

Your Ref :  
Our Ref : 23/1414/PMA  
Contact : Planning Technical Administration Team  
Email : [planning@n-kesteven.gov.uk](mailto:planning@n-kesteven.gov.uk)



John Haynes Architectural Design  
39 Hawthorn Road  
Lincoln  
LN2 4QX

1st December 2023

Dear Sir/Madam

### **Notification of Receipt of Prior Approval Application**

**Application Reference:** 23/1414/PMA

**Proposal:** Change of use from Commercial, Business and Service (Use Class E) to two dwellings (Use Class C3)

**Location:** Lnaact House 1 Bentley Drive Bracebridge Heath

**Date Registered:** 29th November 2023

**Terminal Date:** 24th January 2024

I acknowledge receipt of your application received on the above date. The application fulfils the requirements of the relevant legislation in terms of its initial validation and therefore you should receive determination as to whether prior approval is required or not within 56 days of the aforementioned date on which the Council received your application. If the case officer requires further information in order to fully assess the application they will be in touch.

If you have any concerns or general queries regarding the progress of your application, then please contact the Planning Administration Section for assistance. It will help the Council if in all communications you quote the application number, **23/1414/PMA** and the case officer's name, **Shelly Delderfield**. You can track your application online at [www.n-kesteven.gov.uk/planningonline](http://www.n-kesteven.gov.uk/planningonline).

Yours faithfully

Technical Administration Team  
**Planning Services**