Application for a Lawful Development Certificate for an Existing use or operation or activity including those in breach of a planning condition.
Town and Country Planning Act 1990: Section 191 as amended by section 10 of the Planning and Compensation Act 1991.
Town and Country Planning (General Development Procedure) Order 1995

Publication of planning applications on council web sites
Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.
If any other information that is provided as part of the application which falls within the definition of personal data under the Data Protection Act and is not to be published on the council's website, please contact the council's planning department.

1. Applicant Name, Address and Contact Details

Title: First name: Surname:

Company name

Street address:

Town/City

County:

Country:

Postcode:

	Country Code	National Number	Extension Number
Telephone number:			
Mobile number:			
Fax number:			

Email address:

Are you an agent acting on behalf of the applicant? ◯ Yes ◯ No

2. Agent Name, Address and Contact Details

Title: First Name: Surname:

Company name:

Street address:

Town/City

County:

Country:

Postcode:

	Country Code	National Number	Extension Number
Telephone number:			
Mobile number:			
Fax number:			

Email address:

3. Site Address Details

Full postal address of the site (including full postcode where available)

House: Suffix:

House name:

Street address:

Town/City:

County:

Postcode:

Description of location or a grid reference
(must be completed if postcode is not known):

Easting:

Northing:

Description:

4. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? ◯ Yes ◯ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title: First name: Surname:

Reference:

Date (DD/MM/YYYY): (Must be pre-application submission)

Details of the pre-application advice received:

5. Lawful Development Certificate - Interest in Land

Please state the applicant's interest in the land: ◯ a) Owner ◯ b) Lessee ◯ c) Occupier ◯ d) Other

If Yes to b) or c), please give details of the owner and state whether they have been informed in writing of this application:

If No to a), b), or c), please give the names and addresses of anyone who has an interest in the land and state the nature of their interest (if known):

Have they been informed of the application? ◯ Yes ◯ No

If No, why have they not been informed?

6. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? ◯ Yes ◯ No

If Yes, please provide details:

7. Description of Use, Operation or Activity

Which category describes the existing use or operation or development for which the certificate is sought:

◯ An existing use

◯ An existing operation

◯ An existing use, operation or activity in breach of a condition

8. Description of Use, Operation or Activity

Describe the existing uses, building works or activities for which you want a lawful development certificate. Where appropriate, show to which part of the land each use building works or activity relates:

9. Grounds for application for Certificate of Lawfulness

Under what grounds is the certificate being sought:

- ◯ The use began more than 10 years before the date of this application
- ◯ The use, operation or activity in breach of condition began more than 10 years before the date of this application
- ◯ The use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years
- ◯ The operations (building works) were substantially completed more than four years before the date of this application
- ◯ The use as a single dwelling house began more than four years before the date of this application
- ◯ Other:
  This might include claims that the change of use or proposed operation was not development, or that it benefited from planning permission granted under the Act or by the General Permitted Development order

If the certificate is sought for a use, operation, or activity in breach of a condition or limitation, please specify the condition or limitation that has not been complied with:

Reference number: | Condition number: | Date:

Please state why a Lawful Development Certificate should be granted:

10. Information in Support of a Lawful Development Certificate

When was the use or activity begun, or the building works substantially completed?

In the case of an existing use or activity in breach of conditions has there been any interruption? ◯ Yes ◯ No

If Yes, please provide details of the dates, duration and any discontinuance of the development which is the subject of this application. If your application is based on the claim that a use or activity has been ongoing for a period of years, state exactly when any interruption occurred:

In the case of an existing use of land, has there been any material change of use of the land since the start of the use for which a certificate is sought: ◯ Yes ◯ No

If Yes, please provide details:

10. Information in Support of a Lawful Development Certificate (cont.) - Residential / Dwelling Units

Does the application for a certificate relate to a residential use where the number of residential units has changed? ◯ Yes ◯ No

Overall Residential Unit Totals

11. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? ◯ Yes ◯ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)

◯ The agent ◯ The applicant ◯ Other person

12. Declaration

I/we hereby apply for a Certificate of Lawfulness as described in this form and the accompanying plans/drawings and additional information. ☐ Date: