

## Application for a Lawful Development Certificate for a proposed use or development

### NATIONAL REQUIREMENTS

- Completed form (4 copies to be supplied unless the application is submitted electronically)
- A plan identifying the land to which the application relates drawn to an identified scale and showing the direction of north (3 copies to be supplied unless the application is submitted electronically), preferably an O.S. extract at 1:1250 or 1:2500 showing two named roads. A larger scale plan may be needed in rural areas
- Such evidence verifying the information included in the application as can be provided
- Such other information as is considered to be relevant to the application
- The appropriate fee

### LOCAL REQUIREMENTS

may include some or all of the following:

- Plans (4 copies to be supplied unless the application is submitted electronically. All plans and drawings should include: paper size, key dimensions and scale bar indicating a minimum of 0-10 metres):
  - Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100)
  - Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100)
  - Site survey plan (e.g. at a scale of 1:50 or 1:100)
- Planning Statement
- Volume and floor area calculations original, existing and proposed