

Pre-application advice form



Please tick the relevant services required

- Planning advice *
- Historic Building advice *
- Highways advice *
- Environmental Health advice (E H Tap) *
- County Land Agent advice *
- Building Control advice *

* Please refer to the **Planning and Sustainable Development Fees and Charges** for guidance on the fee required and the specialist services that can be provided - <https://www.cornwall.gov.uk/planningfees>

Office use only	Date received:	DM officer:
	DM number:	

We aim to respond to your enquiry within 30 working days. The more information and detail you are able to provide, the more comprehensive and detailed a response we will be able to offer.

The pre-application advice service provides the informal opinion of an officer. If you require on-going discussions and a bespoke service then we recommend a Planning Performance Agreement is entered into. More information about this service can be found at: <https://www.cornwall.gov.uk/ppa>

1 Your details (correspondence will be to the person named here)	
Name:	STUART BENNETT
Address and postcode:	10, FLORENCE PLACE FALMOUTH TR11 3NJ
Telephone number (daytime/mobile):	[REDACTED]
Email address:	[REDACTED]
2 Applicant details (if you are working on somebody else's behalf, please complete their details here)	
Name:	
Address and postcode:	
Telephone number (daytime/mobile):	
Email address:	

10, FLORENCE PLACE FALMOUTH TR11 3NJ	
The enquirer is the: Owner <input checked="" type="checkbox"/> Occupier <input type="checkbox"/> Lessee <input type="checkbox"/> Prospective purchaser <input type="checkbox"/>	
Name and address of owner: STUART BENNETT 10, FLORENCE PLACE TR11 3NJ	
Does the enquirer own/control the adjoining land? Yes <input type="checkbox"/> No <input type="checkbox"/>	
4 Brief Description of proposed development	
CONSTRUCTION OF GARDEN ROOM/OFFICE AND CONVERSION OF BASEMENT OFFICE/SALON BACK TO BASEMENT FLAT, WITH REMOVAL OF BASEMENT WALL	
Do you have any specific questions you would like answered?	
5 Enclosures	
The following must be provided:	
<input checked="" type="checkbox"/>	Site location map with site edged red to a scale of 1:1250 or 1:2500
<input checked="" type="checkbox"/>	Description/schedule of existing uses on the site
<input checked="" type="checkbox"/>	A site plan (to scale)
<input checked="" type="checkbox"/>	Correct fee £85
Please state category of development (A, B, C, D or E): C	
If E please explain why it is exempt:	

Please indicate the service required by ticking one of the boxes below. The option you pick will have a bearing on the pre-application fee payable.

- Meeting on site or in the office with planning/case officer
 Unaccompanied site visit by planning/case officer with subsequent telephone discussion
 Desktop response only (No meeting/telephone conversation or site visit)

6 Declaration

Please sign and date below:

I the undersigned confirm that I am seeking pre-application advice on the proposed development described in the attached documentation and enclose the relevant fee

I: £50.00 as payment for the service ONLINE

I confirm that I have read and signed the privacy notice at the end of this form

Freedom of Information

Your enquiry, together with any response made by the Council, will be made available for public inspection unless you confirm in writing to us that the information provided is commercially sensitive. If the Local Planning Authority receives a request, under the Freedom of Information Act (FOI) or Environmental Information Regulations (EIR), to disclose information relating to this pre-application enquiry they are obliged to do so unless the information is deemed exempt under the Act.

Note.

We can only withhold information under FOI or EIR if the information falls under one of the exemptions (FOI) or exceptions (EIR) set out in legislation. For certain pre-application issues the applicant would be advised to complete the commercially sensitive checklist that should set out the reasons why, and for how long, they feel any information relating to the case needs to remain confidential. However, whilst we will take account of these views, the final decision on whether the information should be withheld rests with the Council. The Council maintains compliance to the Data Protection Act and we will not release any personal information to third parties.

Confidential Pre-applications

I agree that information from my confidential pre-application can be shared with the Electoral Divisional Member for the ward the site is in.

... of a Member plays an important role in the determination of planning related ...

Planning and Sustainable Development
 Cornwall Council Planning, PO Box 676, Threemilestone, Truro, TR1 9EQ
planning@cornwall.gov.uk
 Telephone 0300 1234 151

Building Control
 Cornwall Council Building Control, PO Box 676, Threemilestone, Truro, TR1 9EQ
buildingcontrol@cornwall.gov.uk
 Telephone 01872 224792

Please let us know if you need any particular assistance from us, such as providing the form in a different format or language.

Please note

Any advice given by Council officers for pre-application enquiries does not indicate any formal decision by the Council as local planning authority. Any views or opinions expressed are given in good faith, and to the best of ability, without prejudice to the formal consideration of any planning application following statutory public consultation, the issues raised and evaluation of all available information.

You should therefore be aware that officers cannot give guarantees about the final formal decision that will be made on your planning or related applications. However, the advice note issued will be considered by the Council as a material consideration in the determination of the future planning related application(s), subject to the proviso that circumstances and information may change or come to light that could alter the position. It should be noted that the weight given to pre-application advice notes will decline over time.

Category A – Major development

- Residential development of 10 or more dwellings or where the site area is 0.5 hectares or more
- New floor space or change of use of 1,000 square metres or more or where the site area is 1 hectare or more
- Development subject to an Environmental Impact Assessment (EIA)
- Lifting or varying conditions associated with a major development
- A single wind turbine

Category B – Minor development

- Residential development of between 2 and 9 dwellings or where the site area is below 0.5 hectares
- New floor space or change of use of less than 1,000 square metres or where the site area is less than 1 hectare
- Lifting or varying conditions associated with a minor development

Category C – Other development

- Telecommunications development
- Listed Building consent
- Advertisement consent
- Certificate of Lawfulness for existing development
- Proposals for a single dwelling
- Relevant demolition in a conservation area
- Lifting or varying conditions associated with "other development"
- Agricultural buildings/dwellings

Category D – Householder

- Desktop assessment only
- Listed buildings should refer to Category C

Category E – Exemptions (Free)

What are my data rights?

Your personal information belongs to you and you have the right to:

- be informed of how we will process it
- request a copy of what we hold about you and in commonly used electronic format if you wish (if you provided this to us electronically for automated processing, we will return it in the same way)
- have it amended if it's incorrect or incomplete
- have it deleted (where we do not have a legal requirement to retain it)
- withdraw your consent if you no longer wish us to process
- restrict how we process it
- object to us using it for marketing or research purposes
- object to us using it in relation to a legal task or in the exercise of an official authority
- request that a person reviews an automated decision where it has had an adverse effect on you

How do I exercise these rights?

If you would like to access any of the information we hold about you or have concerns regarding the way we have processed your information, please contact:

Data Protection Officer
 Assurance
 Cornwall Council
 County Hall
 Truro
 TR1 3AY
 Tel: 01872 326424
 Email: dpo@cornwall.gov.uk

I don't agree with something

We would prefer any complaints to be made to us initially so that we have the opportunity to see if we can put things right. However, if you are unhappy with the way we have processed your information or how we have responded to your request to exercise any of your rights in relation to your data, you can raise your concerns direct with the Information Commissioner's Office

Tel No. 0303 123 1113
<https://ico.org.uk/concerns/>

Why do you need my information?

You have asked us to provide you with a discretionary planning service so we need your name, address and payment details. Without them we will not be able to provide you with the service that you have requested.

I confirm that I have read and understood the above:



by signing this form or by email to discretionary@cornwall.gov.uk

offices listed on the application form or by email to discretionary@cornwall.gov.uk
 Privacy Notice - For Discretionary Services

The Beauty Clinic Offices, 10, Florence Place, Falmouth, Cornwall, TR11 3NJ



This Plan shows area bounded by: 180745.45, 52366.67, 188866.85, 52811.68 (at a scale of 1:1250). This representation of a road, track or path is no evidence of a right of way. The representation of boundaries is then in no evidence of a property boundary.

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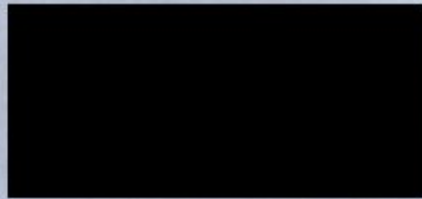
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10, Florence Place, Falmouth, Cornwall TR11 3NJ



Block plan shows area bounded by 1827081, 1242773, 1039881, 1244075 (all corners of 1800). The representation of a road, path or path is no evidence of right of way, this representation is included as they may be evidence of a property boundary.
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The basement of 10, Florence Place, FALMOUTH, TR11 3NJ is currently used by my wife for her business. In the last year her business has been severely restricted by the covid outbreak. Her business might not recover from this pandemic. To add to our problems my mother has become very ill in the last year and it is my wish to put my mother and father into the basement. Converting it back into a flat once again. This will involve taking down an interior wall. My wife will then hopefully try and regain her clients and work from the Garden/Office room.



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The Beauty Clinic, 10, Florence Place, Falmouth, Cornwall, TR11 3NJ



Block Plan shows areas bounded by 1:6250 scale, 50000:1 scale, 2019/2020 scale of 1:5000. This representation of a road, track or path is no evidence of a right of way. This representation of a building is not an evidence of a property boundary.

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