

## Application for Prior Notification for a Change of Use Class O – from offices to dwellinghouses

Town and County Planning Act 1990  
The Town and Country Planning (General Permitted Development)  
(England) Order 2015  
Schedule 2, Part 3

### Publication of applications on planning authority websites

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.

Please complete **ALL** sections using block capitals and black ink.  
It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

1. Applicant Name and Address	
NAME	
ADDRESS	
Postcode	
Tel No.	Mobile
Email Address	

2. Agent Name and Address (if relevant)	
NAME	
ADDRESS	
Postcode	
Contact Name	
Tel No.	Mobile
Email Address	

3. Site Address
Postcode: _____

**4. Description of proposed development**

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**5. Plans (mandatory)**

Confirm attached

SITE PLAN SHOWING THE PROPOSED DEVELOPMENT (preferred scale 1:500)

**6. Declaration**

Signed – Applicant:

or Signed – Agent:

Date: (DD/MM/YYYY)

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**Please complete ALL fields, attaching required plan and return to:**

Planning and Building Service, Beech Hurst, Weyhill Road, Andover, Hampshire. SP10 3AJ

Or Email to [planning@testvalley.gov.uk](mailto:planning@testvalley.gov.uk)