

3. Site Details

Please provide the full postal address of the application site:

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Town:

County:

Postcode (optional):

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Eastings: Northings:

Description:

4. Pre-application Advice

Has pre-application advice been sought from the local authority about this application? ☒ Yes ☐ No

If Yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently).
Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name:

Reference:

Date DD/MM/YYYY: (must be pre-application submission)

Details of pre-application advice received?

PRE APP ADVICE WAS GIVEN ON PLANS FOR A 2 STOREY EXTENSION HOWEVER DUE TO COSTING WE HAVE CHANGED PLANS TO A SINGLE STOREY EXTENSION

5. Lawful Development Certificate - Interest in Land

Please state the applicant's interest in the land?

Owner: ☒ Yes ☐ No

Lessee: ☐ Yes ☒ No

Occupier: ☒ Yes ☐ No

If Yes to Lessee or Occupier please give details of the owner and state whether they have been informed in writing of this application:

Name	Address	Have they been informed in writing of the application
		☐ Yes ☐ No

If No to all the above, please give name and addresses of anyone you know who has an interest in the land:

Name	Address	Nature of interest in the land	Have they been informed of the application?	If they have not been informed of the application please explain why not
		☐ Yes ☐ No	☐ Yes ☐ No	
		☐ Yes ☐ No	☐ Yes ☐ No	
		☐ Yes ☐ No	☐ Yes ☐ No	
		☐ Yes ☐ No	☐ Yes ☐ No	

6. Authority Employee / Member

With respect to the Authority, I am:

a) a member of staff ☐ c) related to a member of staff ☐ d) related to an elected member ☐

b) an elected member ☐

If Yes, please provide details of the name, relationship and role

Do any of these statements apply to you? ☒ No ☐ Yes