

**Application to determine if prior approval is required for a proposed:  
Change of Use of Agricultural Buildings to a flexible use within Shops (Class A1),  
Financial and Professional Services (Class A2), Restaurants and Cafes (Class A3),  
Business (Class B1), Storage or Distribution (Class B8), Hotels (Class C1) or  
Assembly and Leisure (Class D2)**

Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class R

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

**Local Planning Authority details:**

**Publication on Local Planning Authority websites**

Information provided on this form and in supporting documents may be published on the authority's planning register and website. Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

**1. Applicant Name and Address**

Title:  First name:

Last name:

Company (optional):

Unit:  Number:  Suffix:

Building name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

**2. Agent Name and Address**

Title:  First name:

Last name:

Company (optional):

Unit:  Number:  Suffix:

Building name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

### 3. Site Address Details

Please provide the full postal address of the application site.

|                |                      |         |                      |         |                      |
|----------------|----------------------|---------|----------------------|---------|----------------------|
| Unit:          | <input type="text"/> | Number: | <input type="text"/> | Suffix: | <input type="text"/> |
| Building name: | <input type="text"/> |         |                      |         |                      |
| Address 1:     | <input type="text"/> |         |                      |         |                      |
| Address 2:     | <input type="text"/> |         |                      |         |                      |
| Address 3:     | <input type="text"/> |         |                      |         |                      |
| Address 4:     | <input type="text"/> |         |                      |         |                      |
| Postcode:      | <input type="text"/> |         |                      |         |                      |

### 4. Eligibility

Was the use of the site on 3 July 2012 (or the last use before that date) solely for an agricultural use as part of an established agricultural unit?

Yes  No

If not, and the site was only brought into use after 3 July 2012, what date was it brought into use solely for an agricultural use as part of an established agricultural unit  (DD/MM/YYYY)

Has the use, as detailed above, been continuous since the date stated; and will that use continue until the proposed development commences?

Yes  No

To be eligible for this permitted development right, the site must have been used as detailed above:

- on 23 July 2012 (or the last use before that date); or

- if brought into use after 23 July 2012, for a period of at least 10 years prior to development commencing.

If this will not be the case, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

Will the total combined floor space in the building(s) (previously and in this proposal) changed to a flexible use under this permitted development right:

Not exceed 150 square metres

Exceed 150 but not exceed 500 square metres

Exceed 500 square metres

If the total combined floor space (as detailed above) will:

**- Not exceed 150 square metres**

Your proposals will be below the threshold for the prior approval process. Therefore, you should not continue with this application.

However, all the other eligibility criteria will still apply if you want to carry out the proposals under permitted development rights.

Additionally, before any change of use on the site, you must provide the following information to the Local Planning Authority:

- The date the site will begin to be used for any of the flexible uses;

- The nature of the use or uses; and

- A plan indicating the site and which buildings have changed use.

Please contact the Local Planning Authority at the relevant time to determine the best way to supply these details.

**- Exceed 500 square metres**

Your proposals will not be eligible for permitted development based on the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

Is any part of the land, site or building:

- in a safety hazard area;

- in a military explosives storage area;

- a scheduled monument (or the site contains one);

- a listed building (or within the curtilage of a listed building).

Yes  No

If you have answered yes above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

## 5. Description of Proposed Works, Impacts and Risks

Please describe the proposed development:

Please provide details of any noise impacts and how these will be mitigated:

## 5. Description of Proposed Works, Impacts and Risks (continued)

Please provide details of any transport and highways impacts and how these will be mitigated:

Please provide details of any contamination risks and how these will be mitigated:

Please provide details of any flooding risks and how these will be mitigated.

A flood risk assessment should accompany the application where the site:

- is in Flood Zones 2 or 3 (Check online: <https://flood-map-for-planning.service.gov.uk/> ); or
- is in an area with critical drainage problems (Check with the Local Planning Authority, it will have been notified of such areas by the Environment Agency).

## 6. Checklist

Please read the following checklist to make sure you provide all the required information in support of your proposal. The information provided should include all the details necessary for the Local Planning Authority to determine if the proposal complies with permitted development legislation, and if its prior approval will be required. If sufficient information is not provided the Local Authority can either request it, or refuse the application.

- All sections of this application completed in full, dated and signed.
- The correct fee
- A plan indicating the site and showing the proposed development.
- A plan drawn to an identified scale will assist the authority in assessing your development proposal. Plans can be bought from one of the Planning Portal's accredited suppliers:  
<https://www.planningportal.co.uk/buyaplanningmap>

## 7. Declaration

I/we hereby apply for a determination as to whether prior approval will be required 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.

Signed - Applicant:  Or signed - Agent:  Date (DD/MM/YYYY):  (date cannot be pre-application)

## 8. Applicant Contact Details

Telephone numbers

Country code:  National number:  Extension:

Country code:  Mobile number (optional):

Country code:  Fax number (optional):

Email address:

## 9. Agent Contact Details

Telephone numbers

Country code:  National number:  Extension:

Country code:  Mobile number (optional):

Country code:  Fax number (optional):

Email address: