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Please complete this form in block capitals using black ink to facilitate scanning.  
You are advised to read the accompanying guidance notes and per-question help text.  
If you would rather make this application online, you can do so on our website:  
<https://www.planningportal.co.uk/apply>

## Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3)

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

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

### Local Planning Authority details:



North Kesteven District Council, District Council Offices  
Kesteven Street, Sleaford, Lincolnshire NG34 7EF

Telephone: 01529 414155

### 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.

1. Applicant Name and Address			
Title:	<input type="text" value="MR"/>	First name:	<input type="text" value="J"/>
Last name:	<input type="text" value="MOHAMMED"/>		
Company (optional):	<input type="text"/>		
Unit:	<input type="text"/>	Number:	<input type="text" value="28"/>
		Suffix:	<input type="text"/>
Building name:	<input type="text"/>		
Address 1:	<input type="text" value="BLACKFRIARS ROAD"/>		
Address 2:	<input type="text"/>		
Address 3:	<input type="text"/>		
Town:	<input type="text" value="LINCOLN"/>		
County:	<input type="text"/>		
Country:	<input type="text"/>		
Postcode:	<input type="text" value="LN2 4WS"/>		

2. Agent Name and Address			
Title:	<input type="text" value="MR"/>	First name:	<input type="text" value="JOHN"/>
Last name:	<input type="text" value="HAYNES"/>		
Company (optional):	<input type="text" value="JOHN HAYNES ARCHITECTURAL DESIGN"/>		
Unit:	<input type="text"/>	Number:	<input type="text" value="39"/>
		Suffix:	<input type="text"/>
Building name:	<input type="text"/>		
Address 1:	<input type="text" value="HAWTHORN ROAD"/>		
Address 2:	<input type="text"/>		
Address 3:	<input type="text"/>		
Town:	<input type="text" value="LINCOLN"/>		
County:	<input type="text"/>		
Country:	<input type="text"/>		
Postcode:	<input type="text" value="LN2 4QX"/>		

### 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:	EX LNAACT HOUSE				
Address 1:	BENTLEY DRIVE				
Address 2:	BRACEBRIDGE HEATH				
Address 3:	LINCOLN				
Address 4:	<input type="text"/>				
Postcode:	LN4 2QW				

### 4a. Eligibility - The current building and site

Has the building been vacant for a continuous period of at least 3 months immediately prior to the date of this application?

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.

Has the use of the building, for a continuous period of at least 2 years immediately prior to the date of this application, been any of the following:

- For periods prior to 1 September 2020 -
  - Shops (Use Class A1);
  - Financial and professional services (Use Class A2);
  - Food and drink (Use Class A3)
  - Business (Use Class B1);
  - Medical or health services - Non-residential institutions (Use Class D1(a));
  - Crèche, day nursery or day centre - Non-residential institutions (Use Class D1(b));
  - Indoor and outdoor sports - Assembly and leisure (Use Class D2(e)), other than as an indoor swimming pool or skating rink;
- For periods from 1 September 2020 - Commercial, Business and Service (Use Class E)

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.

Does the cumulative floor space of the existing building exceed 1,500 square metres?

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.

Is any land covered by, or within the curtilage of, the building:

- in a site of special scientific interest;
- a listed building or land within its curtilage;
- a scheduled monument or land within its curtilage;
- a safety hazard area;
- a military explosives storage area;

Or, is the building:

- in an area of outstanding natural beauty;
- in an area specified by the Secretary of State for the purposes of enhancement and protection of the natural beauty and amenity of the countryside;
- in the Broads;
- in a National Park;
- in a World Heritage Site

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.

#### 4b. Eligibility - The proposed change of use

For applications, submitted before 1 August 2022, proposing a change of use to Dwellinghouses (Use Class C3) from Offices (Use Class E(g)(i), previously Use Class B1(a)).

Is/Was there an Article 4 direction in place that has removed these specific permitted development rights?

Yes  No / Not relevant

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 new dwellinghouses 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 changes of use, will every dwellinghouse in the building remain in use within Use Class C3 and for no other purpose, unless that purpose is ancillary to the primary use as a dwellinghouse?

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. Agricultural Tenants

Is any part of the land covered by or within the curtilage of the building occupied under any agricultural tenancy agreements?

Yes  No

If yes, have all the parties to any agricultural tenancy agreements consented to the change of use?

Yes  No

If occupied under any agricultural tenancy agreements and:

**- all parties have consented to the change of use**

You will need to include copies of the written confirmations from all relevant parties, stating their consent, when this application is submitted.

**- not all parties have consented to the change of use**

Your proposals will not be eligible for permitted development based on 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.

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

Please describe the proposed development including details of any dwellinghouses and other works proposed:

THE SITE IS THE FORMER OPERATIONAL OFFICES OF THE LINCOLNSHIRE AND NOTTINGHAMSHIRE AIR AMBULANCE CHARITY PRIOR TO THAT US IT IS BELIEVED THAT THE PROPERTIES WERE EITHER TWO SEPARATE RESIDENCES OR ONE OR TWO SHOPS WITH RESIDENTIAL ACCOMMODATION.

THE PROPERTY SITS WITHIN A PREDOMINANTLY RESIDENTIAL AREA AND A RETURN TO A PURELY RESIDENTIAL USE WOULD BETTER FIT WITHIN THE AREA

WORKS PROPOSED ARE GENERALLY INTERNAL TO REINSTATE THE PARTY WALL BETWEEN THE TWO PROPERTIES AND REMOVE OVERTLY COMMERCIAL INTERNAL STRUCTURES (EG DISABLED WC)

ANY EXTERNAL CHANGES REQUIRED WILL FORM A SEPARATE APPLICATION ONCE THIS IS DETERMINED AND THIS MAY BE CONDITIONED.

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

Please provide details on the provision of adequate natural light in all habitable rooms of the dwellinghouses:

THERE ARE A NUMBER OF COMMERCIAL APPENDAGES TO THE PROPERTY EG FIRE ESCAPE STAIR AND REAR OUTBUILDINGS AND CAR PARKING AREAS THESE WILL BE REMOVED AND DOMESTIC GARDENS REINSTATED. AGAIN IF A PLANNING APPLICATION IS REQUIRED FOR THIS IT WILL BE MADE AND CAN BE CONDITIONED

TWO SEPARATE 4 BEDROOM PROPERTIES ARE PROPOSED WITHIN THE EXISTING BUILDING FOOTPRINT

What will be the net increase in dwellinghouses:

2

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.

Please provide details of any transport impacts and how these will be mitigated, particularly to ensure safe site access:

PREVIOUS USE RELIED HEAVILY ON CAR + VAN TRANSPORT WITH PARKING FOR 19 VEHICLES THE PROPOSED RESIDENTIAL USE WILL SIGNIFICANTLY REDUCE TRANSPORT IMPACTS FROM THE PREVIOUS USE AND ANY ALTERNATIVE COMMERCIAL USE OF THE SITE

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

NONE KNOWN  
OFFICE AND STORAGE USES UNLIKELY TO HAVE RESULTED IN SIGNIFICANT CONTAMINATION.

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

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).

REFERENCE TO GOV.UK FLOOD MAP FOR PLANNING SHOW THE SITE TO BE IN FLOOD ZONE 1 WITH A LOW PROBABILITY OF FLOODING FROM RIVERS AND THE SEA  
GOV.UK LONG TERM FLOOD RISK SITE CONFIRMS THE ABOVE AND ALSO THAT THE SITE HAS A VERY LOW RISK OF SURFACE WATER FLOODING

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:

AS NOTED ABOVE THE PROPERTY IS SURROUNDED BY RESIDENTIAL USES THEREFORE THERE ARE NO ADJACENT COMMERCIAL NOISE RISKS

If the proposed development would result in a building that contains more than one dwellinghouse, and is either 18 metres (or more) in height or contains 7 (or more) storeys.

Please provide details of the fire safety impacts on the intended occupants of the building.

For such proposals, a 'Fire statement' that covers the fire safety design principles, concepts and standards that have been applied to the development should also accompany the application.

NOT APPLICABLE PREMISES ARE TWO STOREY ONLY AND LESS THAN 18 M IN HEIGHT  
A BUILDING REGULATIONS APPLICATION WILL BE MADE TO COVER THE SEPARATION WORKS AND THIS WILL ALSO DEAL WITH FIRE ISSUES.

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

If the building is located in a conservation area, and the development involves a change of use of the whole or part of the ground floor. Please provide details of the impacts that the change of use will have on the character or sustainability of the conservation area and how these will be mitigated:

THE BUILDING IS NOT WITHIN A CONSERVATION AREA

If the building is located in an area currently in use for general or heavy industry, waste management, storage and distribution, or a mix of such uses.

Please provide details of the impacts on intended occupiers of the development of the introduction of residential use in the area and how these will be mitigated:

NOT APPLICABLE

If the proposal involves the loss of services provided by a registered nursery, or a health centre.

Please provide details of the impacts on the local provision of the type of services lost and how these will be mitigated:

NOT APPLICABLE

## 7. 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 is required or should be granted. 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.



The confirmations in regard to agricultural tenancies (if required by the answers provided to question 5) N/A

The correct fee *TO FOLLOW DIRECT FROM APPLICANT*



A site specific flood risk assessment (if required as per the flood risk details of question 6) N/A

A plan indicating the site and showing the proposed development.



A 'Fire statement' that covers the fire safety design principles, concepts and standards that have been applied to the development N/A

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



(if required as per the fire safety details of question 6)

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

Plans can be bought from one of the Planning Portal's accredited suppliers:

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

## 8. 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:

Or signed - Agent:

Date (DD/MM/YYYY):

*ON BEHALF OF MR J MOHAMMED*

*JOHN HAYNES ARCHITECTURAL DESIGN*

*27/11/2023*

(date cannot be pre-application)

## 9. Applicant Contact Details

Telephone numbers

Country code: National number: Extension:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address:

[Redacted]

## 10. Agent Contact Details

Telephone numbers

Country code: National number: Extension:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address:

*john\_haynes@falktalk.net*