

**Application to determine if prior approval is required for a proposed:
Change of use from Commercial, Business and Service (Use Class E),
or betting office or pay day loan shop to
mixed use including up to two flats (Use Class C3)**

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

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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.

Find contact details for Local Planning Authorities: <https://www.planningportal.co.uk/lpasearch>

If printed, please complete using block capitals and black ink.

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:

PLANNING CONTROL

07 SEP 2021

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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:	3/5 High Street				
Address 1:	Alton				
Address 2:	Hampshire				
Address 3:	<input type="text"/>				
Address 4:	<input type="text"/>				
Postcode:	GU34 1TL				

4. Eligibility

Would the proposed change of use result in the building containing more than two flats?

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.

Would a part of the building continue to be:

- In a commercial/business/service use; and/or
- Used as a betting office and/or a pay day loan shop

Yes No

If you have answered No 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.

Would the proposed flat(s) only be situated on floor(s) above a floor where at least some of the other proposed mixed uses are to be provided?

Yes No

If you have answered No 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.

If the building has a ground floor display window, would any of that ground floor be used as a flat?

Yes No / The building does not have a ground floor display window

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 all the proposed flats have gross internal floor areas of at least 37 square metres, and comply with the nationally described space standard?

Yes No

If you have answered No 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.

Following the change of use, will each flat only be used as a dwelling:

- by a single person or by people living together as a family, or
- by not more than 6 residents living together as a single household (including a household where care is provided for residents)

Yes No

If you have answered No 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. Description of Proposed Works, Impacts and Risks

Please describe the proposed development including details of the flat(s) and other works proposed:

The building (the old Travel Bag shop on the high street) is currently shop on ground floor (around 1000sqft) and office space on 1st floor (+attic) also of around 1000sqft.

Our proposal is to convert the upper floor to a flat (just one flat), and retain the ground floor as a shop. We think this falls within the permitted development criteria.

We are not sure on the current use designation of the building. We do not (yet) own the building but are looking to purchase.

There is no existing parking for the building (offices or shop) and the proposed change of use of 1st floor would not change this - but there is plenty of local parking behind the building.

The building is Grade II listed, so our work in conversion to flat on the first floor would be done in conjunction with the appropriate building controls and requirements of local conservation officer. In fact, our drive is to retain this building in its intended condition and not to convert beyond what was originally intended.

What will be the net increase in dwellinghouses:

Note that this figure should be the number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses in the existing building.

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

Please provide details on the provision of adequate natural light in all habitable rooms of the flat(s):

The current office spaces all have adequate natural light (all existing rooms have external windows). We do not propose any additional rooms without existing windows on external walls, so all rooms in the proposed flat would have adequate natural light.

Please provide details of any arrangements required for the storage and management of domestic waste:

For domestic waste, we propose that the rear accessway be used, and waste collected along with that of other premises in the location from the rear of the property. An alternative could be to provide a route through to the front of the property.

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

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

N/A

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).

N/A

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Please provide details of the impacts of noise from any commercial premises on the intended occupiers of the new dwellinghouses and how these will be mitigated:

Appropriate noise management through the floor/ceiling will be evaluated through the building control for the conversion. The flat is adjacent (on two sides - rear and north) to the Assembly Rooms, where noise would not be expected to be a significant issue. On the facade facing the high street, consideration will be given to appropriate secondary glazing for the proposed bedroom (in consultation with conservation officer and building control).

6. 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.



A plan indicating the site and showing the proposed development.



The correct fee



A site specific flood risk assessment
(if required as per the flood risk details of question 5)



Floor plans indicating the total floor space in square metres of each dwellinghouse, the dimensions and proposed use of each room, the position and dimensions of windows, doors and walls, and the elevations of the dwellinghouses



All plans should be drawn to an identified scale and show the direction of North.

Plans can be bought from the Planning Portal's accredited supplier:

<https://www.planningportal.co.uk/buyaplanningmap>

7. 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:

G T CLARK

Or signed - Agent:

Date (DD/MM/YYYY):

3 SEPT 2001

(date cannot be pre-application)

8. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address:

9. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address: