

# Application for a Lawful Development Certificate for an Existing Use or Operation or Activity Including Those in Breach of a Planning Condition

The following information is required to enable the application to be accepted and considered :

## National Requirements

- Completed form (3 copies plus original 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 plus original to be supplied unless the application is submitted electronically).
- 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

- *Plans* of the development (3 copies plus original 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 elevations (e.g. at a scale of 1:50 or 1:100);
  - Existing floor plans (e.g. at a scale of 1:50 or 1:100); and,
  - Existing site survey plan (e.g. at a scale of 1:50 or 1:100).
- *Lawful Development Certificate supporting information* (e.g. sworn affidavit(s) from people with personal knowledge of the existing use).
- *Photographs/Photomontages* (if relevant).
- *Planning Statement*.