PlanningPortal

You are advised to read the accompanying guidance notes and per-question help text.

If you would rather make this application online, you can do so on our website: https://www.planningportal.co.uk/apply

Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3)

Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class MA

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

www.huntsdc.gov.uk
Email: mail@huntsdc.gov.uk
Tel: 01480 388418

Planning Services, Pathfinder House, St Mary's Street, Huntingdon, Cambs, PE29 3TN

HDC DOC. CENTRE
28 MAR 2025
RECEIVED
VIA CSC

Huntingdonshire DISTRICT COUNCIL

Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website. Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

1. Applicant Name and Address

Title:	MR
First name:	DAVID
Last name:	HOPKINS
Company (optional):	
Unit:	
Number:	
Suffix:	
Building name:	
Address 1:	C/O AGENT
Address 2:	
Address 3:	
Town:	
County:	
Country:	
Postcode:	

2. Agent Name and Address

Title:	MR
First name:	MARTIN
Last name:	ENGLAND
Company (optional):	
Unit:	
Number:	39
Suffix:	
Building name:	
Address 1:	HIGH STREET
Address 2:	WARBOYS
Address 3:	
Town:	HUNTINGDON
County:	CAMBS
Country:	
Postcode:	PE28 2TA

Unit:	3 & 4	Number:		Suffix:	
Building name:					
Address 1:	FEN ROAD				
Address 2:	PIDLEY				
Address 3:	HUNTINGDON				
Address 4:	CAMBS				
Postcode:	PE28 3DD				

4a. Eligibility - The current building and site

Has the use of the building, for a continuous period of at least 2 years immediately prior to the date of this application, been any of the following:

- For periods prior to 1 September 2020 -
  - Shops (Use Class A1);
  - Financial and professional services (Use Class A2);
  - Food and drink (Use Class A3)
  - Business (Use Class B1);
  - Medical or health services - Non-residential institutions (Use Class D1(a));
  - Crèche, day nursery or day centre - Non-residential institutions (Use Class D1(b));
  - Indoor and outdoor sports - Assembly and leisure (Use Class D2(e)), other than as an indoor swimming pool or skating rink;
- For periods from 1 September 2020 - Commercial, Business and Service (Use Class E)

☒ Yes ☐ No

If you have answered No above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

Is any land covered by, or within the curtilage of, the building:

- in a site of special scientific interest;
- a listed building or land within its curtilage;
- a scheduled monument or land within its curtilage;
- a safety hazard area;
- a military explosives storage area;

Or, is the building:

- in an area of outstanding natural beauty;
- in an area specified by the Secretary of State for the purposes of enhancement and protection of the natural beauty and amenity of the countryside;
- in the Broads;
- in a National Park;
- in a World Heritage Site

☐ Yes ☒ No

If you have answered Yes above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

Is/Was there an Article 4 direction in place that has removed these specific permitted development rights?

☐ Yes ☒ No / Not relevant

If you have answered Yes above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

Will all the proposed new dwellinghouses have gross internal floor areas of at least 37 square metres, and comply with the nationally described space standard?

☒ Yes ☐ No

If you have answered No above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

Following the changes of use, will every dwellinghouse in the building remain in use within Use Class C3 and for no other purpose, unless that purpose is ancillary to the primary use as a dwellinghouse?

☒ Yes ☐ No

If you have answered No above, the proposal will exceed the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

5. Agricultural Tenants

Is any part of the land covered by or within the curtilage of the building occupied under any agricultural tenancy agreements?

☐ Yes ☒ No

If yes, have all the parties to any agricultural tenancy agreements consented to the change of use?

☐ Yes ☐ No

If occupied under any agricultural tenancy agreements and:
- all parties have consented to the change of use
You will need to include copies of the written confirmations from all relevant parties, stating their consent, when this application is submitted.
- not all parties have consented to the change of use
Your proposals will not be eligible for permitted development based on the limits set by legislation. In this circumstance, you should not continue with this application and seek advice from the Local Planning Authority on the best course of action.

6. Description of Proposed Works, Impacts and Risks

Please describe the proposed development including details of any dwellinghouses and other works proposed:

ONLY TWO NEW WINDOWS ADDED TO WEST ELEVATION TO ACHIEVE ROOM LAYOUT.
EXISTING CONNECTING DOOR BETWEEN UNITS TO BE BLOCKED UP.
INTERNAL PARTITIONS INSTALLED TO FORM BOTH BEDROOMS AND SHOWER ROOM TO UNIT 4.
EXISTING KITCHEN AND CLOAKS IN UNIT 3.
WALLS AND ROOF PROVIDED WITH INSULATION UPGRADE.

EXISTING DOOR, WINDOW AND ROOF WINDOW TO LIVING AREA.

NEW WINDOW AND EXISTING ROOF WINDOW TO NEW BEDROOM.

What will be the net increase in dwellinghouses: 2

Note that this figure should be the number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses in the existing building.

Please provide details of any transport impacts and how these will be mitigated, particularly to ensure safe site access:

EXISTING PARKING AND TURNING WITHIN SITE

SEE DWG No. 2187/1

Please provide details of any contamination risks and how these will be mitigated:

NONE - FORMER OFFICE

- is in Flood Zones 2 or 3 (Check online: https://flood-map-for-planning.service.gov.uk/); or
- is in an area with critical drainage problems (Check with the Local Planning Authority, it will have been notified of such areas by the Environment Agency).

FLOOD ZONE 1

Please provide details of the impacts of noise from any commercial premises on the intended occupiers of the new dwellinghouses and how these will be mitigated:

ADJOINING BUILDING PREVIOUSLY CONVERTED TO THREE FLATS: 5A, B, C.

ADJOINING UNIT 2 IS PROPOSED AS A DOMESTIC DWELLING

If the proposed development would result in a building that contains more than one dwellinghouse, and is either 18 metres (or more) in height or contains 7 (or more) storeys.
Please provide details of the fire safety impacts on the intended occupants of the building.
For such proposals, a 'Fire statement' that covers the fire safety design principles, concepts and standards that have been applied to the development should also accompany the application.

SINGLE STOREY BUILDING

these will be mitigated:

No

If the building is located in an area currently in use for general or heavy industry, waste management, storage and distribution, or a mix of such uses.
Please provide details of the impacts on intended occupiers of the development of the introduction of residential use in the area and how these will be mitigated:

NO

If the proposal involves the loss of services provided by a registered nursery, or a health centre.
Please provide details of the impacts on the local provision of the type of services lost and how these will be mitigated:

NO

Address 1:	UNIT 1 : DWELLING FEN ROAD PIDLEY
Address 2:	UNITS 5, A, B, C : FLATS FEN ROAD PIDLEY
Address 3:	UNIT 2 = PROPOSED DWELLING FEN ROAD PIDLEY
Address 4:	
Address 5:	
Address 6:	
Address 7:	
Address 8:	
Address 9:	
Address 10:	

Please provide details of any additional addresses on a separate sheet if necessary.

The information provided should include all the details necessary for the Local Planning Authority to determine if the proposal complies with permitted development legislation, and if its prior approval is required or should be granted.
If sufficient information is not provided the Local Authority can either request it, or refuse the application.

All sections of this application completed in full, dated and signed. ☒

The correct fee ☒

A plan indicating the site and showing the proposed development. ☒

Floor plans indicating the total floor space in square metres of each dwellinghouse, the dimensions and proposed use of each room, the position and dimensions of windows, doors and walls, and the elevations of the dwellinghouses ☒

The confirmations in regard to agricultural tenancies *(if required by the answers provided to question 5)* ☐

A site specific flood risk assessment *(if required as per the flood risk details of question 6)* ☐

A 'Fire statement' that covers the fire safety design principles, concepts and standards that have been applied to the development *(if required as per the fire safety details of question 6)* ☐

All plans should be drawn to an identified scale and show the direction of North.
Plans can be bought from one of the Planning Portal's accredited suppliers:
https://www.planningportal.co.uk/buyaplanningmap

9. Declaration

I/we hereby apply for a determination as to whether prior approval will be required 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 p[redacted]

Signed - Applicant: [redacted]

Date (DD/MM/YYYY): 27/03/2025 (date cannot be pre-application)

10. Applicant Contact Details

Telephone numbers

Country code: | National number: | Extension:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address:

[redacted]ontact Details

Telephone numbers

Country code: [redacted] | National number: | Extension:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address: [redacted]