

# 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>

Please note that the advice given to a pre-application enquiry relates to the merits of the proposal and planning material considerations only, it does not constitute confirmation as to whether planning permission or other planning consents are required or not required. Should you wish to determine this before submitting a pre-application enquiry please submit a Do I Need Enquiry.

1 Your details (correspondence will be to the person named here)	
Name:	GARY WILSON
Address and postcode:	1, ALDREATH COTTAGES, ALDREATH ROAD, MADRON, PENZANCE TR20 8ST
Telephone number (daytime/mobile):	01736 333482
Email address:	igwilson236@btinternet.com

2 Applicant details (if you are working on somebody else's behalf, please complete their details here)	
Name:	MR T LAMBOURN + MISS S PRICE
Address and postcode:	FRENCHMAN'S WATCH ELM CLOSE TERRACE NEWLYN TR18 5AU
Telephone number (daytime/mobile):	[REDACTED]
Email address:	[REDACTED]

3 Location of application site (full address including post code)	
ISLAND STORES THE FRAGAN NEWLYN TR18 5BE	
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: AS 2	
Does the enquirer own/control the adjoining land? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
4 Brief Description of proposed development	
Please note: Proposals should relate to one development proposal in respect of the site. We will not accept many options for development under a single pre-application enquiry.	
CONVERSION OF STORE/GARAGE TO DWELLING AND GARAGE/STORE AS APPROVED UNDER REF: PA23/01716 ON 3/7/23	
Do you have any specific questions you would like answered? AS DISCUSSED PREVIOUSLY WITH KATIE MOSLEY THE PROPOSAL TO CHANGE THE WINDOW MATERIAL AND DESIGN OF GARAGE DOORS	

**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 note:** Planning are unable to accept location or site plans which have been taken from the Cornwall Council website. This includes internet mapping which is covered by Ordnance Survey copyright and plans included on the online planning register unless permission sought from the document owner. Site location plans and block plans can be purchased online from various websites.

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.

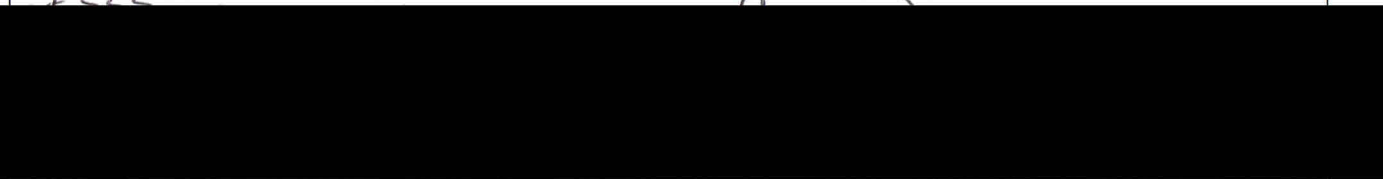
- **Desktop Assessment only** - advice provided from the information submitted – no contact with the officer.
- **Desktop Plus** – desk top assessment plus telephone/teams meeting with officer
- **Full pre application** – desktop assessment, telephone/teams meeting, unaccompanied site visit

**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**

*P372*



**7 Data Protection**

I confirm that I have read and understood 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.

**Planning and Sustainable Development**  
 Cornwall Council Planning, PO Box 676, Threemilestone, Truro, TR1 9EQ  
[planning@cornwall.gov.uk](mailto: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](mailto: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.