



NOTIFICATION OF CHANGES OF USE OF AGRICULTURAL BUILDING TO SHOPS, FINANCIAL AND PROFESSIONAL SERVICES, RESTAURANTS AND CAFES, BUSINESS, STORAGE OR DISTRIBUTION, HOTELS, OR ASSEMBLY OR LEISURE

From 30 May 2013 to it will be permitted development to change the use of various agricultural buildings to the above flexible uses set out above:

- a. the building has not been solely in agricultural use—
 - (i) since 3rd July 2012; or
 - (ii) or buildings first brought into use after 3rd July 2012, for ten years;
- b. the cumulative floor space of buildings which have changed use under Class M within an original agricultural unit exceeds 500 square metres;
- c. the site is or forms part of a military explosives storage area;
- d. the site is or forms part of a safety hazard area;
- e. the building is a listed building or a scheduled monument.

For buildings upto 150m² it is necessary to notify the Council of:

- a. the date the site will begin to be used for any of the flexible uses;
- b. the nature of the use or uses; and
- c. a plan indicating the site and which buildings have changed use.

If this does not occur the change of use will not be lawful. **It is not possible to retrospectively do this and a full application for planning permission will be necessary.**

For buildings between 150m² and 500m² prior to undertaking the change of use the developer shall apply to the local planning authority for a determination as to whether the prior approval of the authority will be required as to—

- a. Transport and highways impacts of the development;
- b. Contamination risks on the site;
- c. Noise impacts of the development; and
- d. Flooding risks on the site.

Again, if this does not occur the change of use will not be lawful. **It is not possible to retrospectively do this and a full application for planning permission will be necessary.**

This grant of planning permission is subject to Regulations 73 to 76 of the Conservation of Habitats and Species Regulations 2010 (as amended) which requires the Council to take into account whether the development would either on its own, or in combination, have a significant effect on a European Site.

Within Hart District Natural England has advised that development within 5km of the Thames Basin Heaths Special Protection Area can have such an effect. The Council will look at this aspect in any submission.

Applications may be submitted either as a 'hard copy' or as an on-line application. Although not a statutory requirement application forms can be downloaded from the Council's [Planning website](#). When an application refers to the need for two sets of a plans or document (1 original and 1 copy (i.e. 2 sets in total)) are required, it is referring to this requirement for a 'hard copy' application. Where the application is submitted electronically, only a single set is required.

All Plans:

1. Marked "Do Not Scale", or similar, cannot be accepted.
2. Should show the original paper size.
3. If any plan or drawing is based or appears to be based upon Ordnance Survey information/maps/data then to preserve [Ordnance Survey copyright](#), the relevant licence to reproduce the data should be clearly shown. **NO** application will be registered if any of the drawings submitted infringe or appear to infringe Ordnance Survey copyright.

The form sets out the legislative requirements for an application. However, you should be aware that the Council can request further information to allow it to assess the impact of the proposed development on the above topics.

To avoid this and consequent delays in determining the matter, it is recommended that the following information is also submitted:

- A **location plan** should be at an identified standard metric scale typically 1:1250. Plans should identify sufficient roads (normally two) and/or buildings on land adjoining the application site to ensure that the exact location of the application site is clear. It must also show the direction of North. The application site should be edged clearly with a **red line**. A **blue line** should be drawn around any other land owned by the applicant, close to or adjoining the application site.
- A **site plan** should be drawn at an identified standard metric scale, typically 1:200. It should accurately show the direction of North and the proposed development in relation to the site boundaries and other existing buildings on the site, with written dimensions including those to the boundaries.
- **Floor plans and elevations** should be drawn at an identified standard metric scale, typically 1:50. The drawings should explain the proposal in detail and clearly show the proposed works in relation to what is already there. All sides of the proposal should be shown and these should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors. Blank elevations should also be included; if only to show that this is the case.
- A **Transport Statement** setting out the transport implications of the development. For small schemes, the transport assessment should simply outline the transport aspects of the application. For major proposals (ie for a change of use to 10 or more dwellings), the assessment should illustrate accessibility to the site by all modes and the likely split of types of journey to and from the site. It should also give details of proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking associated with the proposal and to mitigate transport impacts.
- A **Contamination Statement** setting out details of the previous use(s) of the site, along with details of any surveys that have been taken, along with any remediation measures proposed.
- A **Noise Statement** prepared by a suitably qualified acoustician should be submitted setting out the impact of noise on the development and of noise from the development on adjoining uses.
- A **Flood Risk Assessment** should identify and assess the risks of all forms of flooding to and from the development and demonstrate how these flood risks will be managed taking climate change into account.