

Application for **Certificate of Lawfulness for a proposed use or development**



West Lothian
Council

Town & Country Planning (Scotland) Act 1997 as amended

Planning Services Development Management

1 Applicant's details

Name	<input type="text"/>
Address	<input type="text"/>
Postcode	<input type="text"/>
Telephone	<input type="text"/>
Email	<input type="text"/>

2 Agent's details (if applicable)

Name	<input type="text"/>
Address	<input type="text"/>
Postcode	<input type="text"/>
Telephone	<input type="text"/>
Email	<input type="text"/>

3 Address or location of proposed development (please include postcode)

Address	<input type="text"/>
Postcode	<input type="text"/>

Please also enclose an accurate 1:2500 or 1:1250 scale Ordnance Survey plan which identifies with a red line the land to which the application relates. It must also show with a blue line other land in control of the applicant. All detailed plans must be fully dimensioned.

4a Nature of the applicant's interest in the land

Owner Tenant

Other - please specify

4b If you do not have an interest:

Please give name and address of anyone you know who has an interest in the land

Name

Address

Postcode

State the nature of interest if known

State whether they have been informed of the application Yes No

5 Has the proposal been started?

Yes No

6 If the proposal consists of, or includes, carrying out building or other operations give a detailed description of all* such operations and attach such plans as are necessary to show their precise nature. (In the case of a proposed building the plans should indicate the precise siting and exact dimensions).

** includes the need to describe any proposal to alter or create a new access, layout any new street, construct any associated hardstandings, means of enclosure or means of draining the land / buildings.*

7 If the proposal relates to a change of use of the land or building(s):

a) Give a full description of the scale and nature of the proposed use, including the processes to be carried on, any machinery to be installed, the hours of the proposed use, the number of employees and the expected number of visitors or clients.

b) Fully describe the existing use or the last known use, with the date when this use ceased.

8 Please state why you consider that a certificate should be granted for this proposal

If necessary, continue on a separate sheet.

9 Is the proposed operation or use permanent or temporary?

Permanent Temporary

If temporary, give details.

10 Declaration

Please tick the box if the applicant is an Elected Member, or an officer involved in the planning process, of West Lothian Council, or is a partner/close friend/relative of either

Signed

Date

On behalf of

(if signed by an agent)

Customers with special requirements

Information is available in **Braille, tape, large print** and **community languages**. Please contact the **interpretation and translation** service on **01506 280000**

Text phones offer the opportunity for people with a hearing impairment to access the council. The text phone number is **18001 01506 464427**. A loop system is also available in all offices.

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