

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	<input type="checkbox"/>	
The appropriate fee £100 per dwelling	<input type="checkbox"/>	
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.	<input type="checkbox"/>	
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	<input type="checkbox"/>	
Existing and Proposed Elevations of the dwellinghouse	<input type="checkbox"/>	
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	<input type="checkbox"/>	<input type="checkbox"/>
A Fire Statement that covers the fire safety design principles, concepts & standards that have been applied to the development [If over 18m / 7 storeys]	<input type="checkbox"/>	<input type="checkbox"/>
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) [Should be only required under Part 20 applications - not Class MA]	<input type="checkbox"/>	<input type="checkbox"/>
The confirmation in regard to Agricultural Tenancies	<input type="checkbox"/>	<input type="checkbox"/>