

Notification for 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 Uses) to Restaurants and Cares (Class A3) Leisure Checklist

2 complete sets of each application are required. Plans should be dated and numbered, show their metric scale, a scale bar and include key dimensions.

Requirement	Included	Reason if not included
▪ Form - signed and dated		
▪ Location Plan		
▪ Site Plan		
▪ Floor Plans		
▪ Transport Statement		
▪ Noise & Odour Statement		
▪ Hours of Operation		
▪ Fee		