

Amending your application for a Certificate of Lawful Development

There may be instances where a certificate cannot be granted based on the application as submitted, but only minor issues need to be resolved to enable the officer to recommend that the Certificate be granted. These may include:

- Amendment to land or building(s) edged in red
- Amendment to description of application
- Clarification of any ambiguity or confusion over factual evidence submitted
- Additional evidence to support previously submitted statements

Please note that this list is not exhaustive, and whether additional evidence can be submitted to support the application will be a matter for consideration by the Case Officer.

Amendments to, or provision of additional evidence for current applications will **not** normally be accepted where this would delay the decision of the application beyond Government targets and would require a further re-consultation to avoid prejudice to consultees and neighbours.

The applicant will be given a period of 14 days to provide the additional information and will be expected to agree to an Extension of Time for the determination of the application if the decision will go beyond the statutory 8 week period. Only one opportunity to supply additional information/evidence will be provided during the determination of an application.

If the additional evidence is not received within the specified period, or an Extension of Time is not agreed, the application will be determined on the basis of the evidence submitted with the application.

A local planning authority may choose to issue a lawful development certificate for a different description from that applied for, as an alternative to refusing a certificate altogether, or to reduce the extent of the land which the application relates to. In such circumstances the case officer will advise the applicant or agent prior to issuing the certificate but will not agree to the application being deferred so that the applicant can seek legal/Counsel advice.