

Our Ref: SM/99443

11 March 2024

South Gloucestershire Council,
Department for Environment and Community Services,
PO Box 1954,
Strategic Planning,
Bristol,
BS37 0DD



Dear Sir/Madam

MR P KIRBY & MRS A GAPARE
82A, HIGH STREET, STAPLE HILL, BS16 5HN
CHANGE OF USE OF MASONETTE TO OFFICES (USE CLASS E)
PLANNING PORTAL REFERENCE PP-12861897

On behalf of our clients, Mr P Kirby and Mrs A Gapare, we are pleased to submit an application seeking planning permission for the change of use of 82A High Street Staple Hill from a dwellinghouse (Class C3) to offices (Class E). The application site comprises of the existing maisonette which is located over the first and second floors of the building. The existing ground floor retail use is not part of the application site.

The application comprises the following, in addition to this covering letter:

- Completed application form/ownership certificate
- Completed CIL form
- Planning Statement
- Site Location Plan
- Block Plan
- Existing and proposed floorplan

The application fee of £578 will be paid by the applicant via the Planning Portal.

We trust that planning permission for this use will be granted in due course. In the meantime, we look forward to receiving your acknowledgement of registration of this application.

Yours faithfully



SIMON METCALF
Associate

e-mail: planning.consultancy@alderking.com
direct dial: 0117 317 1174