

VALIDATION CHECKLIST

Application to determine if prior approval is required for a proposed: Change of Use from Commercial, Business, Services (Use Class E) to Dwellinghouses (Use Class C3)

Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) – Schedule 2, Part 3, Class MA

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		
The appropriate fee		
£250 for each dwellinghouse		
A plan which is drawn to an identified scale and shows the direction of North indicating the site and showing the proposed development outlined in red.		
Floor Plans which are drawn to an identified scale (1:50/1:100) Indicating the dimensions and proposed use of each room, the position and dimensions of windows, doors and walls		
Existing and Proposed Elevations of the dwellinghouse		
Flood Risk Assessment - only where the application site falls in Flood Zone 2 or Zone 3; or an area in Flood Zone 1 which has critical drainage problems and which has been notified to the LPA by the Environment Agency		
A Fire Statement that covers the fire safety design principles, concepts and standards that have been applied to the development		
A report from a chartered engineer or other competent professional confirming that the external wall construction of the existing building complies with paragraph B4(1) of Schedule 1 to the Building Regulations 2010 (as amended)		
The confirmation in regard to Agricultural Tenancies		

March 2025