This form should be saved to your device and then completed using the free Adobe Acrobat Reader application or full version of Adobe Acrobat. Many internet browsers and other applications can display PDF files, but we cannot guarantee their compatibility in regard to these forms. We specifically advise users of Apple devices not to use 'Preview' because of known issues.

Notification for Prior Approval for a Proposed Change of Use of a Building from Shops (Class A1), Financial and Professional Services (Class A2), a Betting Office, Pay Day Loan Shop or a Mixed Use Combining Use as a Dwellinghouse with a Betting Office, Pay Day Loan Shop, Shops (Class A1) or Financial and Professional Services (Class A2) to a use falling within Class C3 (Dwellinghouse), and for Associated Operational Development*

Town and Country Planning (General Permitted Development) Order 2015

Schedule 2, Part 3, Class M

* Development is not permitted where the cumulative floor space changing use exceeds 150 square metres.

Development is not permitted where the building is a listed building, or is a scheduled monument, or where the building is located on Article 2(3) land, in a site of special scientific interest, in a safety hazard area or in a military explosives storage area.

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to a Local Planning Authority in accordance with the legislation detailed on this form.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Planning Authority in agreement with the declaration section.

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.

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.

Find contact details for Local Planning Authorities: https://www.planningportal.co.uk/lpasearch

If printed, please complete using block capitals and black ink.

1. Developer Name and Address

Title:		First name:	CAROL		
Last name:	FLOWER				
Company (optional):					
Unit:		House number:		House suffix:	
House name:	C/O AGENT				
Address 1:					
Address 2:					
Address 3:					
Town:					
County:					
Country:					
Postcode:					

2. Agent Name and Address

Title:		First name:	ROB		
Last name:	FORD				
Company (optional):	ROBERT L. FORD				
Unit:		House number:		House suffix:	
House name:	PARKSIDE				
Address 1:	PARK ROAD				
Address 2:					
Address 3:					
Town:	LEEK				
County:	STAFFORDSHIRE				
Country:	UK				
Postcode:	ST13 8JT				

3. Site Address Details

Please provide the full postal address of the application site.

Unit:		Building number:	19	Building suffix:	
Building name:					
Address 1:	GROUND FLOOR				
Address 2:	19 GARDEN STREET				
Address 3:					
Town:	LEEK				
County:	STAFFORDSHIRE				
Postcode:	ST13 8DY				

4. Description of proposal

If the building was not in use on 20th March 2013, what date was it last in use? (DD/MM/YY)

What was the use of the building on 20th March 2013 or the last use before that date?

RETAIL SHOP (GROUND FLOOR) WITH SELF CONTAINED RESIDENTIAL UNIT OVER

Please specify (*including any floor space that has already changed use to a dwellinghouse under Class M of Part 3 of Schedule 2 to the Town and Country Planning (General Permitted Development Order) 2015)* the cumulative floor space of building which is proposed to change use to a dwellinghouse: NIL

Please describe the proposed development, and provide relevant information on transport and highways, contamination and flooding risks on site. A flood risk assessment should be provided with the application where the building is located in Flood Zones 2 and 3, and in Flood Zone 1 where an area which has critical drainage problems has been notified to the Local Planning Authority by the Environment Agency:

THERE ARE NO PERCEIVED RISKS ARISING FROM FLOODING

VEHICULAR VISITS WILL BE MUCH REDUCED WITH A RESULTANT LESSER NEED FOR ON STREET VISITOR PARKING IN AN ALREADY HEAVILY TRAFFICED CONGESTED URBAN STREET

Please provide a view on the impact of the change of use on the provision of services and an assessment of how likely it is that the building could be occupied by another retail or financial/professional services use:

THE GROUND FLOOR PART OF THE APPLICATION BUILDING IS A VACANT RETAIL UNIT WHICH HAS BEEN OFFERED FOR RENT BY A LOCAL HIGH STREET AGENT WITH VERY LITTLE INTEREST BEING SHOWN. ANY SUCH INTEREST HAS NOT RESULTED IN A FIRM LETTING ARRANGEMENT.

THE PREVIOUS SHOP TENANT VACATED THE PREMISES IN EARLY 2018 HAVING FOUND TRADING CONDITIONS TO BE UNSUSTAINABLE IN THIS LOCATION

4. Description of proposal (Continued)

Where the building is located in a key shopping area, please provide a view on the impact of the proposed change of use on the sustainability of that shopping area:

THE LOCATION IS SOMEWHAT REMOTE FROM OTHER SHOPS AND INDEED REPRESENTS A NONE CONFORMING USE IN A RESIDENTIAL STREET OF TERRACED HOUSES IN A LARGELY RESIDENTIAL AREA.

THE BUILDING IS NOT IN A KEY SHOPPING AREA

Please give a description of any exterior alterations which are proposed to the building, including information of any intended partial demolition reasonably necessary to carry out these works:

THERE ARE SOME MINOR ALTERATIONS PROPOSED TO THE GROUND FLOOR REAR WING SIDE ELEVATION AND THE PROVISION OF AN OFF ROAD PARKING SPACE, ACCESSED FROM A REAR SERVICE ROAD, TO REPLACE AN EXISTING UNUSABLE (UNDERSIZED) ATTACHED GARAGE

5. Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required could result in your notification being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted. Please note that as part of this procedure, if any objections are received the Local Planning Authority may require submission of further information at a later date.

All sections of this notification completed in full, dated and signed (typed signature if sent electronically). ☒

A plan indicating the site and showing the proposed development. A plan drawn to an identified scale will assist the authority in assessing your development proposal. ☒

The correct fee. ☒

Plans can be bought from one of our accredited suppliers using our Buy a planning map (www.planningportal.co.uk/buyaplan)

6. Declaration

I/we hereby apply for prior approval as described in this notification 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 - Developer:	Or ~~Signed~~ - Agent:	Date (DD/MM/YYYY):
		02/01/2019 (date cannot be pre-application)

7. Developer Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code:	Mobile number (optional):

Country code:	Fax number (optional):

Email Address - If this is given then it will be assumed that the applicant consents to all correspondence being done electronically.

8. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
	01536 398290	

Country code:	Mobile number (optional):
	07969 686886

Country code:	Fax number (optional):

Email Address - If this is given then it will be assumed that the applicant consents to all correspondence being done electronically.