SOUTH HOLLAND DISTRICT COUNCIL

Application for Planning Permission.
Town and Country Planning Act 1990

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.

1. Site Address

Number	
Suffix	
Property name	Short Street Depot, Unit B
Address line 1	Short Street
Address line 2	
Address line 3	
Town/city	Spalding
Postcode	PE11 1EW

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

Easting (x)	524460
Northing (y)	322559

Description

2. Applicant Details

Title	Mrs
First name	Jennifer
Surname	Wheelhouse
Company name	Support and Supervised Family Contact Centre
Address line 1	34 Wimberley Close
Address line 2	Weston
Address line 3	
Town/city	Spalding
Country	

2. Applicant Details

Postcode	PE12 6WA
Primary number	
Secondary number	
Fax number	
Email address	

Are you an agent acting on behalf of the applicant? (•) Yes ( ) No

3. Agent Details

Title	Mrs
First name	rachael
Surname	hunns
Company name	South Holland District Council
Address line 1	Council Offices
Address line 2	Priory Road
Address line 3	
Town/city	Spalding
Country	
Postcode	PE11 1XE
Primary number	01775764838
Secondary number	
Fax number	
Email	Rachaelhunns@sholland.gov.uk

4. Site Area

What is the measurement of the site area? (numeric characters only).	760
Unit	sq.metres

5. Description of the Proposal

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

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.

Lease the office accommodation to the S&S Family Contact Centre. This is a service that offers supervised contact for children and adults. the office accommodation will require a change of use from a B1 to a D1 use class

Has the work or change of use already started? ( ) Yes (•) No

6. Existing Use

Please describe the current use of the site

The unit is currently un-occupied, but previously it was occupied by SHDC's Construction Services Unit. Thy occupied both the Office accommodation and the storage facility.

Is the site currently vacant? (•) Yes ( ) No

If Yes, please describe the last use of the site

The unit is currently un-occupied, but previously it was occupied by SHDC's Construction Services Unit. Thy occupied both the Office accommodation and the storage facility.

When did this use end (if known)? DD/MM/YYYY: 31/01/2018

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 (•) No

Land where contamination is suspected for all or part of the site ( ) Yes (•) No

A proposed use that would be particularly vulnerable to the presence of contamination ( ) Yes (•) No

7. Materials

Does the proposed development require any materials to be used in the build? ( ) Yes (•) No

8. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway? ( ) Yes (•) No

Is a new or altered pedestrian access proposed to or from the public highway? ( ) Yes (•) 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

9. Vehicle Parking

Is vehicle parking relevant to this proposal? (•) Yes ( ) No

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

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Light goods vehicles / public carrier vehicles	5	0	-5
Cars	0	5	5

10. 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 your local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside your application. Your 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'.

11. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.) ◉ Yes ○ No

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.

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

12. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals. Having referred to the guidance notes, 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?

a) Protected and priority species (see guidance note):

- ○ 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 (see guidance note):

- ○ Yes, on the development site
- ○ Yes, on land adjacent to or near the proposed development
- ◉ No

c) Features of geological conservation importance (see guidance note):

- ○ Yes, on the development site
- ○ Yes, on land adjacent to or near the proposed development
- ◉ No

13. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☑ Mains Sewer
- ☐ Septic Tank
- ☐ Package Treatment plant
- ☐ Cess Pit
- ☐ Other
- ☐ Unknown

Are you proposing to connect to the existing drainage system? ○ Yes ◉ No ○ Unknown

14. 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

15. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste? ○ Yes ◉ No

16. Residential/Dwelling Units

Due to changes in the information requirements for this question that are not currently available on the system, if you need to supply details of Residential/Dwelling Units for your application please follow these steps:

1. Answer 'No' to the question below;
2. Download and complete this supplementary information template (PDF);
3. Upload it as a supporting document on this application, using the 'Supplementary information template' document type.

This will provide the local authority with the required information to validate and determine your application.

Does your proposal include the gain, loss or change of use of residential units? ○ Yes ◉ No

17. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? ◉ Yes ○ No

If you have answered Yes to the question above please add details in the following table:

Use Class	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)
D1 - Non-residential institutions	100	0	100	100
Total	100	0	100	100

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

18. Employment

Will the proposed development require the employment of any staff? ◉ Yes ○ No

Please complete the following information regarding employees:

Type	Full-time	Part-time	Equivalent number of full-time
Existing employees	3	2	4

19. Hours of Opening

Are Hours of Opening relevant to this proposal? ◉ Yes ○ No

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Unknown
D1 - Non-residential institutions	Start Time: 09:00 End Time: 18:00	Start Time: 09:00 End Time: 12:00	Start Time: End Time:	

20. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please

20. Industrial or Commercial Processes and Machinery

include the type of machinery which may be installed on site:

The premises will be used for a safe and supervised family contact centre, providing children a safe and supervised environment to allow contact with there birth parents.

The opening hours will be 09:00 - 18:00 Monday-Thursday, 09:00 - 17:00 Friday and 09:00 - 12:00 alternate Saturdays

Is the proposal for a waste management development? ○ Yes ◉ No

If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website

21. Hazardous Substances

Is any hazardous waste involved in the proposal? ○ Yes ◉ No

22. 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)

- ◉ The agent
- ○ The applicant
- ○ Other person

23. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? ○ Yes ◉ No

24. 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. ◉ Yes ○ No

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?

If yes, please provide details of their name, role, and how they are related:

Rachael Hunns, Asset project officer

25. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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

- ○ The applicant
- ◉ The agent

Title: Mrs

25. Ownership Certificates and Agricultural Land Declaration

First name	rachael
Surname	hunns
Declaration date (DD/MM/YYYY)	28/11/2018

☑ Declaration made

26. Declaration

I/we hereby apply for planning permission/consent as described in this form 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. ☑

Date (cannot be pre-application)	28/11/2018