

Pre-application advice form



Please tick the relevant services required

- Planning advice *
- Historic Building advice * ✓
- Highways advice *
- Environmental Health advice (E H Tap)*
- County Land Agent advice *
- Building Control advice *

*Please refer to the Planning and Sustainable Development Fees and Charges for guidance on the fee required and the specialist services that can be provided - <https://www.cornwall.gov.uk/planningfees>

Office use only	Date received:	DM officer:
	DM number:	

We aim to respond to your enquiry within 30 working days. The more information and detail you are able to provide, the more comprehensive and detailed a response we will be able to offer.

The pre-application advice service provides the informal opinion of an officer. If you require on-going discussions and a bespoke service then we recommend a Planning Performance Agreement is entered into. More information about this service can be found at: <https://www.cornwall.gov.uk/ppa>

1 Your details (correspondence will be to the person named here)	
Name:	NICHOLAS KENLAY
Address and postcode:	VIADUCT VILLA LOWERTOWN HELSTON TR130DA
Telephone number (daytime/mobile):	[REDACTED]
Email address:	[REDACTED]

2 Applicant details (if you are working on somebody else's behalf, please complete their details here)	
Name:	
Address and postcode:	N/A
Telephone number (daytime/mobile):	
Email address:	

3	Location of application site (full address including post code)
3, ST NICHOLAS STREET, BODMIN PL311AB	

The enquirer is the: Owner Occupier Lessee Prospective purchaser		
Name and address of owner:		VIADUCT VILLA LOWERTOWN HELSTON TRISODA
NICHOLAS KENLAY AS ABOVE		
Does the enquirer own/control the adjoining land?	Yes	No <input checked="" type="checkbox"/>
4	Brief Description of proposed development	
FORMER PUBLIC HOUSE WITH PERMISSION FOR CONVERSION TO 6 FLATS (PA18/03654) NOW CONSIDERING CONVERSION TO TWO TERRACED HOUSES		
Do you have any specific questions you would like answered?		
YES, SEE APPENDIX 1 SEE APPENDIX 3 FOR PLAN AND APPENDIX 5 FOR PLAN DATED 1847		
5	Enclosures	
The following must be provided:		
APPENDIX 2	Site location map with site edged red to a scale of 1:1250 or 1:2500	
EMPTY	Description/schedule of existing uses on the site	
APPENDIX 3	A site plan (to scale)	
£275	Correct fee Please note: Planning are unable to accept location or site plans which have been taken from the Cornwall Council website. This includes internet mapping which is covered by Ordnance Survey copyright and plans included on the online planning register unless permission sought from the document owner. Site location plans and block plans can be purchased online from various websites.	
Please state category of development (A, B, C, D or E):	C	
If E please explain why it is exempt: POSSIBLY AN E SINCE IT IS LISTED & EMPTY FOR SEVERAL YEARS		
Please indicate the service required by ticking one of the boxes below. The option you pick will have a bearing on the pre-application fee payable.		
> Meeting on site or in the office with planning/case officer		<input checked="" type="checkbox"/>
> Unaccompanied site visit by planning/case officer with subsequent telephone discussion		<input type="checkbox"/>
> Desktop response only (No meeting/telephone conversation or site visit)		<input type="checkbox"/>

6	Declaration
Please sign and date below: I the undersigned confirm that I am seeking pre-application advice on the proposed development described in the attached documentation and enclose the relevant fee	

[.....] as payment for the service.

Name: NICHOLAS KENZLY	Signature: [REDACTED]	Date: JULY 14 2021
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7	Data Protection	<input checked="" type="checkbox"/>
I confirm that I have read and signed the privacy notice at the end of this form		<input checked="" type="checkbox"/>

Freedom of Information

Your enquiry, together with any response made by the Council, will be made available for public inspection unless you confirm in writing to us that the information provided is commercially sensitive. If the Local Planning Authority receives a request, under the Freedom of Information Act (FOI) or Environmental Information Regulations (EIR), to disclose information relating to this pre-application enquiry they are obliged to do so unless the information is deemed exempt under the Act.

Note.

We can only withhold information under FOI or EIR if the information falls under one of the exemptions (FOI) or exceptions (EIR) set out in legislation. For certain pre-application issues the applicant would be advised to complete the commercially sensitive checklist that should set out the reasons why, and for how long, they feel any information relating to the case needs to remain confidential. However, whilst we will take account of these views, the final decision on whether the information should be withheld rests with the Council. The Council maintains compliance to the Data Protection Act and we will not release any personal information to third parties.

Confidential Pre-applications

I agree that information from my confidential pre-application can be shared with the Electoral Divisional Member for the ward the site is in.

The Divisional Member plays an important role in the determination of planning related applications and early engagement with the said Member is of paramount importance. All Members have received the necessary training in respect of handling confidential information.

I agree that information from my confidential pre-application can be shared with the Local Council. For information on how an individual local council operates, please contact that council direct.

Planning and Sustainable Development

Cornwall Council Planning, PO Box 676, Threemilestone, Truro, TR1 9EQ

planning@cornwall.gov.uk

Telephone [0300 1234 151](tel:0300 1234 151)

Building Control

Cornwall Council Building Control, PO Box 676, Threemilestone, Truro, TR1 9EQ

buildingcontrol@cornwall.gov.uk

Telephone [01872 224792](tel:01872 224792)

Please let us know if you need any particular assistance from us, such as providing the form in a different format or language.