

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" value="Coggeshall"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="CO6 1SH"/>

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="Tony"/>
Surname	<input type="text" value="Collins"/>
Company name	<input type="text" value="Collins &amp; Coward Ltd"/>
Address line 1	<input type="text" value="The Courtyard"/>
Address line 2	<input type="text" value="9A East Street"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Coggeshall"/>
Country	<input type="text" value="England"/>
Postcode	<input type="text" value="CO6 1SH"/>
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 to residential unit. The ground floor has two rooms. One is a small store non-habitable with small window. The other is a large kitchen/diner/living area with large picture window and two velux roof lights. The upper room is a bedroom with on-suite shower with one large opening

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

window.

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.

1

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

The existing office has three parking spaces off-street at the front with direct access to East Street.

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

None

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.

In flood zone 1

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.

There are no adjoining commercial premises. There are residential units either side of the office.

## 6. 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)

08/06/2021