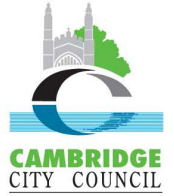


Postal address:
Planning Services
Environment Department
PO Box 700
Cambridge
CB1 0JH

Customer enquiries:
Customer Service Centre
Mandela House, 4 Regent Street
Cambridge, CB2 1BY
T: (01223) 457200
e: planning@cambridge.gov.uk



Request for Pre Application Planning Advice Householders Permitted Development (PREPD)

Use this form when you are seeking a response from the planning service on proposals relating to a permitted development query. Please note that the advice given is informal and does not amount to a Legal Determination. For a formal response you will need to submit a Lawful Development Certificate for a Proposed Use or Development.

Please note that this form relates to planning only and any advice regarding Building Regulations should be obtained from our Building Control Service by email buildingcontrol@cambridge.gov.uk or telephone 01223 457118

If you are unsure about the level of detail to be submitted, please contact the Duty Planning Officer for advice on **01223 457200** between 10:30am – 3pm, Monday – Friday.

Please complete this form using block capitals and black ink and then return to the address above.

You should receive a written response to your application for advice within 21 working days of its receipt by the Council.

1. Applicant Details

Name:	<input type="text"/>	Address:	<input type="text"/>
Tel. (day):	<input type="text"/>		
E-mail:	<input type="text"/>		
		Postcode	<input type="text"/>

If you provide us with your email address any correspondence we send you will be sent by this way.

2. Interest in Property/Land

State your interest in the property or land, e.g. owner, occupier etc

3. Location of Proposed Development

If there is **no** postal address, please give a clear and accurate description of the site location

4. Type of Building and Existing Development

Tick as appropriate

- House Detached
 Bungalow Semi-Detached
 Terraced Other

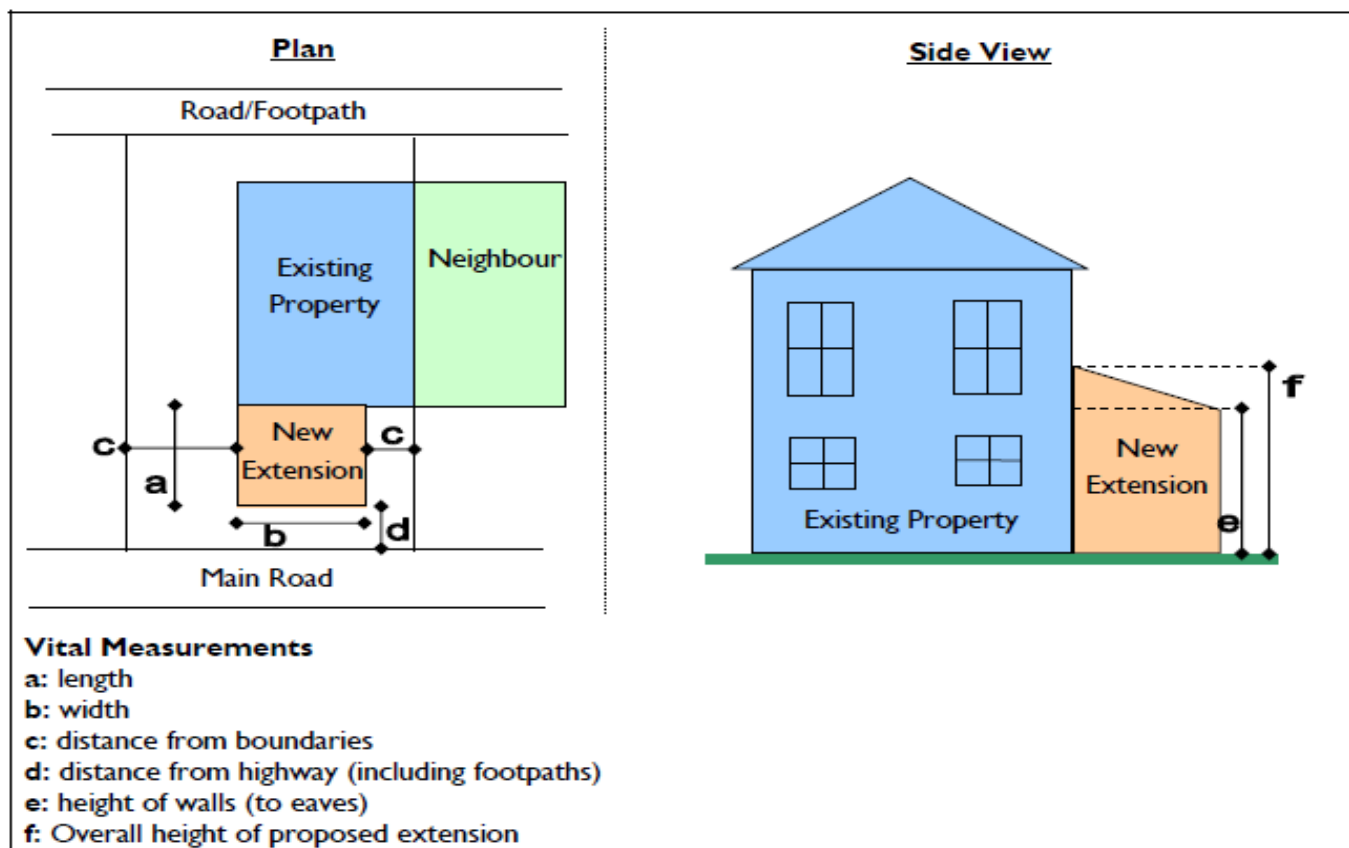
Tick one option A or B

A. No extensions, garage or other building has been erected since 1948 or if built later, since the date of erection of the dwelling.

B. The following extensions or other buildings have been erected since 1948 or the erection of the dwelling if built later (please give external dimensions including height.)

5. Description of Proposal and Plans

Please provide an accurate, detailed description of the proposed works. Use the following example to sketch precise details of your proposal(s) including the measurements.



Sketch Plan

6. Plans and Supporting Information

Below is a minimum list of information that should accompany a request for advice.

Comments

Site Location Plan (e.g. scale 1:2500 with the site outlined in red)

Sketch Drawings

Photographs of the site

Have you had any preliminary discussions with the Duty Planning Officer. If yes, please provide name of officer

7. Freedom of Information Act

Disclosure of the information you have provided may be requested by a third party under the Freedom of Information Act 2000. If so, the Council is obliged to determine whether it would be appropriate to release it, or whether it should be withheld under one of the exemptions under the Act. To assist the council in this exercise could you please provide answers to the following questions. Whilst your views will be taken into account, ultimately the Council reserves the right to determine whether the information should be withheld or released.

1. Would disclosure of any of the information harm someone's commercial interests? If so, which information and what would that harm entail?
2. Do you consider that you are giving the information in confidence? If so, what is it about the information that has the necessary quality of confidence (i.e. how is it sensitive)?

Signed:		Date:	
Name (in BLOCK CAPITALS):		On behalf of:	