
Falkland Islands Government June 2021**

Listed Buildings and Structures

Planning Information Note 4 provides a list of buildings (including structures) which have been designated as being of special architectural or historic interest under section 65 of the Planning Ordinance 1991. They are sometimes referred to as 'listed' buildings. This Guide is for owners of these properties.

Special Care

You are the owner of an important part of the history and architecture of the Falkland Islands. These buildings and structures cannot be replaced - their retention and on-going maintenance is therefore important for the whole country.

Planning permission

The designation (listing) of a building means that planning permission is required for all alterations and extensions to the building which would affect its character as a building with special architectural or historic interest. The usual allowances to undertake certain works without making a planning application do not apply (there are no 'permitted development' rights).

Depending on the details of the designation this means that planning permission may be needed for any internal works to the building and/or for any works within the boundary of the property, as well as for any external changes to the building. For example, the replacement of doors or windows, recladding of the walls or roof and alterations to a chimney or shed may all require planning permission depending on the details of each individual designation.

It is a **criminal offence** to carry out works to a designated

building without obtaining planning permission and enforcement action may be taken. Action may also be taken if a building is left to deteriorate to such a condition that works are urgently necessary for its preservation.

If you are thinking of undertaking any works it is therefore strongly advised that you contact Planning and Building Services beforehand, both to check if a planning application is needed and to discuss whether or not the proposals are likely to be acceptable. You will also require consent under the Building Regulations in the usual manner and advice regarding this can also be provided.

Making a planning application

In addition to the usual requirements (see Planning Information Note One: Applying for Planning Permission and Building Permits) all planning applications for works to designated buildings must include a Heritage Statement, a written appraisal explaining how the development would affect the key features of the building or structure.

All planning applications for works to designated buildings will be reported to the Historic Buildings Committee (HBC) and then the Planning and Building Committee (PBC). The HBC provides specialist advice to the PBC, which then makes the final decision on whether or not planning permission is granted for the works. Applications are free.

Approach to works

Owners should carefully consider any maintenance or other works they wish to undertake to a designated building as specialist skills are often required. The character of a building can easily be damaged or altered and careful repairs

are almost always preferable to replacement in order to retain as much of the historic fabric of the building as possible.

Windows: Replacement and alterations to windows can drastically change the character and appearance of a building and usually require planning permission:

- matching materials should always be used in repairs;
- if new windows are essential advice should be sought before ordering – the use of uPVC or other modern materials is likely to be unacceptable and secondary glazing may be preferable to double glazing;
- existing profiles and architectural detailing should be followed when repairing or replacing, including window bars, openings and proportions.

Doors and Porches: Planning permission will always be required for a new porch and usually for a replacement door:

- repairs should be made in matching materials (modern substitutes are inappropriate) and should always be in traditional paint finishes (varnished hardwood is not acceptable);
- any architectural detailing and historic features should be retained including decorative porch trims;
- changes to door glazing will require permission, it is important that glazing reflects the period of the building;
- replacement doors, if needed, should reflect the age and character of the property in design and materials;
- inappropriate 'period' door furniture or decoration should be avoided;

- new porches will only be allowed if appropriate to the period of the building and acceptable in design and scale.

Roofs: Any alteration to the roof line will require planning permission, like-for-like cladding replacement may not but please check with us prior to ordering or undertaking any significant repairs:

- repairs or replacement should match the original materials with existing materials reused as much as possible. Repairs should replicate traditional construction and retain ventilation of roof spaces; the use of artificial materials in lieu of original will be unacceptable;
- chimney stacks and pots may need repointing, they should not be reduced in height nor ornamentation removed. Assistance regarding the use of the right mortar mix can be provided;
- decorative features such as finials, barge boards and gutter supports should always be retained, or replicated if they are beyond repair. Drainpipes and gutters should be repaired or replaced with the same materials as the original, plastic is generally unacceptable.

Other Exterior Works: These require planning permission if they would affect the character as a building with special architectural or historic interest:

- painting in a significantly different colour is likely to require planning permission;
- rendering will not be acceptable on previously un-rendered walls. Any original render should be retained or replicated, waterproof or cement-based renders should be avoided and any paint finishes should be porous;

- repointing should be confined to the minimum area necessary and carried out in a matching mortar type and colour to the original, with the same style of pointing used. A good mortar will always be weaker than the fabric of the wall and at least as porous in order to protect the brick or stone itself from cracking, cement is not normally appropriate and usually causes further damage.

Interior Works: The internal features are not always protected by the designation of a building, please check with Planning and Building Services to see if yours are. However even if they are not specifically protected it is recommended that they are preserved and protected in the same way:

- internal redecoration does not usually require planning permission;
- where possible original features should not be obscured, removed or altered including walls, panelling or tongue and groove linings, fireplaces, chimneys, staircases, doors, mouldings and flooring. Repairs should be carried out in traditional materials to match the existing and any alterations should aim to respect the original layout and minimise new partitions and openings.

Extensions: Planning permission is always required for extensions and they need additional care to ensure they do not harm the designated building or its setting:

- there should be minimal disturbance to the fabric of the original building;
- appropriate materials and detailing will be of key importance, as will the scale and design in relation to the original building;

- the setting of the designated building and how it relates to its surroundings will also be important.

Changes of Use: These usually require planning permission. The original use of a building is preferable although a change may be permitted:

- if there are reasonable grounds on which the former use cannot continue; or
- a new use would be a better means to ensure the preservation and continued upkeep of the building.

Care and Maintenance: The owner of a listed building is responsible for keeping the building in good repair. Where the character of a building is at risk of being lost or diminished through lack of repair the Government would wish to work with the owner to see how the problems can be overcome, including by the use of grant aid.

Historic Building Grants Scheme

The upkeep of a building is the responsibility of the owner. However, the Government does have a Historic Buildings Grant Scheme to assist owners with repairs to their designated buildings. This is administered by the Historic Buildings Committee. When considering applications for grants the Committee considers the age of a building, its architectural and historical merit, its contribution to landscape or townscape and the degree to which it remains unaltered. The contribution and commitment of the property owner is also considered, for example a grant for the cost of materials may be given on the condition that the owner either undertakes or funds the necessary labour within a specified time period.

Falkland Islands Government Planning and Building Services Information Notes

Note 1: Applying for Planning Permission and Building Permits provides information on how to apply and what happens when you do.

Note 2: How Planning Applications are Decided provides information on what will be taken in to account when a decision is made on a planning application.

Note 3: Permitted Development: Residential provides information on permitted development rights (development which does not require a planning application) for residential properties in Stanley and in Camp.

Note 4: Listed Buildings and Structures provides a list of designated (listed) buildings with associated advice.

Note 5: Listed Buildings and Structures: An Owner's Guide provides more detailed advice for owners of designated (listed) buildings.

Note 6: Stanley Conservation Area: A Guide to Development provides advice on what is taken in to account and is likely to be acceptable in the Conservation Area.

Note 7: Application Fees sets out the fees for different application types.

**Planning and Building Services
The Secretariat
PO Box 611
Stanley**

Planning Officer +500 28480
planningofficer@planning.gov.fk

Building Advisor +500 28484
buildingadvisor@planning.gov.fk

**Forms and guidance are also available on the Falkland Islands
Government Planning and Building Services [Facebook](#) page**