



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](https://www.cornwall.gov.uk/planningfees) 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: | Lebrasse Partnership - FAO. Simon Lebrasse |
| Address and postcode: | 2 Kents Road, St Peters House, Torquay, Devon, TQ1 2NL |
| 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: | Mr & Mrs Rogers |
| Address and postcode: | Nightingale House, King Charles Quay, Falmouth, Cornwall, TR11 3HQ |
| Telephone number (daytime/mobile): | [REDACTED] |
| Email address: | [REDACTED] |

| 3 Location of application site (full address including post code) |
|---|
|---|

**Nightingale House, King Charles Quay,
Falmouth, Cornwall, TR11 3HQ**

The enquirer is the: Owner ☒ Occupier ☐ Lessee ☐ Prospective purchaser ☐

Name and address of owner:

Mr & Mrs Rogers

**Nightingale House, King Charles Quay,
Falmouth, Cornwall, TR11 3HQ**

Does the enquirer own/control the adjoining land? Yes ☐ No ☐

4 Brief Description of proposed development

Introduction of an external 3 storey lift to the rear of the property

Do you have any specific questions you would like answered?

5 Enclosures

The following must be provided:

- ☒ Site location map with site edged red to a scale of 1:1250 or 1:2500
- ☒ Description/schedule of existing uses on the site
- ☒ A site plan (to scale)
- ☒ Correct fee

Please state category of development (A, B, C, D or E):

D

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

£80.00 as payment for the service

7 Data Protection

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.



The Divisional Member plays an important role in the determination of planning related applications and early engagement with the said Member is of paramount importance. All Members have received the necessary training in respect of handling confidential information.

I agree that information from my confidential pre-application can be shared with the Local Council. For information on how an individual local council operates, please contact that council direct.

