

Application for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)

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 – £120 where no associated building operations or £258 with associated building operations	<input type="checkbox"/>	<input type="checkbox"/>
A plan indicating the site and which buildings are proposed to change in use.	<input type="checkbox"/>	

LOCAL REQUIREMENTS	YES	N/A
Block/Site Plan (at a scale of 1:200 or 1:500) highlighting the proposed development in relation to the site boundaries and other existing buildings on the site. Any trees or public rights of way affected by the development should be shown, together with the proposed parking arrangements. Any new boundary walls or fencing proposed as part of the development. The direction of north should be shown.	<input type="checkbox"/>	
Proposed Elevation Plans (at a scale of 1:50 or 1:100)	<input type="checkbox"/>	<input type="checkbox"/>
Proposed Floor Plans (at a scale of 1:50 or 1:100)	<input type="checkbox"/>	<input type="checkbox"/>
Sections and Finished Floor and Site Levels Plans – only when a change in level is proposed eg on a sloping site		
Proposed site sections (at scale 1:50 or 1:100)	<input type="checkbox"/>	<input type="checkbox"/>
Proposed finished floor levels (at scale 1:50 or 1:100)	<input type="checkbox"/>	<input type="checkbox"/>
Roof Plans (for dormer extensions/roof alterations etc).		
Proposed roof plans (at scale 1:50 or 1:100)	<input type="checkbox"/>	<input type="checkbox"/>
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 development • The design or external appearance of the building • Contamination implications • Flood risk 	<input type="checkbox"/>	<input type="checkbox"/>