

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):

D

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

[.....] as payment for the service

Name: Elisabeth Smith

Signature

Date: 09/02/2024

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