

CHANGE OF USE AND USE CLASSES



When you change the use of a building or piece of land you may require planning permission.

Permission is generally required if the change involves moving from one class to another.

In some cases you can move between different use classes without the need for permission e.g. you can change from Class 3 to Class 1A without consent.

Also if the change of use falls within the same use class then planning permission is not required as there is no development or change. We have provided further details which can be found on the publication at the bottom of this page.

If you do need to apply for planning permission you will need to complete a full planning application. You can apply online using the [Scottish Government](#) website.

Please note we are unable to advise you which class your property falls within unless a previous application has been made. You can check the current status via the Scottish Assessors Association website saa.gov.uk which will tell you the rateable value of the property. If required a [Property History Search](#) can be carried out.

Interpretation

In this document the following expressions have the meanings assigned to them:

- **Care** means personal care including the provision of appropriate help with physical and social needs or support; and in class 8 (residential institutions) includes medical care and treatment;
- **Day Centre** means non-residential premises which are used for social purposes, recreation, rehabilitation or occupational training and at which care is also provided;
- **Industrial Process** means a process, other than a process carried out in or adjacent to, a mine or quarry, for or incidental to (a) the making of any article or part of any article including a ship or vessel or a film, video or sound recording; (b) the altering, repairing, maintaining, ornamenting, finishing, cleaning, washing, packing, canning, adapting for sale, breaking up or demolition of any article; or (c) the getting, dressing or treatment of minerals; in the course of any use other than agriculture.
- **Site** means the whole area of land within a single unit of occupation;
- **Support** means counselling or other help provided as part of a planned programme of care.

Use Class	Use description	Change Permitted
<p>Class 1A Shops and financial, professional and other services</p>	<p>(1) Use:</p> <ul style="list-style-type: none"> (a) for the retail sale of goods other than hot food; (b) as a post office; (c) for the sale of tickets; (d) as a travel agency; (e) for the sale of cold food for consumption off the premises; (f) for hairdressing; (g) for the direction of funerals; (h) for the display of goods for sale; (i) for the hiring out of domestic or personal goods or articles; (j) as a launderette or dry cleaners; <p>or</p> <ul style="list-style-type: none"> (k) for the reception of goods to be washed, cleaned or repaired; <p>where the sale, display or service is principally to visiting members of the public.</p> <p>(2) Use for the provision of:</p> <ul style="list-style-type: none"> (a) financial services; (b) professional services; or (c) any other services (excluding use as a pay day loan/betting office) <p>Which it is appropriate to provide in a shopping area and where the sale, display or service is principally to visiting members of the public.</p>	<p>Planning permission required for change of use to any other class.</p>
<p>Sui Generis</p>	<p>Use -</p> <ul style="list-style-type: none"> (a) for the sale of fuel for motor vehicles; or (b) for a taxi business or for the hire of motor vehicles. 	<p>Planning permission required for change of use to any other class.</p>
<p>Class 3 Food and Drink</p>	<p>Use for the sale of food or drink for consumption on the premises.</p> <p>e.g. cafes, restaurants, snack bars</p>	<p>Change to Class 1A permitted.</p> <p>Planning permission required for change of use to any other class.</p>
<p>Sui Generis</p>	<p>Use for the sale of hot food for</p>	<p>Change to Class 1A permitted.</p>

	<p>consumption off the premises.</p> <p>e.g. pizza shops, takeaways, kebab shops, fish and chip shops</p>	<p>Planning permission required for change of use to any other class.</p>
Sui Generis	<p>Use as a public house.</p>	<p>Planning permission required for change of use to any other class.</p>
<p>Class 4 Business</p>	<p>Use-</p> <p>(a) as an office, other than a use within class 2 (financial, professional and other services);</p> <p>(b) for research and development of products or processes; or</p> <p>(c) for any industrial process; being a use which can be carried on in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit.</p>	<p>Change of use to Class 6 (up to 235sqm of floor space only)</p> <p>Planning permission required for change of use to any other class.</p>
<p>Class 5 General Industrial</p>	<p>Use for the carrying on of an industrial process other than one falling within class 4 (business).</p>	<p>Change of use permitted to Class 6 (up to 235sqm of floor space only) or to Class 4.</p> <p>Planning permission required for change of use to any other class.</p>
Sui Generis	<p>Use -</p> <p>(a) for any work registerable under the Alkali etc. Works Regulations Act 1906;</p> <p>(b) as a scrap yard or yard for the breaking of motor vehicles; or</p> <p>(c) as a waste disposal installation for incineration, chemical treatment (as defined in Annex IIA to Directive 75/442/EEC under heading D9), or landfill of waste to which Directive 91/689/EEC applies.</p>	<p>Planning permission required for change of use to any other class.</p>
<p>Class 6 Storage or Distribution</p>	<p>Use for storage or as a distribution centre.</p>	<p>Change to Class 4 permitted.</p> <p>Planning permission required for change of use to any other class.</p>

Sui Generis	Storage or distribution of minerals	Planning permission required for change of use to any other class.
Class 7 Hotels and Hostels	Use as a hotel, boarding house, guest house, or hostel where no significant element of care is provided, other than premises where alcohol (within the meaning given by section 2 of the Licensing Scotland Act 2005) is sold, pursuant to a premises licence issued under that Act to persons other than residents or to persons other than persons consuming meals on the premises and other than a use within class 9 (houses).	Planning permission required for change of use to any other class.
Class 8 Residential Institutions	Use - (a) for the provision of residential accommodation and care to people in need of care other than a use within class 9 (houses); (b) as a hospital or nursing home; or (c) as a residential school, college or training centre.	Planning permission required for change of use to any other class.
Class 8A Secure residential institutions	Use for the provision of secure residential accommodation, including use as a prison, young offenders institution, detention centre, secure training centre, custody centre, short-term holding centre, secure hospital, secure local authority accommodation or use as military barracks.	Planning permission required for change of use to any other class.
Class 9 Houses	Use - (a) as a house, other than a flat, whether or not as a sole or main residence, by- (i) a single person or by people living together as a family, or (ii) not more than 5 residents living together including a household where care is provided for residents; (b) as a bed and breakfast establishment or guesthouse, not in either case being carried out in a flat	Planning permission required for change of use to any other class.

	where at any one time not more than 2 bedrooms are, or in the case of premises having less than 4 bedrooms 1 bedroom is, used for that purpose.	
Sui Generis	Use as a residential flat	Planning permission required for change of use to any other class.
Class 10 Non-residential Institutions	Use, not including residential use - (a) as a crèche, day nursery or day centre; (b) for the provision of education; (c) for the display of works of art (otherwise than for sale or hire); (d) as a museum; (e) as a public library or public reading room; (f) as a public hall or exhibition hall; or (g) for, or in connection with, public worship or religious instruction, or the social or recreational activities of a religious body; or (h) as a law court.	Planning permission required for change of use to any other class.
Class 11 Assembly and Leisure	Use as - (a) a cinema; (b) a concert hall; (c) a bingo hall or casino; (d) a dance hall or discotheque; or (e) a swimming bath, skating rink, gymnasium or area for other indoor or outdoor sports or recreation, not involving motorised vehicles or firearms.	Planning permission required for change of use to any other class.
Sui Generis	Use as - (a) an amusement arcade or centre or funfair; or (b) a theatre	Planning permission required for change of use to any other class.

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