

Do I need planning permission?

Development Questionnaire Form / Commercial Enquiries

Please complete the application form to determine exactly what approvals (if any) you must obtain before commencing work. *If you have any problems in completing this form please contact 0115 901 3901*

You can submit your completed form by email with any plans and details as an attachment to P&Eservicesupport@gedling.gov.uk or post to Civic Centre, Arnot Hill Park, Arnold, Nottingham, NG5 6LU.

Please complete in BLOCK capitals. If you provide us with an email address, this will be the preferred method of communication.

Section 1 – Type of development / service

Change of Use Building/Engineering Operation Advert Other (please specify)

Section 2 – To be completed by all applicants

A) Applicant’s details

Name: _____

Address: _____

Postcode: _____ Tel: _____

Email: _____

B) Agent’s details (if applicable) to whom correspondence should be sent

Name: _____

Address: _____

Postcode: _____ Tel: _____

Email: _____

c) Address of proposed development

Address: _____

Postcode: _____

Current Use of premises (if applicable) : _____

Indicate the size of the site in hectares: _____

Section 3 – Description of proposed development (please include external measurements and materials where applicable)

Where a building or engineering operation is proposed, please provide a sketch of the development showing:

- The external dimensions of the development and any parent building
 - The distance to the site boundaries and any buildings or features within the site
 - The position of any proposed and/or existing access points
 - The position of any trees within the site.
-

Section 4 – Declaration

I (the undersigned) confirm that pre-application advice is requested and enclose a fee for £ _____ as payment for the service. Payment can be made by Debit or Credit card by telephoning us on 0115 901 3901 or by cheque, payable to Gedling Borough Council. I also agree to pay any sums arising from the provision of additional services set out in the pre application guidance

Signed: _____

Signed _____

Date: _____

Freedom of Information Act and Data Protection

Disclosure of the information you have provided may be requested by a third party under the Freedom of Information Act 2000 and / or Environmental Information Regulations 2004. 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 / Regulations. To assist the council in this exercise could you please provide answers to the following questions (continue on a separate sheet if necessary). 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 you consider 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?)

3. Please provide and further information that is relevant that may affect our decision.

DATA PROTECTION – The personal information you have provided on this form will only be used to enable us to process your request and will at all times be treated in accordance with the Data Protection Act 1998.

For more information regarding Freedom of Information and Data Protection please visit our website at www.gedling.gov.uk