STAFFORDSHIRE moorlands DISTRICT COUNCIL
ACHIEVING · EXCELLENCE

Staffordshire Moorlands District Council
Moorlands House, Stockwell Street, Leek
Staffordshire Moorlands, ST13 6HQ
Telephone: 0845 605 3013
www.staffsmoorlands.gov.uk

Application for Planning Permission; Consent to Display an Advertisement(s)

Town and Country Planning Act 1990 (as amended); Town and Country Planning (Control of Advertisement) (England) Regulations 2007 (as amended)

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: 20/22a

Suffix:

Property Name:

Address Line 1: Leek Road

Address Line 2:

Address Line 3: Staffordshire

Town/city: Stockton Brook

Postcode: ST9 9NN

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

Easting (x): 391713

Northing (y): 352014

Description:

Applicant Details

Name/Company

Title

Ms

First name

Sarah

Surname

Clowes

Company Name

CI Properties Limited

Address

Address line 1

Elmwood

Address line 2

Leek Road

Address line 3

Longsdon

Town/City

Stoke on Trent

County

Staffordshire

Country

United Kingdom

Postcode

ST9 9QF

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Site Area

What is the measurement of the site area? (numeric characters only).

486.00

Unit

Sq. metres

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. View government planning guidance on fire statements or access the fire statement template and guidance.
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or view government planning guidance on determination periods.

Description

Please describe details of the proposed development or works including any change of use

This application is for the change of use of number 20/22a Leek Road, Stockton Brook from a residential dwelling to office use for a solicitors office within use class B1.

Has the work or change of use already started?

- [x] Yes
- [ ] No

If yes, please state the date when the work or change of use started (date must be pre-application submission)

17/07/2023

Has the work or change of use been completed?

- [ ] Yes
- [x] No

Existing Use

Please describe the current use of the site

20 Leek Road is currently unoccupied and has been empty since June 2022 when the residential tenant vacated the property. The property has not been rented out since that time and has remained empty. The property has been on the open market for sale for over 12 months. The applicant completed the purchase of the site which includes 20, 22, 22a and adjoining land on 30 June 2023. The property is the end terrace in a row of occupied commercial premises which include a barber shop and a beauty salon.
22 Leek Road is currently rented out as a commercial office on a rolling one month lease. 22a Leek Road is occupied by a residential tenant who has lived in the property since 1996 and is in receipt of housing benefit. There is an assured shorthold tenancy agreement in place. The cadet hut is leased to the army cadets under an existing lease.

Is the site currently vacant?

- [x] Yes
- [ ] No

If Yes, please describe the last use of the site

20 Leek Road is currently unoccupied and has been unoccupied since June 2022. Up until June 2022, the property was occupied as a residential dwelling under an assured shorthold tenancy agreement.
It is intended that the existing assured shorthold tenancy agreement in respect of 22a Leek Road and the existing lease to the Army Cadets of the cadet hut will continue.

When did this use end (if known)?

dd/mm/yyyy

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- [ ] Yes
- [x] No

Land where contamination is suspected for all or part of the site

- [ ] Yes
- [x] No

A proposed use that would be particularly vulnerable to the presence of contamination

- [ ] Yes
- [x] No

Materials

Does the proposed development require any materials to be used externally?

- [ ] Yes
- [x] No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- [ ] Yes
- [x] No

Is a new or altered pedestrian access proposed to or from the public highway?

- [ ] Yes
- [x] No

Are there any new public roads to be provided within the site?

◯ Yes
⊘ No

Are there any new public rights of way to be provided within or adjacent to the site?

◯ Yes
⊘ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

◯ Yes
⊘ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

⊘ Yes
◯ No

Please provide information on the existing and proposed number of on-site parking spaces

Vehicle Type:
Cars

Existing number of spaces:
4

Total proposed (including spaces retained):
8

Difference in spaces:
4

Trees and Hedges

Are there trees or hedges on the proposed development site?

⊘ Yes
◯ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

◯ Yes
⊘ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.)

◯ Yes
⊘ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

◯ Yes
⊘ No

Will the proposal increase the flood risk elsewhere?

◯ Yes
⊘ No

How will surface water be disposed of?

☐ Sustainable drainage system

☐ Existing water course

☐ Soakaway

☑ Main sewer

☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

b) Designated sites, important habitats or other biodiversity features

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

c) Features of geological conservation importance

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Foul Sewage

Please state how foul sewage is to be disposed of:

- [x] Mains sewer
- [ ] Septic tank
- [ ] Package treatment plant
- [ ] Cess pit
- [ ] Other
- [ ] Unknown

Are you proposing to connect to the existing drainage system?

- ○ Yes
- ⊘ No
- ○ Unknown

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ○ Yes
- ⊘ No

Have arrangements been made for the separate storage and collection of recyclable waste?

- ○ Yes
- ⊘ No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ○ Yes
- ⊘ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ⊘ Yes
- ○ No

Please note: This question is based on the current housing categories and types specified by government.

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

Proposed

Please select the housing categories that are relevant to the proposed units

- [ ] Market Housing
- [ ] Social, Affordable or Intermediate Rent
- [ ] Affordable Home Ownership
- [ ] Starter Homes
- [ ] Self-build and Custom Build

Existing

Please select the housing categories for any existing units on the site

- [x] Market Housing
- [ ] Social, Affordable or Intermediate Rent
- [ ] Affordable Home Ownership
- [ ] Starter Homes
- [ ] Self-build and Custom Build

Market Housing

Please specify each existing type of housing and number of units on the site

Housing Type:
Houses

1 Bedroom:
0

2 Bedroom:
0

3 Bedroom:
1

4+ Bedroom:
0

Unknown Bedroom:
0

Total:
1

Existing Market Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Total
	0	0	1	0	0	1

Totals

Total proposed residential units	0
Total existing residential units	1
Total net gain or loss of residential units	-1

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- (x) Yes
- ( ) No

Please add details of the Use Classes and floorspace.

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. View further information on Use Classes.

Use Class:
B1(a) - Office (other than A2)

Existing gross internal floorspace (square metres):
161

Gross internal floorspace to be lost by change of use or demolition (square metres):
0

Total gross new internal floorspace proposed (including changes of use) (square metres):
161

Net additional gross internal floorspace following development (square metres):
0

Totals	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
	161	0	161	0

Loss or gain of rooms

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- [x] Yes
- [ ] No

Existing Employees

Please complete the following information regarding existing employees:

Full-time

0

Part-time

0

Total full-time equivalent

0.00

Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

8

Part-time

2

Total full-time equivalent

0.00

Hours of Opening

Are Hours of Opening relevant to this proposal?

◯ Yes
⊘ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

◯ Yes
⊘ No

Is the proposal for a waste management development?

◯ Yes
⊘ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

◯ Yes
⊘ No

Type of Proposed Advertisement(s)

Please describe the proposed advertisement(s)

The applicant also wishes to place signs on the exterior of the property at 20 and 22 Leek Road and also on the land adjacent to 20 Leek Road advertising the commercial business occupying the building. Designs of proposed signage are enclosed with the application.

Please specify the type(s) and details of each proposed advertisement

Advertisement Type:
Fascia Sign

Height:
0.61 metres

Width:
4.27 metres

Depth:
0.065 metres

What is the height from the ground to the base of the advertisement?:
2.5 metres

What is the maximum projection of the advertisement from the face of the building?:
0.065 metres

What is the maximum height of any of the individual letters and symbols?:
50 centimetres

What materials will the advertisement be made of?:
Dark blue RAL 5022 coated tray panels with white logos and details fret cut inset into the panels, with back lit LED illumination

The colour of text and background:
As per the enclosed designs

Will the advertisement be illuminated?:
Yes

Will the advertisement be illuminated internally or externally?:
Internally

Illuminance levels:
712.81 cd/m^2

Will the illumination be static or intermittent?:
Static

Advertisement Type:
Other type

Height:
1.2 metres

Width:
0.9 metres

Depth:
0.05 metres

What is the height from the ground to the base of the advertisement?:
1.5 metres

What is the maximum projection of the advertisement from the face of the building?:
0 metres

What is the maximum height of any of the individual letters and symbols?:
50 centimetres

What materials will the advertisement be made of?:
Steel frame and posts powder coated black, or RAL 5022 Blue Back to back trays - with joining strip and graphics 2 off Dark blue gloss 5022 folded trays 915x1220x50mm with white vinyl graphics to front of each tray

The colour of text and background:
As per the enclosed designs

Will the advertisement be illuminated?:
Yes

Will the advertisement be illuminated internally or externally?:
Externally

Illuminance levels:
712.81 cd/m^2

Will the illumination be static or intermittent?:
Static

Advertisement Type:
Fascia Sign

Height:
0.61 metres

Width:
3.965 metres

Depth:
0.065 metres

What is the height from the ground to the base of the advertisement?:
2.5 metres

What is the maximum projection of the advertisement from the face of the building?:
0.065 metres

What is the maximum height of any of the individual letters and symbols?:
50 centimetres

What materials will the advertisement be made of?:
Dark blue RAL 5022 coated tray panels with white logos and details fret cut inset into the panels, with back lit LED illumination

The colour of text and background:
As per the enclosed designs

Will the advertisement be illuminated?:
Yes

Will the advertisement be illuminated internally or externally?:
Internally

Illuminance levels:
712.81 cd/m^2

Will the illumination be static or intermittent?:
Static

Please describe each of the 'Other type(s)' of advertising proposed

Hedge line corner of vehicle entrance sign

Location of Advertisement(s)

Is the advertisement(s) you are applying for already in place?

◯ Yes
⊘ No

Is an existing advertisement(s) to be removed and replaced by the advertisement(s) in this proposal?

⊘ Yes
◯ No
◯ Not Applicable

If Yes to either or both above, please show the existing sign(s) on an elevation drawing or photograph and state the references for the drawing(s) or photograph(s)

Existing Central Landscapes sign and advertising as shown on photograph to be replaced with new sign, new window and graphics to advertise solicitors business

Will the proposed advertisement(s) project over a footpath or other public highway?

◯ Yes
⊘ No

Advertisement(s) Period

Please state the period of time for which consent is sought for the advertisement

From Date

02/07/2023

To Date

01/07/2053

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

⊘ Yes
◯ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

◯ The agent
⊘ The applicant
◯ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

◯ Yes
⊘ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes
⊘ No

Interest In the Land

Does the applicant own the land or buildings where the adverts are to be placed?

- [x] Yes
- [ ] No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- [x] Yes
- [ ] No

Is any of the land to which the application relates part of an Agricultural Holding?

- [ ] Yes
- [x] No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.**

**** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- [x] The Applicant
- [ ] The Agent

Title

Ms

First Name

Sarah

Surname

Clowes

Declaration Date

02/07/2023

- [x] Declaration made

Declaration

I/We hereby apply for Full planning & display of advertisements 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

Sarah Clowes

Date

30/10/2023

Amendments Summary

Non-Residential Floorspace section added