# Application for a Lawful Development Certificate for a Proposed use or development.

# 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 | applicant.title  applicant.name.first  applicant.name.last |
| Address | applicant.address.singleLine  applicant.address.organisation  applicant.address.sao  applicant.address.buildingName  applicant.address.pao  applicant.address.street  applicant.address.locality  applicant.address.town  applicant.address.postcode  applicant.address.country |

## 2. Agent Name and Address

|  |  |
| --- | --- |
| No agent? | ❑ |
| Agent name | applicant.agent.name.first  applicant.agent.name.last  applicant.agent.company.name |
| Address | applicant.agent.address.singleLine  applicant.agent.address.organisation  applicant.agent.address.sao  applicant.agent.address.buildingName  applicant.agent.address.pao  applicant.agent.address.street  applicant.agent.address.locality  applicant.agent.address.town  applicant.agent.address.postcode  applicant.agent.address.country |

## 3. Site Address Details

|  |  |
| --- | --- |
| Address same as site address? | 🗹 |
| If no, address | property.address.singleLine  property.address.line1  property.address.line2  property.address.organisation  property.address.sao  property.address.buildingName  property.address.pao  property.address.street  property.address.locality  property.address.town  property.address.postcode |

## 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. |  |
| Officer name | application.preApp.officer |
| Pre-app Reference | application.preApp.reference |
| Date | application.preApp.data ?? |
| Details of pre-application advice received? | application.preApp.summary |

## 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? | applicant.declaration.employee  applicant.declaration.employeeFamily  applicant.declaration.employeeFamily.name  applicant.declaration.employeeFamily.relationship  applicant.declaration.member  applicant.declaration.memberFamily  applicant.declaration.memberFamily.name  applicant.declaration.memberFamily.relationship |
| If Yes, please provide details of the name, role, and how you are related to them | applicant.declaration.employee  applicant.declaration.employeeFamily  applicant.declaration.employeeFamily.name  applicant.declaration.employeeFamily.relationship  applicant.declaration.member  applicant.declaration.memberFamily  applicant.declaration.memberFamily.name  applicant.declaration.memberFamily.relationship |

## 7. Grounds for Application

Information About the Exiting Use(s)

|  |  |
| --- | --- |
| Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter, or extend are lawful: | Not supplied |
| Please list the supporting documentary evidence (such as a planning permission) which accompanies this application: | files |
| If you consider the existing, or last use is within a 'Use Class', state which one: | Not supplied |

Information About the Proposed Use(s)

|  |  |
| --- | --- |
| If you consider the proposed use is within a ‘Use Class’, state which one: | Not supplied |
| Is the proposed operation or use Temporary or Permanent? | Temporary/Permanent |
| If temporary, please give details: | Not supplied |
| Please state why you consider that a Lawful Development Certificate should be granted for this proposal: | Not supplied |

## 8. Description of Proposal

Does the proposal consist of, or include:

|  |  |
| --- | --- |
| a. The carrying out of building or other operations? | Yes/No |
| If Yes to a, please give detailed description of all such operations (includes the need to describe any proposal to alter or create a new access, layout any new street, construct any associated hard-standings, means of enclosure or means of draining the land/buildings) and indicate on your plans (in the case of a proposed building the plan should indicate the precise siting and exact dimensions): | proposal.description |
| b. Change of use of the land or building(s)? | Yes/No |
| If Yes to b, please give a full description of the scale and nature of the proposed use, including the processes to be carried out, any machinery to be installed and the hours the proposed use will be carried out: | proposal.description |
| If Yes to b, please describe fully the existing or the last known use, with the date this use ceased: | Not supplied |
| If Yes to b, please describe fully the existing or the last known use, with the date this use ceased: | proposal.started |

## 9. 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 |  |  |

## 10. 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 | application.declaration |
| 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.

## 11. Applicant Contact Details

|  |  |
| --- | --- |
| Phone | applicant.phone.primary  applicant.phone.secondary |
| Email | applicant.email |

## 12. Agent Contact Details

|  |  |
| --- | --- |
| Phone | applicant.agent.phone.primary  applicant.agent.phone.secondary |
| Email | applicant.agent.email |

## 13. 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 |
|  |  |  |