



REDCAR AND CLEVELAND BOROUGH COUNCIL

VALIDATION CHECKLIST:

APPLICATION FOR LAWFUL DEVELOPMENT CERTIFICATE
FOR AN EXISTING USE, PROPOSED USE OR OPERATION
OR ACTIVITY IN BREACH OF A PLANNING CONDITION

National Requirements

*Please note: whilst the 1APP form states 3 copies of the form and plans are required, Redcar and Cleveland Borough Council are requesting **just one copy** of each document.*

Application form completed and signed

The appropriate planning fee (see separate fee sheet)

Location plan

All applications must include a location plan based on an up-to-date map at an identified standard metric scale of 1:1250 or 1:2500 and wherever possible, the plan should be scaled to fit onto A4 or A3 size paper. Plans should identify sufficient roads and/or buildings on land adjoining the application site to ensure that the exact location of the application site is clear.

The application site should be edged clearly and accurately with a red line which should include all land necessary to carry out the proposed development (including land required for access to the site from a public highway, landscaping, car parking and open areas around buildings). A blue line should be drawn around any other land owned by the applicant, close to or adjoining the application site.

Relevant documentation

Documentation/evidence to verify the information included in the application or other such information as is considered to be relevant to the application.

Accompanying Statement

This will set out the applicant's interest in the land, the name and address of any other person known to the applicant to have an interest in the land and whether any such other person has been notified of the application.

Local Requirements

Please ensure you also check the Redcar and Cleveland local list for additional information that may be required with your application.

The local list can be found on the Redcar and Cleveland website; in the section: Planning Permission/Making an Application; or on the following link:

<http://www.redcar-cleveland.gov.uk/MakingAnApplication>