

## **Application to determine if prior approval is required for a proposed: Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years**

**This permitted development right was amended on 1 August 2021**  
It is now only usable as detailed below in regard to the specifically eligible changes of use

Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 4, Class CA

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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:**



Oaklands Road  
Haywards Heath  
West Sussex  
RH16 1SS

Switchboard: 01444 458166  
Fax: 01444 477461  
DX 300320 Haywards Heath 1  
Email: [planninginfo@midsussex.gov.uk](mailto:planninginfo@midsussex.gov.uk)  
[www.midsussex.gov.uk](http://www.midsussex.gov.uk)

| For official use |       |
|------------------|-------|
| App No.          | ..... |
| Date Rec.        | ..... |
| Fee              | ..... |

### **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.

### **Eligible changes of use**

This permitted development right was amended on 1 August 2021 to no longer include temporary use of 'commercial land' that was previously classified as 'assembly and leisure' and is not now covered by Use Class E (commercial/business/service).

**If, when the land was last in use, it was as a Local Community, or Sui Generis use previously classified as 'assembly and leisure' (e.g. cinemas; concert halls; bingo halls; or dance halls) then:**

- **You should not continue with this application after the end of July 2022 as it will be refused by the Local Authority and you may not be eligible for a refund.**
- Such temporary use is no longer considered to be permitted development. Proposals remained eligible if applications of this type were submitted before the end of July 2022, but after that point an application for 'Full planning permission' will be required.

**If, when the land was last in use, it was as a Hotel, Residential Institution, or under Use Class E (e.g. business; or indoor sport, recreation, or fitness) then this type of application is still valid for eligible proposals.**

View further details on Use Classes and changes of use on the Planning Portal: [https://www.planningportal.co.uk/change\\_of\\_use](https://www.planningportal.co.uk/change_of_use)

### 1. Applicant Name and Address

|                     |                      |             |                      |
|---------------------|----------------------|-------------|----------------------|
| Title:              | <input type="text"/> | First name: | <input type="text"/> |
| Last name:          | <input type="text"/> |             |                      |
| Company (optional): | <input type="text"/> |             |                      |
| 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"/> |             |                      |
| Town:               | <input type="text"/> |             |                      |
| County:             | <input type="text"/> |             |                      |
| Country:            | <input type="text"/> |             |                      |
| Postcode:           | <input type="text"/> |             |                      |

### 2. Agent Name and Address

|                     |                      |             |                      |
|---------------------|----------------------|-------------|----------------------|
| Title:              | <input type="text"/> | First name: | <input type="text"/> |
| Last name:          | <input type="text"/> |             |                      |
| Company (optional): | <input type="text"/> |             |                      |
| 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"/> |             |                      |
| Town:               | <input type="text"/> |             |                      |
| County:             | <input type="text"/> |             |                      |
| Country:            | <input type="text"/> |             |                      |
| Postcode:           | <input type="text"/> |             |                      |

### 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

Would the new buildings provided cover more than 50% of the total area of the site?

☐ Yes ☐ No

Would the total floor space of the new buildings provided exceed 2,500 square metres?

☐ Yes ☐ No

Would the height of any new building provided exceed 7 metres?

☐ Yes ☐ No

**If you have answered yes to any of the three questions 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.**

Has the land been in use in the last 10 years (from the date of this application)?

☐ Yes ☐ No

When the land was last in use, was it for one of the following uses:

- Commercial/Business/Service (Use Class E)
- Hotels (Use Class C1)
- Residential Institutions (Use Class C2/C2A);

☐ Yes ☐ No

**If you have answered no to either of the two questions 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.**

Are there any remaining buildings on the land?

☐ 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.**

If the site is adjacent to any land that has a residential use (any use under Use Class C), will any part of any temporary building provided come within 5 metres of the boundary of the curtilage of that residential land?

☐ Yes ☐ No / Not applicable

**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.**

Is any part of the site:

- in a site of special scientific interest;
- in a safety hazard area;
- in a military explosives area.

☐ 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 including the siting and design:

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

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

Please provide details of any noise 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. | <input type="checkbox"/> | A site specific flood risk assessment<br>(if required as per the flood risk details of question 5)  | <input type="checkbox"/> |
| The correct fee   | <input type="checkbox"/> | A plan drawn to an identified scale will assist the authority in assessing your development proposal.   |                          |
| A plan indicating the site and showing the proposed development.      | <input type="checkbox"/> | Plans can be bought from one of the Planning Portal's accredited suppliers: <a href="https://www.planningportal.co.uk/buyapanningmap">https://www.planningportal.co.uk/buyapanningmap</a> |                          |

## 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) |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |                                  |

## 8. Applicant Contact Details

Telephone numbers

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| Country code:        | National number:     | Extension:           |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

|                      |                           |
|----------------------|---------------------------|
| Country code:        | Mobile number (optional): |
| <input type="text"/> | <input type="text"/>      |

|                      |                        |
|----------------------|------------------------|
| Country code:        | Fax number (optional): |
| <input type="text"/> | <input type="text"/>   |

Email address:

## 9. Agent Contact Details

Telephone numbers

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| Country code:        | National number:     | Extension:           |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

|                      |                           |
|----------------------|---------------------------|
| Country code:        | Mobile number (optional): |
| <input type="text"/> | <input type="text"/>      |

|                      |                        |
|----------------------|------------------------|
| Country code:        | Fax number (optional): |
| <input type="text"/> | <input type="text"/>   |

Email address: