# 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

### Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

## 1. Applicant Name and Address

|  |  |
| --- | --- |
| Name | Mr  Test  Name |
| Address |  |

## 2. Agent Name and Address

|  |  |
| --- | --- |
| No agent? | ❑ |
| Agent name |  |
| Address |  |

## 3. Site Address Details

|  |  |
| --- | --- |
| Address same as site address? | ❑ |
| If no, address | AYLESBURY TOWN COUNCIL  GROUND AND FIRST FLOOR  5  CHURCH STREET  AYLESBURY  HP20 2QP |

## 4. Pre-application advice

|  |  |
| --- | --- |
| Has assistance or prior advice been sought from the local authority about this application? | No |
| If yes, please complete the following information about the advice you were given. |  |
| Officer name |  |
| Pre-app Reference |  |
| Date |  |
| Details of pre-application advice received? |  |

## 5. Lawful Development Certificate – Interest in Land

Please state the applicant’s interest in the land

|  |  |
| --- | --- |
| Owner | Yes/No |
| Lessee | Yes/No |
| Occupier | Yes/No |

If Yes to Lessee or Occupier, please give details of the Owner and state whether they have been informed in writing of this application:

|  |  |  |
| --- | --- | --- |
| Name | Address | Have they been informed in writing of the application |
|  |  | Yes/No |

If No to all of the above, please give name and address of anyone you know who has an interest in the land:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Address | Nature of interest in the land | Have they been informed of the application | If they have not been informed of the application please explain why not |
|  |  |  |  |  |

## 6. Authority Employee/Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question, “related to” means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the local planning authority

With respect to the Authority, I am: (a) a member of staff (b) an elected member (c) related to a member of staff (d) related to an elected member.

|  |  |
| --- | --- |
| Does any of these statements apply to you? |  |
| If Yes, please provide details of the name, role, and how you are related to them |  |

## 7. Description of Use, Building Works or Activity

Please state for which of these you need a lawful development certificate/building works (you must tick at least one option):

|  |  |
| --- | --- |
| An existing use: | ❑Yes |
| Existing building works: | ❑Yes |
| An existing use, building work or activity in breach of a condition | ❑Yes |
| Being a use, building works or activity which is still going on at the date of this application. |  |
| If Yes to either ‘an existing use’ or ‘an existing use in breach of a condition’ please state which one of the Use Classes the use relates to: | Not supplied |

## 8. Description of Existing Use, Building Works or Activity

|  |  |
| --- | --- |
| What is the existing site use(s) for which the certificate of lawfulness is being sought? Please fully describe each use and state which part of the land the use relates to | Not supplied |

## 9. Grounds For Application for a Lawful Development Certificate

Please state under what grounds is the certificate sought (you must tick at least one box):

|  |  |
| --- | --- |
| ❑ | The use began more than 10 years before the date of this application. |
| ❑ | The use, building works 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 building works (for instance, building or engineering 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 - please specify (this might include claims that the change of use or building work 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 on 'Other' grounds please give details: | Not supplied |

If applicable, please give the reference number of any existing planning permission, lawful development certificate or enforcement notice affecting the application site. Include its date and the number of any condition being breached:

|  |  |
| --- | --- |
| Reference number: | Not supplied |
| Condition number: | Not supplied |
| Date (DD/MM/YYYY):  (must be pre application submission) | Not supplied |

Please state why a Lawful Development Certificate should be granted:

|  |
| --- |
| Not supplied |

### Exisiting Housing

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | *Number of bedrooms* | | | | | *Total* |
| **Market Housing** | 1 | 2 | 3 | 4+ | Unknown |  |
| Houses |  |  |  |  |  |  |
| Flats & Maisonettes |  |  |  |  |  |  |
| Live-work Units |  |  |  |  |  |  |
| Cluster Flats |  |  |  |  |  |  |
| Sheltered Housing |  |  |  |  |  |  |
| Bedsit/Studios |  |  |  |  |  |  |
| Unknown |  |  |  |  |  |  |
| **Total:** | | | | | | Enter if relevant |

## 10. Information In Support of a Lawful Development Certificate

|  |  |
| --- | --- |
| When was the use or activity begun, or the building work substantially completed? | Not supplied  Date (DD/MM/YYYY) (must be pre application submission) |
| 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, please state exactly when any interruption occurred: | Not supplied |
| 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: | Not supplied |
| Does the application for a Certificate relate to a residential use where the number of residential units has changed? | ❑Yes  ❑No  If Yes, complete table below |

### Proposed Housing

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | *Number of bedrooms* | | | | | *Total* |
| **Market Housing** | 1 | 2 | 3 | 4+ | Unknown |  |
| Houses |  |  |  |  |  |  |
| Flats & Maisonettes |  |  |  |  |  |  |
| Live-work Units |  |  |  |  |  |  |
| Cluster Flats |  |  |  |  |  |  |
| Sheltered Housing |  |  |  |  |  |  |
| Bedsit/Studios |  |  |  |  |  |  |
| Unknown |  |  |  |  |  |  |
| **Total:** | | | | | | Enter if relevant |

|  |  |
| --- | --- |
| Social/ Intermediate/ Key Worker Housing | ❑None relevant  (If relevant to the application, set out details in a table like the above) |

## 11. Additional Information Requirements of the Mayor of London

|  |  |
| --- | --- |
| Title number unknown? | Yes/No |
| Title number: |  |
| Energy Performance Certificate reference unknown? |  |
| EPC number: |  |
| Gross internal Floor Area to be added (sqm) |  |
| Number of additional bedrooms proposed |  |
| Number of additional bathrooms proposed |  |

**Existing and Proposed Vehicle Parking spaces for the following:**

|  |  |  |
| --- | --- | --- |
|  | Existing | Proposed |
| a. Cars |  |  |
| b. Light Good Vehicles / Public Vehicles |  |  |
| c. Motorcycles |  |  |
| d. Disabled Person Parking |  |  |
| e. Cycle spaces |  |  |
| f. Bus |  |  |
| g. Residential only off-street parking |  |  |
| h. Car Club |  |  |
| i. Other |  |  |

## 12. Declaration

I/We hereby apply for a Lawful Development Certificate as described in this form and the accompanying plans/drawings and additional information. I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

|  |  |
| --- | --- |
| Signed |  |
| Signed by | ❑Applicant  ❑Agent |
| Date |  |

(date cannot be pre-application submission)

**WARNING:**

The amended section 194 of the 1990 Act provides that it is an offence to furnish false or misleading information or to withhold material information with intent to deceive. Section 193(7) enables the authority to revoke, at any time, a certificate they may have been issued as a result of such false or misleading information.

## 13. Applicant Contact Details

|  |  |
| --- | --- |
| Phone | 01494111111 |
| Email | test@buckinghamshire.gov.uk |

## 14. Agent Contact Details

|  |  |
| --- | --- |
| Phone |  |
| Email |  |

## 15. Site Visit

|  |  |
| --- | --- |
| Can the site be seen from a:  Public road  Public footpath  Bridleway  Or other public land? | Not supplied |
| If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? | ❑Applicant  ❑Agent  ❑Other |

If Other has been selected, please provide a contact name, telephone number and email address:

|  |  |
| --- | --- |
| Other contact for site visit.  Name |  |
| Phone |  |
| Email |  |