scan

A/69/13/CLP

αβχδ VALIDATION CHECKLIST

APPLICATION FOR A LAWFUL DEVELOPMENT CERTIFICATE FOR A PROPOSED USE OR OPERATION OR ACTIVITY

Three copies of all documents unless stated otherwise or submitted electronically. Failure to complete all boxes will result in your application being returned as invalid.

	YES	N/A
Completed form	☑	
The appropriate fee. If N/A why?	☑	☐
Location plan	☑	
Such evidence verifying the information including in the application as can be provided (Statutory Declaration from person/persons with knowledge of the existing use/works carried out).	☑	
Such other information as is considered to be relevant to the application (bills, receipts, rent books).	☑	
Reasons, if any, for regarding the use, operations or other matter described in the application as lawful.	☑	
LOCAL REQUIREMENTS		
Existing and Proposed Floor plans	☑	☐
Existing and proposed Floor plans and elevations at 1:50/1:100 where certificate for lawful operations sought.	☑	☐
Site plan at 1:200 where certificate for lawful use of land sought	☑	☐
Planning Statement to include:		
In the case of an application for a certificate of lawfulness for a proposed use of buildings and other land (made under section 192 (1)(a) of the Town and Country Planning Act 1990: The name of any use class which is considered applicable to the use existing at the date of the application.	☑	
Where the application specifies two or more uses, operations or other matters the plan which accompanies the application shall indicate to which part of the land each use, operation or matter relates.	☑	
A statement setting out the applicant's interest in the land, the name and address of any other person known to the applicant known to have an interest in the land and whether any person has been notified of the application.	☑	