

An application to determine if prior approval is required for a proposed:

Change of Use from Offices (Class B1(a)) to Dwellinghouses (Class C3).

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

Publication of applications on planning authority websites.

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

1. Site Address

Number

Suffix

Property name

Address line 1

Address line 2

Address line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

2. Applicant Details

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

2. Applicant Details

Town/city	<input type="text"/>
Country	<input type="text"/>
Postcode	<input type="text"/>

Are you an agent acting on behalf of the applicant?

Yes No

Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

3. Agent Details

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Matt"/>
Surname	<input type="text" value="Smith"/>
Company name	<input type="text" value="D&M Planning Ltd"/>
Address line 1	<input type="text" value="1A High Street"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Godalming"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="GU7 1AZ"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text"/>

4. Eligibility

Was the building in use on 29 May 2013 (or when last in use before that date) as an Office (Use Class B1(a))?

Yes No

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

5. Description of Proposed Works, Impacts and Risks

Please describe the proposed development, including (from 1 August 2020) details on the provision of adequate natural light in all habitable rooms of the dwellinghouses

Change of use from office to residential - see supporting statement.

5. Description of Proposed Works, Impacts and Risks

What will be the net increase in dwellinghouses?
This figure should be the number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses on the site immediately prior to the development.

8

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

See supporting statement

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

See supporting statement

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; or
- is in an area with critical drainage problems (such areas will have been notified to the Local Planning Authority by the Environment Agency).

Check if your site location is in Flood Zone 2 or 3 online.

Check with your Local Planning Authority to see if your site is in an area with critical drainage problems.

See supporting statement

Please provide details of the impacts of noise from commercial premises on the intended occupiers of the development and how this will be mitigated.

Note that 'commercial premises' means any premises normally used for the purpose of any commercial or industrial undertaking which existed on the date of this application including any licensed premises or any other place of public entertainment.

See supporting statement

6. Site Information

Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered"

Title Number

SGL386505

Energy Performance Certificate

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

Yes No

7. Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

Yes No

8. Occupation Status

Please indicate the occupation status of the office in question

Vacant Partially vacant
 Occupied

9. Electric vehicle charging points

Do the proposals include electric vehicle charging points and/or hydrogen refuelling facilities?

Yes No

10. Superseded consents

Does this proposal supersede any existing consent(s)?

Yes No

11. Development Dates

When are the building works expected to commence?

11. Development Dates

Month

Year

When are the building works expected to be complete?

Month

Year

12. Scheme and Developer Information

Scheme Name

Does the scheme have a name? Yes No

Developer Information

Has a lead developer been assigned? Yes No

13. Residential Units

Does this proposal involve the addition of any self-contained residential units or student accommodation (including those being rebuilt)? Yes No

Residential Units to be added

Please provide details for each separate type and specification of residential unit being provided.

Units Gained											
Unit type	Units	Tenure	GIA	Habitable rooms	Bedrooms	M4(2)	M4(3)(2a)	M4(3)(2b)	Sheltered Accommodation	Older Persons Housing	Garden Land
Flat, Apartment or Maisonette	1	Market for Sale	70	2	1	Yes	Yes	Yes			
Studio or (sc) Bedsit	1	Market for Sale	65	1	1	Yes	Yes	Yes			
Studio or (sc) Bedsit	1	Market for Sale	59	1	1	Yes	Yes	Yes			
Studio or (sc) Bedsit	1	Market for Sale	61	1	1	Yes	Yes	Yes			
Studio or (sc) Bedsit	1	Market for Sale	53	1	1	Yes	Yes	Yes			
Flat, Apartment or Maisonette	1	Market for Sale	54	2	1	Yes	Yes	Yes			
Flat, Apartment or Maisonette	1	Market for Sale	104	3	2	Yes	Yes	Yes			
Flat, Apartment or Maisonette	1	Market for Sale	96	3	2	Yes	Yes	Yes			

Please add details for every unit of communal space to be added

Who will be the provider of the proposed unit(s)?

Private

Total number of residential units proposed

8

Total residential GIA (Gross Internal Floor Area) gained

562

14. Existing and Proposed Uses

Please add details of the Gross Internal Area (GIA) for all current uses and how this will change based on the proposed development. Details of the floor area for any proposed new uses should also be added.

14. Existing and Proposed Uses

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these, select 'Other' and specify the use where prompted. View further information on Use Classes. Multiple 'Other' options can be added to cover each individual use. If the 'Other' option is not displayed, please contact our service desk to resolve this.

Use Class	Existing gross internal floor area (square metres)	Gross internal floor area lost (including by change of use) (square metres)	Gross internal floor area gained (including change of use) (square metres)
B1(a) - Office (other than A2)	530	530	0
Total	530	530	0

15. Waste and recycling provision

Does every unit in this proposal (residential and non-residential) have dedicated internal and external storage space for dry recycling, food waste and residual waste? Yes No

16. Utilities

Water and gas connections

Number of new water connections required

Number of new gas connections required

Fire safety

Is a fire suppression system proposed? Yes No

Internet connections

Number of residential units to be served by full fibre internet connections

Number of non-residential units to be served by full fibre internet connections

Mobile networks

Has consultation with mobile network operators been carried out? Yes No

17. Environmental Impacts

Community energy

Will the proposal provide any on-site community-owned energy generation? Yes No

Heat pumps

Will the proposal provide any heat pumps? Yes No

Solar energy

Does the proposal include solar energy of any kind? Yes No

Passive cooling units

Number of proposed residential units with passive cooling

Emissions

NOx total annual emissions (Kilograms)

Particulate matter (PM) total annual emissions (Kilograms)

Greenhouse gas emission reductions

17. Environmental Impacts

Will greenhouse gas emissions be reduced by a level exceeding that specified by Part L of The Building Regulations? Yes No

Green Roof

Proposed area of 'Green Roof' to be added (Square metres)

Urban Greening Factor

Please enter the Urban Greening Factor score

Residential units with electrical heating

Number of proposed residential units with electrical heating

Reused/Recycled materials

Percentage of demolition/construction material to be reused/recycled

18. Declaration

I/we hereby apply for prior approval 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.

Date (cannot be pre-application)