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Please complete this form in block capitals using black ink to facilitate scanning.**

You are advised to read the accompanying guidance notes and per-question help text.

**If you would rather make this application online, you can do so on our website:
<https://www.planningportal.co.uk/apply>**

Application to determine if prior approval is required for a proposed: Change of Use from Offices (Class B1(a)) to Dwellinghouses (Class C3)

Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class O

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.

Local Planning Authority details:

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.

1. Applicant Name and Address

Title:	Mr	First name:	Harvey
Last name:	Alexander		
Company (optional):	Sixis Group Ltd.		
Unit:	Number:	Suffix:	
Building name:			
Address 1:			
Address 2:			
Address 3:			
Town:			
County:			
Country:			
Postcode:			

2. Agent Name and Address

Title:	Mr	First name:	Alex
Last name:	Chalkin		
Company (optional):			
Unit:	40	Number:	Suffix:
Building name:			
Address 1:	Margaret Street		
Address 2:			
Address 3:			
Town:			
County:			
Country:			
Postcode:	W1G 0JH		

3. Site Address Details

Please provide the full postal address of the application site.

Unit:	<input type="text"/>	Number:	<input type="text" value="106"/>	Suffix:	<input type="text"/>
Building name:	<input type="text" value="Alexander House"/>				
Address 1:	<input type="text" value="Pembroke Road"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Address 4:	<input type="text"/>				
Postcode:	<input type="text" value="HA4 8NW"/>				

4. Eligibility

Was the building in use on 29 May 2013 (or when last in use before that date) as an Office (Use Class B1(a))?

Yes No

If you have answered no above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

Is any part of the land, site or building:

- in a safety hazard area;
- in a military explosives storage area;
- a scheduled monument (or the site contains one);
- a listed building (or within the curtilage of a listed building).

Yes No

If you have answered yes above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

5. Description of Proposed Works, Impacts and Risks

Please describe the proposed development:

Please refer to the submitted covering letter for details

What will be the net increase in dwellinghouses:

23

Note that this figure should be the number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses on the site immediately prior to the development.

Please provide details of any transport and highways impacts and how these will be mitigated:

Please refer to the submitted covering letter for details

5. Description of Proposed Works, Impacts and Risks (continued)

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

Please refer to the submitted covering letter for details

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

A flood risk assessment should accompany the application where the site:

- is in Flood Zones 2 or 3 (Check online: <https://flood-map-for-planning.service.gov.uk/>); or
- is in an area with critical drainage problems (Check with the Local Planning Authority, it will have been notified of such areas by the Environment Agency).

Please refer to the submitted covering letter for details

Please provide details of the impacts of noise from commercial premises on the intended occupiers of the development and how this will be mitigated:

Note that 'commercial premises' means any premises normally used for the purpose of any commercial or industrial undertaking which existed on the date this application including any licensed premises or any other place of public entertainment.

Please refer to the submitted covering letter for details