Planning Services, Adur & Worthing Councils

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Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk

Application for a Lawful Development Certificate for a Proposed Use or Development

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number: 6

Suffix:

Property Name:

Address Line 1: Brisbane Close

Address Line 2: Northbrook

Address Line 3: West Sussex

Town/city: Worthing

Postcode: BN13 3HJ

Description of site location must be completed if postcode is not known:

Easting (x): 511051

Northing (y): 104943

Description:

Applicant Details

Name/Company

Title

Ms

First name

cally

Surname

Laundon

Company Name

Address

Address line 1

6 Brisbane Close

Address line 2

Address line 3

Town/City

Worthinh

County

Country

United Kingdom

Postcode

BN133HJ

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

- [x] Yes
- [ ] No

If Yes, 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)

Removal of existing garage door and replacing with a new window and new brickwork and fittings below the new window.

Insulation of roof and walls

Insulation of floor

New damp proof membranes

Creating a internal new fire door /entrance from house to garage/new area

Does the proposal consist of, or include, a change of use of the land or building(s)?

- [x] Yes
- [ ] No

If Yes, 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

Converting an existing garage to a habitant working area, a sensory room for an autistic child.

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

A garage

Has the proposal been started?

- [ ] Yes
- [x] No

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

The are existing and built when property was build and formed.

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application

Plans drawn by architect for the proposed new area

Select the use class that relates to the existing or last use.

Other

Other (please specify)

Garage

Information about the proposed use(s)

Select the use class that relates to the proposed use.

Change of use

Is the proposed operation or use

- [x] Permanent
- [ ] Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

We are within the guidelines of the permitted development scheme and we are only changing the use of the existing garage.
We are not building onto the property and adding to the cubic meterage of the property

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [x] Yes
- [ ] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [x] 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):

Officer name:

Title

***** REDACTED ******

First Name

***** REDACTED ******

Surname

***** REDACTED ******

Reference

None

Date (must be pre-application submission)

30/10/2024

Details of the pre-application advice received

Ms Laundon

Thank you for your enquiry.

I have looked into the history for your property and can see no restriction in relation to changing the garage to a habitable room for ancillary use. Therefore Planning Permission is not required, providing the new external window is not a Bay window and the external material match those of the existing dwelling.

It is my informal opinion that a planning application would not be required for the the works you propose.

If you wish to have a formal opinion, you can apply for a Certificate of Lawfulness application via The Planning Portal.

The above comments are made at officer level only and are made without prejudice to any future decision by the Council.

Regards

Dawn Anthony-Unsted
Technician

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes
⊘ No

Interest in the Land

Please state the applicant's interest in the land

- [x] Owner
- [ ] Lessee
- [ ] Occupier
- [ ] Other

Declaration

I/We hereby apply for Lawful development: Proposed use as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

- [x] I / We agree to the outlined declaration

Signed

cally Laundon

Date

31/10/2024