

Application for Prior Notification Change of Use of Offices to Dwelling(s)

NATIONAL REQUIREMENTS (2 copies (original and 1 copy of the application form, documents, statements and plans unless stated otherwise or submitted electronically))

| | YES | N/A |
|---|--------------------------|--------------------------|
| Completed form including a written description of the proposed development | <input type="checkbox"/> | |
| The appropriate fee – £96 | <input type="checkbox"/> | <input type="checkbox"/> |
| A plan indicating the site and showing the proposed development outlined in red. | <input type="checkbox"/> | |
| Floor Plan – indicating the dimensions and proposed use of each room, the position and dimensions of windows, doors and walls, and the elevations of the dwellingshouses | <input type="checkbox"/> | |

| LOCAL REQUIREMENTS | YES | N/A |
|--|--------------------------|--------------------------|
| Such information as may be necessary to enable the Local Planning Authority to determine: <ul style="list-style-type: none"> • Transport and highways impacts of the proposal • Contamination implications • Flood risk | <input type="checkbox"/> | <input type="checkbox"/> |