

## Appendix F

### Validation Checklist

#### **FULL PLANNING APPLICATION FOR CHANGE OF USE WITHOUT EXTERNAL BUILDING WORKS**

For applications that involve changing the use of a building or land but are not proposing any external works to the building, the following additional plans will be required:

5 copies of the block plan of the site to a scale of not less than 1:500

5 copies of existing and proposed floor plans at a scale of not less than 1:100

#### **FULL PLANNING APPLICATION FOR CHANGE OF USE WITH EXTERNAL BUILDING WORKS**

If your proposal involves the change of use of a building or land and involves external alterations e.g. construction of a flue, insertion of new windows, additional plans will be required:

5 copies of the block plan of the site to a scale of not less than 1:500

5 copies of the existing and proposed elevations to a scale of not less than 1:100

5 copies of existing and proposed sections at a scale of not less than 1:100

5 copies of existing and proposed floor plans at a scale of not less than 1:100

5 copies of a site survey plan to a scale of not less than 1:200 showing existing features of the site e.g. walls, trees, buildings and other structures

5 copies of a site survey plan at a scale of not less than 1:200 showing proposed features e.g. landscaping