You can use the Planning Portal to find the correct email address for your local planning authority.

www.planningportal.co.uk/localauthoritysearch

Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to a Dwellinghouse (Class C3), and for Associated Operational Development*

Town and Country Planning (General Permitted Development) Order 2015
Schedule 2, Part 3, Class Q

*Agricultural buildings are permitted to change to C3 use (dwellinghouses) together with some building operations reasonably necessary to facilitate the conversion, subject to meeting certain criteria.

Read the criteria

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

Publication of notifications on planning authority websites

Please note that the information provided on this notification 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.

Please note: you need to download the form to complete it electronically. Please complete using block capitals and black ink if sending by post.

1. Developer Name and Address

Title:	Mr	First name:	R
Last name:	Deards		
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:	Mr	First name:	Andrew
Last name:	MacDougall		
Company (optional):	AJM Planning		
Unit:		House number:	49 House suffix:
House name:			
Address 1:	London Road		
Address 2:	Markyate		
Address 3:			
Town:	St Albans		
County:	Herts		
Country:	UK		
Postcode:	AL3 8JP		

3. Site Address Details

Please provide the full postal address of the application site.

Unit:		Building number:		Building suffix:	
Building name:					
Address 1:	Clover Top Farm				
Address 2:	Nup End				
Address 3:					
Town:	Old Knebworth				
County:	Herts				
Postcode:	SG3 6QJ				

4. Current and Previous Use

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

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

Agricultural

If the building was brought into use after the 20th March 2013, what date was it brought into use? (DD/MM/YY) n/a

Please provide details of its use since it was brought into use:

Agricultural

Is the site currently occupied under an agricultural tenancy agreement? Yes ☐ No ☒

If yes, I/we confirm that both parties to that agreement have consented to the change of use: ☐

Please attach written confirmation from the landlord and tenant confirming they both agree to the change of use.

Has an agricultural tenancy agreement been terminated in the year before development is proposed to begin for the purpose of carrying out the change of use? Yes ☐ No ☐

If yes, I/we confirm that both parties have agreed that the site is no longer required for agricultural use: ☐

Please attach written confirmation from the landlord and tenant confirming they both agree that the site is no longer required for agricultural use.

5. Description of Proposal

Please specify:

- The proposed net increase in the total number of dwellinghouses (the number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses on the site immediately prior to the development) 1
- The number of dwellinghouses proposed by the development:
  - Smaller dwellinghouses (no more than 100 square metres of floor space) 1
  - Larger dwellinghouses (more than 100 but no more than 465 square metres of floor space) 0

5. Description of Proposal (Continued)

- If relevant, the number of dwellinghouses previously developed under this permitted development right within the established agricultural unit:
  - Smaller dwellinghouses (no more than 100 square metres of floor space) — n/a
  - Larger dwellinghouses (more than 100 but no more than 465 square metres of floor space) — n/a

Please describe the proposed development, including the design and external appearance; and the siting and location of the building(s)

See Plans

Installation of doors, walls and windows.
Frame and roof are structurally sound.
Timber frame doors and windows
Walls to be brick and timber
Single ply roof finish

If proposed, please provide details of any building or other operations relevant to the development. Note that to qualify for permitted development, these should only include:
- the installation or replacement of:
  - windows, doors, roofs, or exterior walls, or
  - water, drainage, electricity, gas or other services, to the extent reasonably necessary for the building to function as a dwellinghouse; and
- partial demolition to the extent reasonably necessary to carry out types of building operations listed above.

See drawings

Please provide any relevant information on the impacts of the development in regard to noise and/or transport and highways; and risks on the site in regards to contamination and flooding.
A flood risk assessment should accompany the application where the site:
- is in Flood Zones 2 or 3; or
- is in a area with critical drainage problems (such areas will have been notified to the Local Planning Authority by the Environment Agency).

Check if you site location is in Flood Zone 2 or 3 online: https://flood-map-for-planning.service.gov.uk/
Check with your Local Planning Authority to see if your site is in an area with critical drainage problems.

See supporting statement

6. 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)	

7. 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):	
	Andrew MacDougall	12/05/2018	(date cannot be pre-application)

8. 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.

9. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code:	Mobile number (optional):
	07711399591

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.

andrew@ajmplanning.co.uk