|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Your details:** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Applicant name:** | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Applicant address:** | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Agent name:** | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Agent address:** | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Contact name:** | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Contact telephone number:** | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Contact email address:** | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **2. Interest in the property/land**  Please state your interest in the property/land e.g. owner/occupier, developer, prospective purchaser: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **3. Location of proposed development**  Please provide the site address of the development site or building/property: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **4. Description of proposal**  Please provide an accurate, detailed description of the proposed development: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **5. Pre-application advice for schedule**  Please tick the box to indicate the application type | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Major category 1A | | | Price upon application, minimum £8,000 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 1B | | | Price upon application, minimum £6,000 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 1C | | | £600 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 2A | | | Price upon application, minimum £6,500 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 2B | | | Price upon application, minimum £4,000 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 2C | | | £500 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 3A | | | Price upon application, minimum £3,100 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 3B | | | £2,500 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 3C | | | £400 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 4A | | | £2,500 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 4B | | | £1,900 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 4C | | | £300 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 5A | | | £1,900 | | | | | | | | | | | | | | | | | | | | | |  | | |
| Major category 5B | | | £1,500 | | | | | | | | | | | | | | | | | | | | | |  | | |
| **6. Plans and supporting information attached**  If you are unsure about the level of detail to be submitted, please refer to the guidance notes for further advice.  Please specify plans/details that have been submitted. As a minimum, the following must be provided: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Site Location Plan (1:1250 scale) with the side outlined in red | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
| Site Plan (1:500 Scale) | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
| **The more information that is provided, the more detailed the response will be.** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **7. Pedestrian and vehicle access, roads and rights of way**  Please tick the box if the answer to the question is yes: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Is a new or altered vehicle access proposed to or from the public highway? | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
| Is a new or altered pedestrian access proposed to or from the public highway? | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
| Are there any new public roads to be provided within the site? | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
| Are there any new public rights of way to be provided within or adjacent to the site? | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
| Do the proposals require any diversions/extinguishments and/or creation of rights of way? | | | | | | | | | | | | | | | | | | | | | | | |  | | | |
| **8. Indicative materials**  If applicable, please state what indicative materials are to be used externally. Include type, colour and name for each material. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Walls: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| Roof: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| Windows: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| Doors: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| Boundary treatments: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| Vehicle access and hard standing: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| Lighting: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| Others: | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| **9. Indicative vehicle parking**  Please provide indicative information on the existing and proposed number of on-site parking spaces. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Type of vehicle** | | | | | | | | | **Total existing** | | | | **Total proposed**  **(including spaces retained)** | | | | | | | | | | **Difference in spaces** | | | | |
| Cars | | | | | | | | |  | | | |  | | | | | | | | | |  | | | | |
| Light goods vehicles/public carrier vehicles | | | | | | | | |  | | | |  | | | | | | | | | |  | | | | |
| Motorcycles | | | | | | | | |  | | | |  | | | | | | | | | |  | | | | |
| Disability spaces | | | | | | | | |  | | | |  | | | | | | | | | |  | | | | |
| Cycle spaces | | | | | | | | |  | | | |  | | | | | | | | | |  | | | | |
| Other | | | | | | | | |  | | | |  | | | | | | | | | |  | | | | |
| **10. Assessment of flood risk**  Is the site within an area at risk of flooding? (Refer to Environment Agency’s Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice). | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yes  No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **11. 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? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Protected and priority species:** | | | | Yes, on the develpment site | | | | | | | | | | Yes, on land adjacent to or near the proposed development | | | | | | | | | | | | | No |
| **Designated sites, important habitats or other biodiversity features:** | | | | Yes, on the develpment site | | | | | | | | | | Yes, on land adjacent to or near the proposed development | | | | | | | | | | | | | No |
| **Features of geological conservation importance:** | | | | Yes, on the develpment site | | | | | | | | | | Yes, on land adjacent to or near the proposed development | | | | | | | | | | | | | No |
| **12. Existing use**  Please describe the current use of the site: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **13. Is the current site vacant?** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yes  No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **14. Trees and Hedges**  Are there trees or hedges on the proposed development site that would be impacted by the proposal? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yes  No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **15. Indicative proposed residential units (including conversion)**  Does your proposal include the gain, loss or change of use of residential units? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yes  No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **16. Proposed housing** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Market Housing** | | | | **Not Known** | | | **Indicative number of bedrooms** | | | | | | | | | | | | | | | | **Total** | | | | |
| **1** | | | | | **2** | | | | | **3** | | | | **4+** | |
| Houses | | | |  | | |  | | | | |  | | | | |  | | | |  | | **a:** | | |  | |
| Flats | | | |  | | |  | | | | |  | | | | |  | | | |  | | **b:** | | |  | |
| Sheltered housing | | | |  | | |  | | | | |  | | | | |  | | | |  | | **c:** | | |  | |
| Studios | | | |  | | |  | | | | |  | | | | |  | | | |  | | **d:** | | |  | |
| Self-build and custom housing | | | |  | | |  | | | | |  | | | | |  | | | |  | | **e:** | | |  | |
| Other | | | |  | | |  | | | | |  | | | | |  | | | |  | | **f:** | | |  | |
| **Totals: (a+b+c+d+e+f)=** | | | | | | | | | | | | | | | | | | | | | | | **=** | | |  | |
| **17. Existing housing** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Market Housing** | | | | **Not Known** | | | **Indicative number of bedrooms** | | | | | | | | | | | | | | | | **Total** | | | | |
| **1** | | | **2** | | | | | **3** | | | | | | **4+** | |
| Houses | | | |  | | |  | | |  | | | | |  | | | | | |  | | **a:** | | |  | |
| Flats | | | |  | | |  | | |  | | | | |  | | | | | |  | | **b:** | | |  | |
| Sheltered housing | | | |  | | |  | | |  | | | | |  | | | | | |  | | **c:** | | |  | |
| Studios | | | |  | | |  | | |  | | | | |  | | | | | |  | | **d:** | | |  | |
| Other | | | |  | | |  | | |  | | | | |  | | | | | |  | | **e:** | | |  | |
| **Totals: (a+b+c+d+e)=** | | | | | | | | | | | | | | | | | | | | | | | **=** | | |  | |
| **18. Social, affordable or intermediate rent** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Market Housing** | | | | **Not Known** | | | **Indicative number of bedrooms** | | | | | | | | | | | | | | | | **Total** | | | | |
| **1** | | | | | | **2** | | | **3** | | | | **4+** | | |
| Houses | | | |  | | |  | | | | | |  | | |  | | | |  | | | **a:** | | |  | |
| Flats | | | |  | | |  | | | | | |  | | |  | | | |  | | | **b:** | | |  | |
| Sheltered housing | | | |  | | |  | | | | | |  | | |  | | | |  | | | **c:** | | |  | |
| Studios | | | |  | | |  | | | | | |  | | |  | | | |  | | | **d:** | | |  | |
| Other | | | |  | | |  | | | | | |  | | |  | | | |  | | | **e:** | | |  | |
| **Totals: (a+b+c+d+e)=** | | | | | | | | | | | | | | | | | | | | | | | **=** | | |  | |
| **19. Affordable home ownership** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Market housing** | | | | **Not known** | | | | **Indicative number of bedrooms** | | | | | | | | | | | | | | | **Total** | | | | |
| **1** | | | **2** | | | | | | | **3** | | | | **4+** |
| Houses | | | |  | | | |  | | |  | | | | | | |  | | | |  | **a:** | | |  | |
| Flats | | | |  | | | |  | | |  | | | | | | |  | | | |  | **b:** | | |  | |
| Sheltered housing | | | |  | | | |  | | |  | | | | | | |  | | | |  | **c:** | | |  | |
| Studios | | | |  | | | |  | | |  | | | | | | |  | | | |  | **d:** | | |  | |
| Other | | | |  | | | |  | | |  | | | | | | |  | | | |  | **e:** | | |  | |
| **Totals: (a+b+c+d+e)=** | | | | | | | | | | | | | | | | | | | | | | | **=** | | |  | |
| **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 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **If you have answered YES to the question above, please add details in the following table:** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Use class/type of use** | | | | | **N/A** | **Existing gross internal floorspace (sq.m)** | | | **Gross internal floorspace to be lost by change of use or demolition (sq.m)** | | | | | | | | | | **Total gross internal floorspace proposed (inc. change of use) (sq.m)** | | | | | **Net additional gross internal floorspace following development (sq.m)** | | | |
| **Class B** | B2 General industrial | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| B8 Storage or distribution | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **Class C** | C1 hotels | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| C2 Residential institutions | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| C2A Secure residential institution | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| C3 Dwelling houses | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| C4 Houses in multiple occupation | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **Class E** | E(a) Retail | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(b) Food and drink | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **Class E(c)** | E(c)(i) Financial services | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(c)(ii) Professional services | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(c))(iii) Other | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(d) Indoor sport and recreation | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(e) Medical / health services | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(f) Day nursery / centre | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **Class E(g)** | E(g)(i) Offices to carry out admin functions | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(g)(ii) Research and development | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| E(g)(iii) Industrial processes | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **Class F1** | F1(a) Education | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F1(b) Display of Art | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F1(c) Museums | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F1(d) Public libraries | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F1(e) Public / exhibition halls | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F1(f) Public worship | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F1(g) Law courts | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **Class F2** | F2(a) Shops selling essential goods <280m2 | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F2(b) Community Halls | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F2(c) Outdoor sport or recreation | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| F2(d) Indoor or outdoor swimming pools / skating rinks | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **Sui Generis** |  | | | |  |  | | |  | | | | | | | | | |  | | | | |  | | | |
| **21. Indicative Employment** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | **Full time** | | | | **Part-time** | | | | | | | | | | | | | | | | **Total full-time equivalent** | | |
| **Existing employees** | | | | |  | | | |  | | | | | | | | | | | | | | | |  | | |
| **Proposed employees** | | | | |  | | | |  | | | | | | | | | | | | | | | |  | | |
| **22. Indicative hours of opening**  If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Use** | | **Mon – Fri** | | | | | | | **Saturday** | | | | **Sunday and Bank Holidays** | | | | | | | | | | | | **Not known** | | |
|  | |  | | | | | | |  | | | |  | | | | | | | | | | | |  | | |
|  | |  | | | | | | |  | | | |  | | | | | | | | | | | |  | | |
|  | |  | | | | | | |  | | | |  | | | | | | | | | | | |  | | |
| **23. Site area**  Please state the site area in hectares (ha): | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **24. Industrial or commercial processes and machinery**  Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **25. Is the proposal a waste management development?** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yes  No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please provide further details: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **26. Site visit**  Can the site be seen from a public road, public footpath, bridleway or other public land? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yes  No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **27. If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Agent  Applicant | | | | | | | | | | | | | | | | | | | | | | | | | | | |

APRIL 2023