

For Official Use Only	
Receipt	<input type="text"/>
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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

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.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	<input type="text" value="67"/>
Suffix	<input type="text"/>
Property Name	<input type="text"/>
Address Line 1	<input type="text" value="London Road"/>
Address Line 2	<input type="text"/>
Address Line 3	<input type="text" value="Kent"/>
Town/city	<input type="text" value="Sevenoaks"/>
Postcode	<input type="text" value="TN13 1AU"/>

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
<input type="text" value="552892"/>	<input type="text" value="154811"/>

Description

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

First name

Joseph

Surname

Stroud

Company Name

UPP Architects + Town Planners

Address

Address line 1

Atrium

Address line 2

The Stables Market

Address line 3

Chalk Farm Road

Town/City

London

County

Country

Postcode

NW1 8AH

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Eligibility

Permitted development rights are subject to conditions set by legislation to ensure that only appropriate proposals are eligible.

The need to apply to the Local Planning Authority to see if prior approval is required is one such condition.

The questions below will help determine if the proposals are eligible for this permitted development right.

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

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 an indoor swimming pool or skating rink;
- For periods from 1 September 2020
 - Commercial, Business and Service (Use Class E)

Yes

No

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

Yes

No

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

The proposed change of use

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

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

Yes

No / Not relevant

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

Following the development, 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

Agricultural tenants

To be eligible for this permitted development right, all parties to any agricultural tenancy agreements that are currently in place need to provide consent.

This is to help ensure that agricultural tenants are not displaced to allow a change of use to be carried out.

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

Yes

No

Fire Safety

Where the building (as proposed) exceeds certain limits, legislation has been put in place to ensure the adequate consideration of fire safety by the Local Authority (including its decision to grant prior approval) and other relevant parties.

Would the proposed development result in a building that contains one or more dwellinghouse, and is:

- 18 metres or more in height (as measured from ground level to the highest part of the roof); and/or
- Contains 7 or more stories

Yes

No

Description of Proposed Works, Impacts and Risks

Proposed works

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

Prior Approval for Conversion of Existing Office Space at First and Second Floor Levels to Residential via Schedule 2, Part 3, Class MA of the GPDO

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

The host building contains many openings to the front which face towards London Road and also the rear elevation which will both be utilised to provide natural light into the flat at first floor level. No changes to the openings are proposed to the externality of the property and there would be no changes overall for the ground floor level either. Each habitable room of the two bedroom unit will be served by at least one opening with a larger window existing for the living space to provide a high quality internal space.

An internal daylight report Morgan Light Assessors accompanies this submission. The report assesses the proposed new accommodation to determine whether the internal spaces will be provided with adequate daylight by reference to Target Illuminance (ET) Factor.

The report concludes by highlighting that as there is no extension to the building's external envelope and therefore no reduction in daylight or sunlight to nearby buildings and gardens. Additionally, it confirms that all daylight and sunlight in all rooms within the proposed flat are better than the recommendations of the Building Research Establishment publication 'Site layout and planning for daylight and sunlight, a guide to good practice' published in 2022 and the normal planning requirements. As such, the requirement of the Permitted Development Order is satisfied for the development. .

What will be the net increase in dwellinghouses?

2

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

Impacts and risks

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

The development would involve the creation of two additional residential dwellings. Based on the residential capacity of the proposed residential units, an overall increase of approximately 9 persons living on the site is expected. Given the site's access to public transport, it is expected that the existing public transport network would be equipped to serve additional residents.

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

There is no notable concern of contamination at the site, no specific constraints in regard to contamination are associated with the building and the conversion of the first floor to a residential use would not be expected to create additional contamination issues considering this does not disturb the ground level in the application.

Please provide details of any flooding risks and how these will be mitigated.

The application site is located within Flood Zone 1 which indicates a 'low' probability of flooding from surface water in accordance with the Government's flood risk information. It is not considered that the change of use at first and second floor levels would require any additional flood risk measures in connection to this specific application.

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.

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

Directly adjacent to the first floor flat would be the lower floor of an existing duplex residential flat which would be expected to generate a similar noise level.

A noise impact assessment in relation to the surrounding commercial uses has been undertaken by a Stinton Jones Consulting Engineers. This has been submitted alongside the documents provided in the application. The assessment concluded the following:

“Calculations and survey data in this report show that the noise level from the Units outside the windows of the development will be 1dB below the background. BS 4142 recommends that machine noise equal to or below the background will be of low impact. BS 8233 recommends that noise inside the s or bedrooms should be below 35dBA daytime. The predicted noise inside the flats arising from the AC units is 30.1dBA and will therefore give no cause for complaint.”

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

Given that the proposal retains the ground floor retail frontage, it is not considered that any resulting loss of ancillary commercial use will adversely impact the vitality of the conservation area setting. Moreover, the residential use above the existing commercial retail unit will ensure the longevity and use of the property.

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

The building does not concern these uses.

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

The proposal does not concern these uses.

List of flats and other premises in the existing building

Please provide a list of all addresses of any flats and any other premises within the existing building

House name:

Number:

67

Suffix:

Address line 1:

London Road

Address Line 2:

Town/City:

Sevenoaks

Postcode:

TN13 1AU

House name:

67a

Number:

Suffix:

Address line 1:

London Road

Address Line 2:

Town/City:

Sevenoaks

Postcode:

TN13 1AU

House name:

67b

Number:

Suffix:

Address line 1:

London Road

Address Line 2:

Town/City:

Sevenoaks

Postcode:

TN13 1AU

House name:

67c

Number:

Suffix:

Address line 1:

London Road

Address Line 2:

Town/City:

Sevenoaks

Postcode:

Declaration

I/We hereby apply for Prior Approval: Change of use – commercial/business/service to dwellinghouses as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

- UPP Architects + Town Planners

Date

10/11/2023