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Please complete this form in block capitals using black ink to facilitate scanning.**

**You are advised to read the accompanying guidance notes and per-question help text.**

**If you would rather make this application online, you can do so on our website:  
<https://www.planningportal.co.uk/apply>**

# Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to State-Funded School (Use Class F1(a))

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

## Privacy Notice

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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Planning Authority in agreement with the declaration section.

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:



West Lancashire Borough Council  
P O Box 16 52 Derby Street  
Ormskirk West Lancashire L39 2DF

Tel: 01695 577177  
Email: [Plan.apps@westlancs.gov.uk](mailto:Plan.apps@westlancs.gov.uk)

## 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 20 March 2013 (or the last use before that date) solely for an agricultural use as part of an established agricultural unit?

Yes  No

If not, and was the site only brought into use after 20 March 2013, 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 20 March 2013 (or the last use before that date); or

- if brought into use after 20 March 2013, 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.

Has any work under the permitted development rights for the erection, extension or alteration of a building reasonably necessary for the purposes of agriculture been carried out on the agricultural unit:

- Since 20 March 2013; or

- Where the development covered by this application will begin after 20 March 2023, during the 10 year period before development begins.

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.

Will the total combined value for:

- the floor space in the building(s) within an established agricultural unit; and

- the land area within the curtilage of the building(s) within an established agricultural unit

changed under this permitted development right (previously and in this proposal), exceed 500 square metres?

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.

Is any part of the land, site or building:

- in a site of special scientific interest;

- 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. Agricultural Tenants

Is the site currently occupied under any agricultural tenancy agreements?

Yes  No

If yes, have all the parties to any agricultural tenancy agreements consented to the change of use?

Yes  No

If the site is currently occupied under any agricultural tenancy agreements and:

**- all parties have consented to the change of use**

You will need to include copies of the written confirmations from all relevant landlords and tenants, stating their consent, when this application is submitted.

**- not all parties have consented to the change of use**

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.

Have any agricultural tenancy agreements been terminated in the year before development is proposed to begin for the purpose of carrying out the proposed change of use?

Yes  No

If yes, have all the parties to all of the terminated agricultural tenancy agreements agreed that the site is no longer required for agricultural use?

Yes  No

If any agricultural tenancy agreements have been terminated in the year before development is proposed to begin for the purpose of carrying out the proposed change of use, and:

**- all parties have agreed that the site is no longer required for agricultural use**

You will need to include copies of the written confirmations from all relevant landlords and tenants, stating that they agree the site is no longer required for any agricultural use, when this application is submitted.

**- not all parties agreed that the site is no longer required for agricultural use**

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.

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

Please describe the proposed development including the siting and location of the building(s):

## 6. 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 noise impacts and how these will be mitigated:

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

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

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).

## 7. 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 confirmations in regard to agricultural tenancies (if required by the answers provided to question 5)

The correct fee

A site specific flood risk assessment (if required as per the flood risk details of question 6)

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>

## 8. 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)

## 9. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address:

## 10. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address: