



## Validation checklist:

### Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis) to Restaurants and Cafes (Class A3)

<b>National Requirements</b>	<b>Tick</b>
Please provide 2 copies of the following documents if submitting on paper; 1 copy if submitting electronically:	
Application form, fully completed <u>or</u> a written description of the proposed development	
A plan* indicating the site and showing the proposed development	
The developer's contact address	
The developer's email address if the developer is content to receive communications electronically	
Correct fee	

<b>Local Requirements</b>	<b>Tick</b>
The following documents may be required depending on the location of the proposal and should include assessment of the impacts or risks of the development and statements setting out how these are to be mitigated:	
Flood Risk Assessment	
Contaminated Land Assessment	
Noise Assessment	
Planning Statement	
Transport and highways impacts of the development only	

\*Plans drawn to an identified scale will assist the local authority in determining the proposal.