

Application for a Lawful Development Certificate for an Existing - Pack Q

NATIONAL REQUIREMENTS

Document	✓
Completed form (1 copy)	
A plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North (1 copy) edged clearly with a red line, and showing edged blue any other land owned by the applicant.	
Such evidence verifying the information included in the application, as can be provided, and other information as is considered to be relevant to the application	
The Correct Fee	

LOCAL REQUIREMENTS FOR VALIDATION

Document	Circumstances when document should be submitted	✓
Plans (1 copy) - existing floor plans and existing site survey plan (to scale)	To assist in understanding the proposal	
Existing elevations (to scale)	To assist in understanding the proposal	
Lawful Development Certificate supporting information (e.g. sworn affidavit(s) from people with personal knowledge of the existing use)	To assist in understanding the proposal	

For internal use only		
Registration	Checked by	Date
Checking Officer	Checked by	Date