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Please ask for Julie Ramsey  
Tel: 68 6158  
Email: [jramsey@tendringdc.gov.uk](mailto:jramsey@tendringdc.gov.uk)

Our Ref: 21/01346/COUNOT

22 September 2021

Dear Sir/Madam

## **TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (ENGLAND) ORDER 2016**

APPLICATION NO: 21/01346/COUNOT  
PROPOSAL: Proposed change the use of first floor office into a self contained two-bedroom flat.  
LOCATION: The Insurance Centre Clacton Road Elmstead Colchester

Thank you for your notification on the above matter which was received on 29 July 2021 and made valid on 29 July 2021 and was allocated the reference **21/01346/COUNOT**.

I can now advise you that this proposal will **not** require prior approval of the Local Planning Authority.

The proposal constitutes permitted development as defined in Schedule 2, Part 3, Class O of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) and may therefore be carried out providing that it is wholly in accordance with the legislation.

### Conditions

- 1 Development under Class O is permitted subject to the condition that development must be completed within a period of 3 years starting with the prior approval date.
- 2 The development must be carried out where prior approval is not required, or where sub-paragraph (11)(c) applies, in accordance with the details provided in the application referred to in sub-paragraph (1) - Plan(s) 0309/PA/02, 0313/DP/02, 0313/PA/04
- 3 The proposed development shall not be occupied until such time as a domestic car parking for a minimum of one vehicle has been provided in accordance with the Parking Standards, details to be agreed with the Local Planning Authority. The agreed car parking shall be retained at all times for such purpose.

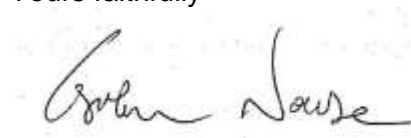
Reason: To ensure that on street parking of vehicles in the adjoining streets/roads does not occur and that appropriate parking is provided

- 4 Areas within the curtilage of the site for the purpose of loading / unloading / reception and storage of building materials and manoeuvring of all vehicles shall be provided clear of the highway.

Reason: To ensure that appropriate loading and unloading facilities are available to ensure that the highway is not obstructed in the interest of highway safety

If you require any clarification on this matter or further information, please contact the case officer Julie Ramsey on 68 6158.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Graham Nourse', is written over a faint, light-colored circular stamp or watermark.

Graham Nourse  
Assistant Director  
Planning Service