



HILLINGDON  
LONDON

London Borough of Hillingdon, Planning & Community Services, 3N Civic Centre, High Street, Uxbridge, Middlesex UB8 1UW  
Tel: 01895 250550/250739. Web: [www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)

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.

Town and Country Planning (General Development Procedure) Order 1995

### Publication of planning applications on council websites

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the council's website, please contact the council's planning department.

Please complete using block capitals and black ink.

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

#### 1. Applicant Name and Address

Title:	MS	First name:	EMMA
Last name:	WATTS		
Company (optional):			
Unit:		House number:	33
		House suffix:	
House name:			
Address 1:	RESERVOIR ROAD		
Address 2:			
Address 3:			
Town:	RUISLIP		
County:	MIDDLESEX		
Country:			
Postcode:	HA4 7TJ		

#### 2. Agent Name and Address

Title:	MR	First name:	JOHN
Last name:	PRIDEAUX		
Company (optional):			
Unit:		House number:	22
		House suffix:	
House name:			
Address 1:	MELVILL LANE		
Address 2:			
Address 3:			
Town:	EASTBOURNE		
County:	EAST SUSSEX		
Country:			
Postcode:	BN20 9ET		

### 3. Site Address Details

Please provide the full postal address of the application site.

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference.  
(must be completed if postcode is not known):

Easting:  Northing:

Description:

### 4. Pre-application Advice

Has assistance or prior 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="text"/>	<input type="text"/>	<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	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

### 6. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? ☐ Yes ☒ No

If Yes, please provide details:

## 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

COMPLIES WITH RULES OF CDO  
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:

### 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:

CLASS 3

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:

PD AS:-

- 1) LESS THAN  $\frac{1}{2}$  WIDTH OF PROPERTY
- 2) UNDER 3M HIGH AT EAVES
- 3) MATERIALS TO MATCH EXISTING

## 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):

SINGLE-STOREY SIDE EXTENSION

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:

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

Has the proposal been started?

☐

Yes

☒ No

## 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.

3 copies of a completed and dated application form: ☐

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

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 a Lawful Development Certificate as described in this form and the accompanying plans/drawings and additional information.

Signed - Applicant

Or signed - Agent

Date (DD/MM/YYYY):

15/11/2023

(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 Council 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):

Country code:  Fax number (optional):

Email address (optional):

## 12. Agent Contact Details

Telephone numbers

Country code:  Extension number:

Country code:  Mobile number (optional):

Country code:  Fax 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:  EMMA

Telephone number:

Email address:

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## i. Declaration

/we confirm that the details given are correct.

Name:

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

15/11/2023

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 15(1) SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

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For local authority use only

App. No