

**Application for a Lawful Development Certificate  
for an existing use or operation or activity including those in breach of a  
planning condition**

**NATIONAL REQUIREMENTS**

- Completed form (2 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 (2 copies 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 may include some or all of the following:**

- Plans (3 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 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)
- 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
- Planning Statement/Business Case