

Head of Regeneration and Planning
Municipal Buildings
Clyde Square
Greenock PA15 1LY

Application Number.....
Date Received.....
Fee Paid & Receipt No.....

Regeneration and Planning



Town and Country Planning (Scotland) Act 1997 Section 151
The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013

APPLICATION FOR A CERTIFICATE OF LAWFULNESS
FOR A PROPOSED USE OR DEVELOPMENT

1. **APPLICANT** (IN BLOCK CAPITALS)
NAME
ADDRESS
POSTCODE TELEPHONE No.

2. **AGENT (if any)** (IN BLOCK CAPITALS)
NAME
ADDRESS
POSTCODE TELEPHONE No.

3. a) Nature of applicant's interest in the land/building..... e.g *owner, *lessee, *occupier
b) If you do not have an interest in the land/building give the following:-
Name(s) and address(es) of any interested parties.....
State the nature of their interest (if known)
State whether they have been informed about this application *YES/NO

4. Address or exact location of the land/building to which this application relates:-
Describe here and enclose 2 No. copies of an Ordnance Survey based plan showing the boundary of the land/building edged in red. (refer to page over for information on Ordnance Survey map purchase)

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 or drawings as are necessary to show their precise nature. (In the case of a proposed building the plans should indicate its precise siting and exact dimensions).

* Include the need to describe any proposal to alter or create a new access, lay out 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):
- (1) 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, and the hours the proposed use will be carried on.
 - (2) Fully describe the existing use or the last known use, with the date when this use ceased.
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8. Briefly explain why you consider the existing, or last, use of the land lawful, or why you consider that any existing buildings which it is proposed to alter or extend are lawful. (You can use section 12 of this application to state your case more fully). Specify the supporting documentary evidence (such as planning permission) which accompanies this application.
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9. If you consider the existing, or last use, is within a 'use class', in the Town and Country Planning (Use Classes) (Scotland) Order 1997, state which one.....
10. If you consider the proposed use is within a 'use class', in the Town and Country Planning (Use Classes) (Scotland) Order 1997, state which one.....
11. Is the proposed operation or use temporary or permanent? If temporary, give details.
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12. State why you consider that a Certificate should be granted for this proposal. (Continue on a separate sheet if necessary).
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I / We hereby apply for a lawful use or development certificate under section 151 of the 1997 Act in respect of the proposed use, operations or activity described in this application and the documents, drawings and plans which may accompany it.

Signed: **Dated:**

On Behalf of:
(Insert name of applicant if signed by Agent)

Data Protection: Inverclyde Council is obliged to comply with current Data Protection Laws and will use this information for the purpose of The Town and Country Planning (Scotland) Act 1997 and related purposes, legislation and regulation.

Further information can be found at www.inverclyde.gov.uk/privacy

WARNING

Section 153 of the 1997 Act as amended provides that it is an offence to furnish false or misleading information or to withhold material information with intent to deceive. A person guilty of an offence under section 153 is liable on summary conviction to a fine not exceeding £5,000 and on conviction on indictment to imprisonment for a term not exceeding 2 years or a fine, or both. Section 152 enables the Council to revoke, at any time, a certificate they may have issued as a result of such false or misleading information.

Notes on the Supply of Ordnance Survey Maps



Ordnance survey maps are no longer available from Inverclyde Council. They can be obtained from Ordnance Survey agents who can be sourced from Yellow Pages, Thomsons Directory or the internet.