



Application for prior notification of a change of use of a building and land within its curtilage under Part 3, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015

You can submit this form electronically to planningenquiries@guildford.gov.uk please attach any relevant documents or plans along with this form

Publication of information on planning authority websites

Please note that the information provided on this notification form may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink.

1. Applicant Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

2. Agent Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

3. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting: Northing:

Description:

4. The Proposed Change of Use

Written description of the development:

Are there likely to be any transport and/or highway impacts?

Yes No Do not know

Are there likely to be any noise impacts?

Yes No Do not know

Are there any contamination risks on the site?

Yes No Do not know

Is the site within flood zone 2 or 3 or is it within flood zone 1 and subject to critical drainage problems?

Yes No Do not know

5. Details of Supporting Information

Please give details of any supporting documentation you are submitting to address the following potential issues:

Transport / Highways:

Noise impacts:

Contamination risks:

Flooding risks:

6. Notifications Requirements - 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 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.

Written description of the development:

Fees:

Plan of site and the development:

Developers email address (if applicable):

Developers contact address:

Flood risk assessment (if applicable):

7. Declaration

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 - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

(date cannot be pre-application)

8. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

9. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

10. 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? *(Please select only one)* Agent Applicant Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address: