

FOR THE
ATTENTION OF

Receipt No.

Council Offices: Church Walk, Olthorpe, Lancashire BB7 2TA Tel: 01200 425111 www.ribblevalley.gov.uk

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

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.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application

Postcode: 338 7AV

Postcode: PL5 6AY

CHANGE OF USE FROM OFFICE
TO A TONING SALON

(date must be pre-application submission)

Site Address Details

Please provide the full postal address of the application site

Unit:	4	House number:		House suffix:	
House name:	SHAWBRIDGE SAW MILL				
Address 1:	TAYLOR STREET				
Address 2:					
Address 3:					
Town:	CUTHBERT				
County:					
Postcode (optional):	BB7 1LY				
Description of location or a grid reference (must be completed if postcode is not known)					
Easting:		Nothing:			
Description:					

5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☐ Yes
 ☒ No

If yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently)

Please tick if the full contact details are not known, and then complete as much as possible:

☐

Officer name:

Reference:

Date (DD/MM/YYYY):

(must be pre-application submission)

Details of pre-application advice received:

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

Is a new or altered vehicle 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 diversion, extinguishment and/or creation of rights of way?

☐ Yes
 ☒ No

If you answered yes to any of the above questions, please show details on your plans/drawings and state the reference of the plan (a)/drawings(s)

7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

☐ Yes
 ☒ No

If Yes, please provide details:

Have arrangements been made for the separate storage and collection of recyclable waste?

☐ Yes
 ☒ No

If yes, please provide details:

8. Authority Employee / Member

With respect to the Authority I am: (a) a member of staff

(b) an elected member

(c) related to a member of staff

(d) related to an elected member

Do any of these statements apply to you?

☐ Yes
 ☒ No

If Yes, please provide details of the name, relationship and role

Materials

If applicable please state what materials are to be used externally. Include type, colour and name for each material:

	Existing (where applicable)	Proposed	Not applicable	Don't Know
Walls			☒	☐
Roof			☒	☐
Windows			☒	☐
Door-			☒	☐
Boundary treatments (e.g. fences, walls)			☒	☐
Vehicle access and hard-standing			☒	☐
Lighting			☒	☐
Others (please specify)			☒	☐

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement?

☒ Yes☐ No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement:

LOCATION PLAN 1:1250
 BLOCK PLANS 1:200
 BUILDING PLAN 1:100

10. Vehicle Parking

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

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Cars	16	16	
Light goods vehicles, public carrier vehicles			
Motorcycles			
Disability spaces			
Cycle space			
Other (e.g. Bus)			
Other (e.g. Bus)			

Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer ☐ Com-pit
☐ Septic tank ☐ Other
☐ Package treatment plant

Are you proposing to connect to the existing drainage system? ☐ Yes ☒ No

If Yes, please include the details of the existing system on the application drawings and state references for the plan(s)/drawing(s):

12. 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 watercourse
☐ Soakaway ☐ Pond/lake
☒ Main sewer

13. 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:

- ☐ 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:

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance:

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

14. Existing Use

Please describe the current use of the site:

OFFICE

Is the site currently vacant? ☐ Yes ☒ No

If Yes, please describe the last use of the site:

When did this use end (if known)?

DD/MM/YYYY

(date where known may be approximate)

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

15. 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 construction - Recommendations.

16. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ☐ Yes ☒ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste:

7. Residential Units (Including Conversion)

Does your proposal include the gain, loss or change of use of residential units? ☐ Yes ☒ No
 If Yes, please complete details of the changes in the tables below:

Proposed Housing							Existing Housing								
Market Housing	Not known	Number of Bedrooms					Total	Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown				1	2	3	4+	Unknown	
Houses	☐							Houses	☐						
Flats and maisonettes	☐							Flats and maisonettes	☐						
Live-work units	☐							Live-work units	☐						
Cluster flats	☐							Cluster flats	☐						
Sheltered housing	☐							Sheltered housing	☐						
Bedsit/studios	☐							Bedsit/studios	☐						
Unknown type	☐							Unknown type	☐						
Totals (a + b + c + d + e + f + g) =							Totals (a + b + c + d + e + f + g) =								

Social Rented							Social Rented								
Market Housing	Not known	Number of Bedrooms					Total	Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown				1	2	3	4+	Unknown	
Houses	☐							Houses	☐						
Flats and maisonettes	☐							Flats and maisonettes	☐						
Live-work units	☐							Live-work units	☐						
Cluster flats	☐							Cluster flats	☐						
Sheltered housing	☐							Sheltered housing	☐						
Bedsit/studios	☐							Bedsit/studios	☐						
Unknown type	☐							Unknown type	☐						
Totals (a + b + c + d + e + f + g) =							Totals (a + b + c + d + e + f + g) =								

Intermediate							Intermediate								
Market Housing	Not known	Number of Bedrooms					Total	Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown				1	2	3	4+	Unknown	
Houses	☐							Houses	☐						
Flats and maisonettes	☐							Flats and maisonettes	☐						
Live-work units	☐							Live-work units	☐						
Cluster flats	☐							Cluster flats	☐						
Sheltered housing	☐							Sheltered housing	☐						
Bedsit/studios	☐							Bedsit/studios	☐						
Unknown type	☐							Unknown type	☐						
Totals (a + b + c + d + e + f + g) =							Totals (a + b + c + d + e + f + g) =								

Key worker							Key worker								
Market Housing	Not known	Number of Bedrooms					Total	Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown				1	2	3	4+	Unknown	
Houses	☐							Houses	☐						
Flats and maisonettes	☐							Flats and maisonettes	☐						
Live-work units	☐							Live-work units	☐						
Cluster flats	☐							Cluster flats	☐						
Sheltered housing	☐							Sheltered housing	☐						
Bedsit/studios	☐							Bedsit/studios	☐						
Unknown type	☐							Unknown type	☐						
Totals (a + b + c + d + e + f + g) =							Totals (a + b + c + d + e + f + g) =								

Total proposed residential units (A + B + C + D) =	
Total existing residential units (E + F + G + H) =	

TOTAL NET GAIN or LOSS of RESIDENTIAL UNITS (Proposed Housing Grand Total - Existing Housing Grand Total):

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/type of use	Not applicable	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross internal floorspace proposed (including change of use) (square metres)	Net additional gross internal floorspace following development (square metres)
A1 Shops	☐				
Net tradeable area:	☐				
A2 Financial and professional services	☐				
A3 Restaurants and cafes	☐				
A4 Drinking establishments	☐				
A5 Hot food takeaways	☐				
B1 (a) Office (other than A2)	☐				
B1 (b) Research and development	☐				
B1 (c) Light industrial	☐				
B2 General industrial	☐				
B8 Storage or distribution	☐				
C1 Hotels and halls of residence	☐				
C2 Residential institutions	☐				
D1 Non-residential institutions	☐				
D2 Assembly and leisure	☐				
OTHER	☐				
Please Specify	☐				
Total					

In addition, for hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms

Use class	Type of use	Not applicable	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms
C1	Hotels	☐			
C2	Residential institutions	☐			
OTHER		☐			
Please Specify		☐			

19. Employment

Please complete the following information regarding employees:

	Full-time	Part-time	Total (full-time equivalent)
Existing employees			
Proposed employees	1	2	2

20. Hours of Opening

Please state the hours of opening for each non-residential use proposed:

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Not known
Tanning SALON	8am - 8pm	8am - 1pm	CLOSED	

21. Site Area

Please state the site area in hectares (ha) 0.01 HA

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If the answer is yes, please complete the following table:

	Not applicable	The total capacity of the void in cubic metres, including engineering surcharge and making no allowance for cover or restoration material (or tonnes if solid waste or litres if liquid waste)	Maximum annual operational throughput in tonnes (or litres if liquid waste)
Inert landfill	☐		
Non-hazardous landfill	☐		
Hazardous landfill	☐		
Energy from waste incineration	☐		
Other incineration	☐		
Landfill gas generation plant	☐		
Pyrolysis/gasification	☐		
Metal recycling site	☐		
Transfer station	☐		
Material recovery/recycling facilities (MRFs)	☐		
Household civic amenity sites	☐		
Open windrow composting	☐		
In-vessel composting	☐		
Anaerobic digestion	☐		
Any combined mechanical, biological and/or thermal treatment (MBT)	☐		
Sewage treatment works	☐		
Other treatment	☐		
Recycling facilities construction, demolition and excavation waste	☐		
Storage of waste	☐		
Other waste management	☐		
Other developments	☐		

Municipal
Construction, demolition and excavation
Commercial and industrial
Hazardous

Amount (tonnes):

4. Ownership Certificates

One Certificate A, B, C, or D, must be completed, together with the Agricultural Holdings Certificate with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12
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 (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12
I certify The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which this application relates

Name of Owner	Address	Date Notice Served
ANTHONY SMITH	C/O MORTIMERS CHARTERED SURVEYORS	18/10/2011
	517 CASTLE STREET	
	CUTHBORO, BB7 2BT	

Signed - Applicant:

Or signed - Agent:

Date (DD-MM-YYYY):

18/10/2011

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12
I certify The applicant certifies that

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of the land or building or of a part of it, but I have/the applicant has been unable to do so

The steps taken were:

Name of Owner	Address	Date Notice Served

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD-MM-YYYY):

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4. Ownership Certificates (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/ The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else who, on the day 21 days before the date of this application, was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land to which this application relates, but I have, the applicant has been unable to do so

The steps taken were:

--

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

--

On the following date (which must not be earlier than 21 days before the date of the application):

--

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

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25. Agricultural Land Declaration

AGRICULTURAL LAND DECLARATION

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

Agricultural Land Declaration - You Must Complete Either A or B

(A) None of the land to which the application relates is or is part of an agricultural holding

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

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(B) I have: The applicant has given the requisite notice to every person other than myself, the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates as listed below:

Name of Tenant	Address	Date Notice Served

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

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26. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted.

The original and 3 copies of a completed and dated application form:

☒ The correct fee☒

The original and 3 copies of the plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North:

☒ The original and 3 copies of a design and access statement, if required (see help text and guidance notes for details):☒

The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application:

☒ The original and 3 copies of the completed, dated Ownership Certificate (A, B, C, or D - as applicable):☒☒ The original and 3 copies of the completed, dated Article 12 Certificate (Agricultural Holdings):☒

27. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

DP

18/10/2011

(date cannot be pre-application)

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28. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

29. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension number:

01772 334840

Country code:

Mobile number (optional):

07877595100

Country code:

Fax number (optional):

Email address (optional):

djburnells@fiscali.co.uk

30. 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)

☒ Agent

☐ Applicant

☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

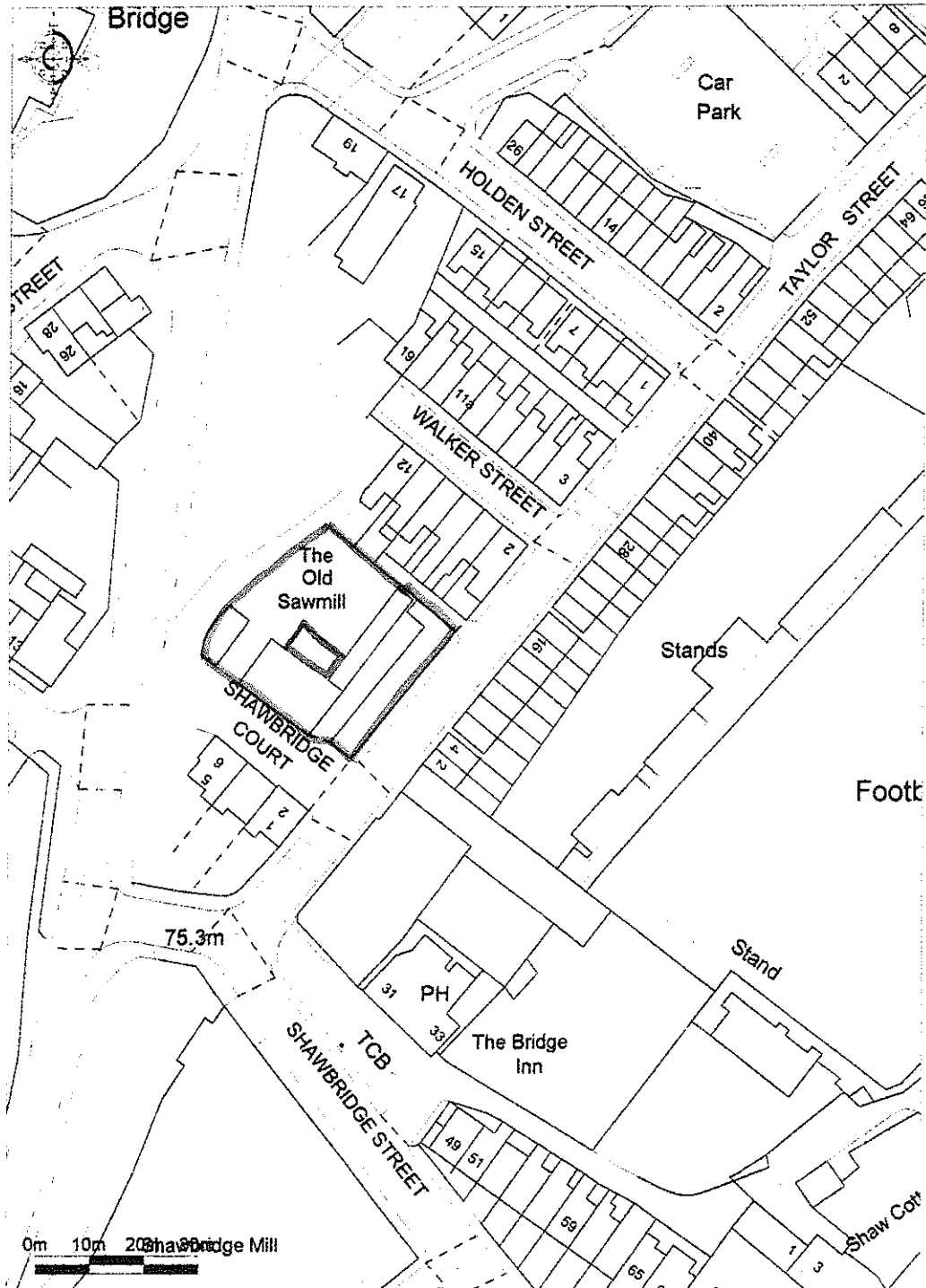
Contact name:

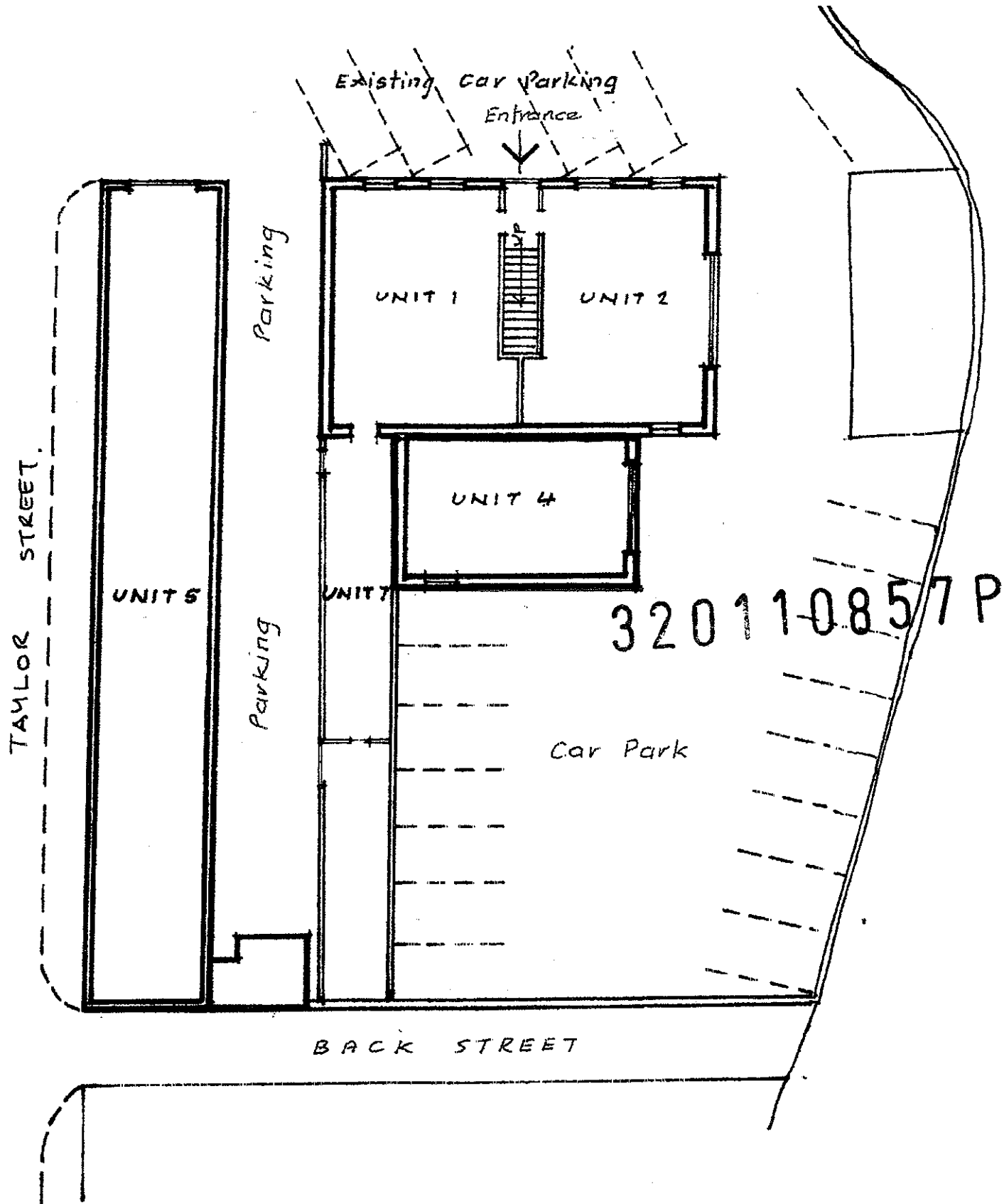
Telephone number:

Email address:

Unit 4 Shawbridge saw mill, Clitheroe, Lancashire BB7 1LY

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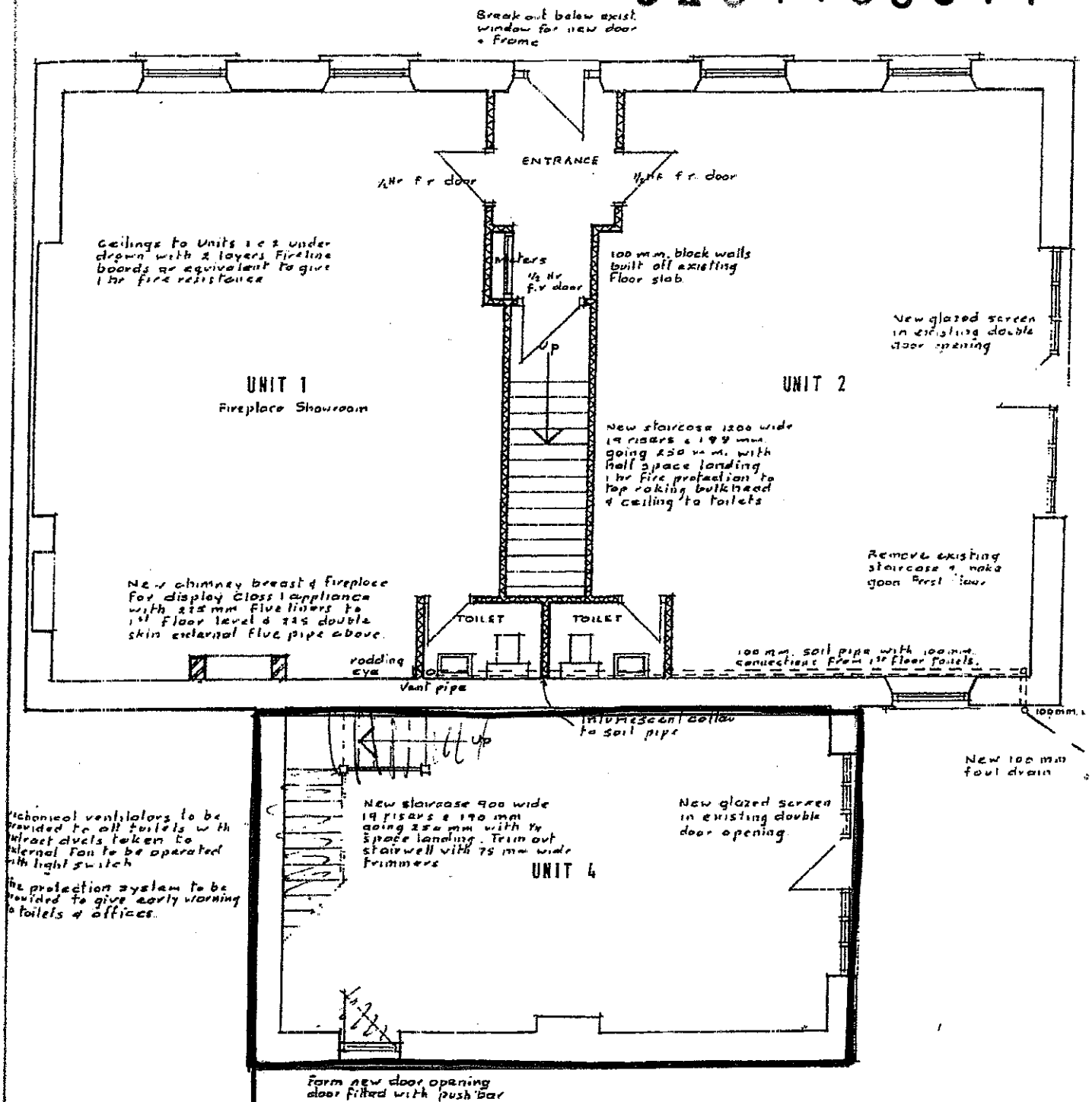


PLAN 2-1:200

PROPOSED + EXISTING

PLAN

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GROUND FLOOR PLAN
EXISTING & PROPOSED

SCALE 1:100

DP ARCHITECTURAL SERVICES LTD
8 Mallards walk
Clayton-le-woods
Chorley
Lancashire
PR5 6AY
Tel. 01772 334840
Mob. 07877595100

DIRECTOR OF COMMERCIAL SERVICES	
19 OCT 2011	
FAO	

18th October 2011

Ribble Valley B C
Council Offices
Church Walk
Clitheroe
Lancashire
BB7 2RA

320110857P

Dear Sirs

Re: Unit 4 Shawbridge Saw Mill Taylor Street Clitheroe – Change of Use Application

DESIGN AND ACCESS STATEMENT

Please find attached the following documents making up our change of use application

1:1250 Location plans
1:200 Site plan
1:100 Building plans
Completed and signed application forms and ownership certificates
The £335 fee will be paid direct by my client

This application is for a change of use to Unit 4 Shawbridge Saw Mill Taylor Street Clitheroe from office accommodation to a Toning Salon (D2)

Noise will be kept to a minimum as this is not a conventional gym environment, it is passive exercise using toning tables with no use of any free weights or large metal lifting machines

It is the intension to sell some health products within the Salon

Initially employment will be 1 full time and 2 part time members of staff

Opening times will be dependent on the demands of the public but initially will open 8am until 8pm and Saturday morning 9am until 1pm with Sundays and Bank holidays closed

Parking will be available to the courtyard in front of the Salon

It is not intended to alter the external façade of the building for this application

Please do not hesitate to contact me if you need to discuss any of the above

Yours faithfully



Doug Purnell