You can use the Planning Portal to find the correct email address for your local planning authority.
www.planningportal.gov.uk/localauthoritysearch

Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Class A3)

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

Development consisting of a change of use of shops (Class A1), financial and professional services (Class A2), betting offices, pay day loan shops and casinos of up to 150m2 floor space to a use falling within Class A3 restaurants and cafés of the Schedule to the Use Classes Order and for limited building works to allow the installation of extraction and ventilation units, and for waste storage and management.*

Premises may revert from Class A3 use to their original use class if that was Class A1 (shops) or Class A2 (financial and professional services) under existing permitted development rights. A planning application will be required for change of use from Class A3 to a betting office or pay day loan shop.

* The right does not apply to land within the curtilage of Listed Buildings or Scheduled Monuments, to Sites of Special Scientific Interest, Safety Hazard Areas and Military Explosives Storage Areas.

Publication of notifications on planning authority websites

Please note that the information provided on this notification 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.

Please note: You need to download the form to complete it electronically. Please complete using block capitals and black ink if sending by post.

1. Developer Name and Address

Title:	MRS
First name:	LISA
Last name:	SOTERIOU
Company (optional):	PANNISA COFFEE LOUNGE
Unit:	
House number:	19
House suffix:	
House name:	PANNISA COFFEE LOUNGE
Address 1:	19 SOUTHWICK SQUARE
Address 2:	
Address 3:	
Town:	SOUTHWICK
County:	WEST SUSSEX
Country:	UK
Postcode:	BN42 4FP

2. Agent Name and Address

Title:	
First name:	
Last name:	
Company (optional):	
Unit:	
House number:	
House suffix:	
House name:	
Address 1:	
Address 2:	
Address 3:	
Town:	
County:	
Country:	
Postcode:	

ADUR & WORTHING
PLANNING SERVICES

PLAN	NOTICE ~~AWDM~~/0018/17
DATE VALID	27 NOV 2017

3. Site Address Details

Please provide the full postal address of the application site.

Unit:		Building number:	19	Building suffix:	
Building name:	PANNISA coffee LOUNGE				
Address 1:	19 SOUTHWICK SQUARE				
Address 2:	SOUTHWICK				
Address 3:	WEST SUSSEX				
Address 4:					
Postcode:	BN42 4FP				

4. Description of the Proposed Development

Please describe the proposed development, including relevant information covering noise, odour, storage and handling waste, hours of opening and transport and highways impacts of the development. Where the building is located in a key shopping area, please provide details of any undesirable impact on the sustainability of that shopping area:

PANNISA coffee LOUNGE IS CURRENTLY A1

WE WOULD LIKE TO CHANGE TO A1/A3

NO STRUCTURAL CHANGES AT ALL

JUST PERMISSION TO ADD A FEW TABLES & CHAIRS IN 30M² SPACE - 12 COVERS

LEAVING ROOM FOR DISABLED ACCESS

THANK you

Are any associated building works or other operations required to make this change? ☐ Yes ☑ No

If yes, please provide details of the siting, design and external appearance of the building including ventilation and extraction (including the provision of an external flue) and the storage of rubbish:

continued:

What is the total floor space to be changed to restaurant and cafes? 30 m2

Has any of the building or land within its curtilage been previously changed under Class C Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafes (Class A3)?

☐ Yes ☑ No

If Yes, what was the total floor space changed to Restaurants and Cafes? m2

Development is not permitted if the development (together with any previous development under Class C) would result in more than 150 square metres of floor space in the building having changed use under Class C.

5. 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 could result in your notification being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted. Please note that as part of this procedure, if any objections are received the Local Planning Authority may require submission of further information at a later date.

☑ All sections of this notification completed in full, dated and signed (typed signature if sent electronically).

☑ The correct fee

☑ A plan indicating the site and showing the proposed development. A plan drawn to an identified scale will assist the authority in assessing your development proposal. Plans can be bought from one of our accredited suppliers using our Buy-a-Plan service (www.planningportal.gov.uk/buyaplan)

☑

☑ Existing and proposed elevations and floor plans (if building or other operations are required for the provision of facilities for ventilation and extraction (including the provision of an external flue), and the storage of rubbish).

6. Declaration

I/we hereby apply for prior approval as described in this notification 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 person(s) giving them.

Signed - Developer: [redacted]

Or signed - Agent:

Date (DD/MM/YYYY): 23/11/2017 (date cannot be pre-application)

7. Developer Contact Details

Telephone numbers

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

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address: [redacted]

8. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address: