Application for prior approval of a proposed: Temporary recreational campsite in Flood Zone 2 or Flood Zone 3

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

1. Applicant Name and Address

Please enter the Applicant Details, including full name and title. Please also enter the house/flat number and/or name (if applicable) and street name in the Street address field. The town, county, country and full postcode should also be entered.

If the application is being submitted by an agent (i.e. someone who is acting on the applicant's behalf) all correspondence, including the decision letter, will be sent to them.

2. Agent Name and Address

Please enter the Agent Details, including full name and title. Please also enter the house/flat number and/or name (if applicable) and street name in the Street address field. The town, county, country and full postcode should also be entered.

If the application is being submitted by an agent (i.e. someone who is acting on the applicant's behalf) all correspondence, including the decision letter, will be sent to them.

3. Site Address Details

Please enter the full postal address of the site. Enter the house/flat number and / or name (if appropriate) and street name in the Street address field. The town, county, country and full postcode should also be entered. If the application relates to open ground describe its location as clearly as possible (e.g. '*Land to rear of 12 to 18 High Street*' or provide a grid reference).

4. Eligibility

The individual questions in this section will help determine if the prior approval process is relevant to your proposal. If it is not, we advise that you do not complete this application and seek advice from your Local Planning Authority on the best course of action.

Certain questions will require you to know:

- Details of the proposed use (e.g. the number of pitches).
- If the site/building is in any specific or 'designated' areas (e.g. a Flood Zone). This may require you to check records provided by the local authority or government agencies.

5. Dates of use

Where buildings or land are proposed to be temporarily used as a recreational campsite, there are additional eligibility criteria around the duration of the temporary use.

It is also a legislative requirement to provide a full schedule of dates to which the proposal relates, as this will be needed for the Local Authority determine if its prior approval should be granted.

6. Toilet and waste disposal facilities

Where legislation requires specific information to be provided, the relevant fields will need to be completed.

The information provided should include all the details necessary for the Local Authority to determine if the proposal complies with permitted development legislation, and if its prior approval should be granted..

If sufficient information is not provided the Local Authority can either request it, or refuse the application.

If you intend to provide information (or related details, evidence, etc...) in separate supporting documents, please state that this is the case and include details of the document as well as a summary of the information it contains.

7. Checklist

There are two levels of requirements, national and local:

- **National -** Use the checklist to ensure that the forms have been correctly completed and that all relevant information is submitted.
- **Local -** The local planning authority will have produced a document (usually available from their website) which details any specific information that is required to accompany the application in addition to the national requirements.

Failure to complete the form correctly or to supply sufficiently detailed plans/drawings or other relevant supporting information may result in your application being refused.

8. Declaration

Please sign and date your application

9. Applicant Contact Details

Please provide contact information for the applicant.

10. Agent Contact Details

Please provide contact information for the agent.