Pre-Application Enquiry Form (Preliminary Opinion)

Please read the following notes before completing this form:

This form should be used where you require preliminary advice from the Environment Agency relating to a specific plot of land. We will provide a free preliminary opinion on what environmental constraints may affect your proposed development and how to avoid or mitigate any identified environmental impacts. We may then offer a charged advice service for any further discussions you want about your proposed project.

Where you intend to submit a planning application to a Local Planning Authority (LPA) we recommend that you contact the relevant LPA to determine the likelihood of your proposed development receiving planning permission before submitting a pre-application enquiry to the Environment Agency. The LPA should also be able to advise you whether an Environmental Impact Assessment (EIA) will need to be submitted with your planning application.

Where you intend to apply to the Planning Inspectorate (PINS) for development consent for a Nationally Significant Infrastructure Project please use this form where you want a preliminary opinion from the Environment Agency. Please read the advice notes on the National Infrastructure Portal. Advice Note 11 Working with public bodies on national infrastructure before you contact us.

We will give you our preliminary opinion within 21 days of receiving your request in accordance with National Planning Policy Guidance. If we are unable to do this, we will contact you to request further time to respond.

How to complete and submit this form

Section 1 of this form contains the minimum information required for us to deal with your pre-application enquiry. If this information is not provided we will not be able to deal with your enquiry and will return a standard response to this effect.

Section 2 contains additional questions that you are encouraged to complete, as this will enable us to provide you with more detailed and useful advice.

Section 3 contains a set of notes, which provide an explanation of the questions in section 2. You are advised to read these carefully before completing this form.

Please submit the completed form to your local Environment Agency office:
Environment Agency offices

Where you are unable to access documents electronically or find your local Environment Agency office address, please contact us on 03708 506 506.

Preliminary Opinion Request Form

SECTION 1

1. About you

Please provide the following details:

Contact Name: Jim Mallams
Company Name: Cube Building Consultancy Ltd
Your Ref: EAn/2025/392175
Address: Room 3, Denel Wing
The Rufus Centre, Steppingley Road
Flitwick
Postcode: MK45 1AH
Phone [redacted]
Email: [redacted]

2. About your proposed development

Site Address/Location of Site
25 Nursery Gardens
St Ives, Cambridge
Postcode PE27 3NL National Grid Map Reference 52.33260031425674, -

Submit a location plan
A location plan clearly showing the boundary of the proposed development must be submitted with your enquiry. This should be at a scale between 1:100 and 1:2500

If there are any watercourses or water features on or within the vicinity of your development site, you will need to identify these on your location plan.

3. Description of the Proposed Development

Please give a brief description of the type of development/change of use proposed: Ground floor extension.

SECTION 2

4. Land Contamination

Please identify whether land contamination is potentially an issue:

Existing use of site	Domestic residence
Previous use(s) of site	Domestic residence

5. Flood Risk

Please identify whether your development is at risk from flooding:

Is the proposal within Flood Zone 2 or 3?	Yes ☒ No ☐
Have you contacted your Local Planning Authority to establish whether your site will need to be subject to the sequential test as required by the National Planning Policy Framework? If the site will be subject to the sequential test–see notes on page 3.	Yes ☒ No ☐

6. Foul Drainage

Please state the proposed method for dealing with foul drainage:

Main Sewer	x
Package Treatment Plant	
Septic Tank	
Cesspool	
Other (please state)	

SECTION 3: USER NOTES

Q1: About You

Please provide your name, company name (if applicable) and full address in this section to enable us to respond to your enquiry. A phone number should also be provided, so we can contact you if we need to discuss your enquiry further or request more time to respond. If you would prefer a response to be sent via email rather than in a paper format, please also provide your full email address.

Q2: About the site

Please provide us with as much information as possible to enable us to locate the proposed development site. This must include the full address of the site, a postcode (where available) and/or a National Grid Reference (NGR) for the site. The NGR should be a minimum of six figures. A location plan must also be provided to show the boundary of the proposed development, preferably to a scale of between 1:100 and 1:2500.

Q3: Description of the proposed development

Please provide as full a description as possible of the proposed development.

Q4: Land Contamination

Identifying the existing/previous use of the site will give an indication of the possibility of contamination. Developers should also assess the potential for contamination when the development represents a particularly sensitive end use, e.g. nurseries, schools, gardens, or allotments. Where contamination poses a risk of pollution to controlled waters, we will provide advice to the local planning authority (LPA) at the planning application stage. We would therefore strongly advise that you complete the questions in the above table as this will help up better advise you of the information you would need to submit with your planning application. Please note that we do not offer advice on the risks to human health arising from development on land affected by land contamination. If required, this advice should be sought from your Local Authority Environmental Health Department.

Q5: Flood Risk

Where the development falls within Flood Zone 2 or 3, we will provide advice to the LPA on flood risk at the planning application stage either directly or on low risk development via our Flood Risk Standing Advice.

IMPORTANT: If your site falls within Flood Zones 3 or 2 and has not been subjected by the LPA to the sequential test as set out in the National Planning Policy Framework (NPPF), any subsequent planning application may be refused if it fails this test. This will apply either to

- 'windfall' sites that have not been allocated via an adopted development plan or
- to sites that have been allocated via an adopted development plan which has not itself been subject to the sequential test

Applicants are advised to establish with the LPA at the pre-application stage whether their site will be acceptable in sequential test terms in order to avoid any unnecessary expenditure of time and resources at the planning application stage.

To determine whether your development is in a flood zone, refer to the Flood Map and put the postcode or place name in the Flood Map box.

Q6: Foul Drainage

Where mains drainage is available this should be the first option for disposal of foul sewage from the proposed development. You may require an environmental permit from us if the proposed method of foul drainage is not to main sewer.