

**APPENDIX 2**

If Committee agrees to make the proposed non-immediate Article 4 Direction under Schedule 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015, this will remove permitted development rights for the change of use from dwellings houses (C3 use class) to houses in multiple occupation (C4 use class) that can accommodate up to six people.

Following the making of such a direction, local authorities are required to publicise the direction via the following means;

- Local advertisement of the direction;
- Display of a minimum of two notices in different locations for a minimum period of six weeks;
- Notify owners and occupiers within the affected area (these regulations can be relaxed where this would be impracticable);
- Send the above documentation to the Secretary of State;
- Provide a period of a minimum of 21 days within which representations concerning the direction can be made (in this instance it is suggested that 6 weeks consultation be allowed in accordance with the standard approach to consultation on planning policy matters);
- The local authority must specify the date on which it is proposed that the direction will come into force, which must be at least 28 days but no longer than 2 years, from the date that the consultation starts. In addition, although not a statutory obligation, it is considered good practice for notice of the direction to be published on the local authority website.

Following this consultation period and after considering any comments received, a further report to Committee will be required, for consideration to be given to any comments and to confirm the Article 4 direction.