



**Need to sign**

### Application for a Lawful Development Certificate for a Proposed use or development.

Town and Country Planning Act 1990: Section 192, as amended by section 10 of the Planning and Compensation act 1991.

01767  
01910

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

#### Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Welsh Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and other relevant items of primary and subordinate legislation.

Please be aware that once you have downloaded this form, Planning Portal and Welsh Government will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

#### Local Planning Authority details:



monmouthshire  
sir fynwy

Monmouthshire County Council  
County Hall, Rhadyr, Usk  
NP15 1GA

Tel/Ffôn: 01633 644880  
E-mail/E-bost: [planning@monmouthshire.gov.uk](mailto:planning@monmouthshire.gov.uk)  
Website/Gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)

Cyngor Sir Fynwy  
Neuadd y Sir, Rhadyr, Brynbuga  
NP15 1GA

#### Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

#### 1. Applicant Name and Address

Title:  First name:

Last name:

Company (optional):

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

#### 2. Agent Name and Address

Title:  First name:

Last name:

Company (optional):

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

### 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".

Easting:  Northing:

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?

### 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                       |
|      |         | <input type="checkbox"/>                               | <input type="checkbox"/> |

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                       |  |
| NONE |         |                                | <input type="checkbox"/>                    | <input type="checkbox"/> |  |
|      |         |                                | <input type="checkbox"/>                    | <input type="checkbox"/> |  |
|      |         |                                | <input type="checkbox"/>                    | <input type="checkbox"/> |  |
|      |         |                                | <input type="checkbox"/>                    | <input type="checkbox"/> |  |

### 6. Authority Employee / Member

With respect to the Authority, I am:

NOT AN AUTHORITY EMPLOYEE OR MEMBER.

## 7. Grounds For Application

### Information About The Existing Use(s)

Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter, or extend are lawful

This property is an existing Domestic Bungalow, With Normal Domestic use and rights.

The proposed extension to the property fall under the Criteria for permitted Development.

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application:

1.  
2.  
3.  
4.  
5.

If you consider the existing, or last use is within a 'Use Class' in the Town and Country Planning (Use Classes) Order 1987 (as amended), state which one:

a class "C" Domestic use.

### Information About The Proposed Use(s)

If you consider the proposed use is within a 'Use Class' in the Town and Country Planning (Use Classes) Order 1987 (as amended), state which one:

Not Clearly Listed!

Is the proposed operation or use:

Temporary

Permanent

If temporary please give details:

Please state why you consider that a Lawful Development Certificate should be granted for this proposal:

To Certify that the permitted Development works are lawful and correct.

## 8. Description Of Proposal

Does the proposal consist of, or include:

a) The carrying out of building or other operations?  Yes  No

If Yes to a, please give detailed description of all such operations (includes the need to describe any proposal to alter or create a new access, layout any new street, construct any associated hard-standings, means of enclosure or means of draining the land/buildings) and indicate on your plans (in the case of a proposed building the plan should indicate the precise siting and exact dimensions):

Extension to Side and Demolish existing "Sun Room" and Construct NEW LARGER Conservatory.

b) Change of use of the land or building(s)?  Yes  No

If Yes to b, please give a full description of the scale and nature of the proposed use, including the processes to be carried out, any machinery to be installed and the hours the proposed use will be carried out:

N/A. DOMESTIC

If Yes to b, please describe fully the existing or the last known use, with the date this use ceased:

N/A DOMESTIC



### 9. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted.

The burden of proof in a Lawful Development Certificate is firmly with the applicant and therefore sufficient and precise information should be provided.

The original and 3 copies of a completed dated application form:

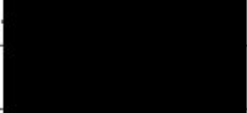
The original and 3 copies of such evidence verifying the information included in the application as you can provide:

The original and 3 copies of a plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North:

The correct fee:

### 10. Declaration

I/we hereby apply for planning permission as described in this form and the accompanying plans/drawings and additional information. I confirm that, to the best of my knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the persons giving them.

Signed - Applicant 

Or signed - Agent

Date (DD/MM/YYYY):  (date cannot be pre-application submission)


**WARNING:**  
The amended section 194 of the 1990 Act provides that it is an offence to furnish false or misleading information or to withhold material information with intent to deceive. Section 193(7) enables the authority to revoke, at any time, a certificate they may have been issued as a result of such false or misleading information.

### 11. Applicant Contact Details

Telephone numbers

Country code:  National number:  Extension number:

Country code:  Mobile number (optional):



### 12. Agent Contact Details

Telephone numbers

Country code:  National number:  Extension number:

Country code:  Mobile number (optional):

Email address (optional):

### 13. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?  Yes  No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)  Agent  Applicant  Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:  Telephone number:

Email address:

Site/Bungalow is unoccupied and can be Accessed for a Site visit without Notice to anyone!

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Or signed - Agent

Date (DD/MM/YYYY):

12 / 1 / 2024 (date cannot be pre-application submission)

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### 11. Applicant Contact Details

Telephone numbers

|                      |                           |                      |
|----------------------|---------------------------|----------------------|
| Country code:        | National number:          | Extension number:    |
| <input type="text"/> | <input type="text"/>      | <input type="text"/> |
| Country code:        | Mobile number (optional): |                      |
| <input type="text"/> | <input type="text"/>      |                      |

Email address (optional):

### 12. Agent Contact Details

Telephone numbers

|                      |                           |                      |
|----------------------|---------------------------|----------------------|
| Country code:        | National number:          | Extension number:    |
| <input type="text"/> | <input type="text"/>      | <input type="text"/> |
| Country code:        | Mobile number (optional): |                      |
| <input type="text"/> | <input type="text"/>      |                      |

Email address (optional):

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Can the site be seen from a public road, public footpath, bridleway or other public land?  Yes  No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)  Agent  Applicant  Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address:

Site is unoccupied, can be entered from road unattended.