

# Planning Services, Adur & Worthing Councils

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websites : [www.adur.gov.uk](http://www.adur.gov.uk) or [www.worthing.gov.uk](http://www.worthing.gov.uk)  
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## 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	<input type="text" value="5"/>
Suffix	<input type="text" value="A"/>
Property Name	<input type="text"/>
Address Line 1	<input type="text" value="Bath Place"/>
Address Line 2	<input type="text" value="Worthing Central"/>
Address Line 3	<input type="text" value="West Sussex"/>
Town/city	<input type="text" value="Worthing"/>
Postcode	<input type="text" value="BN11 3BA"/>

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

Easting (x)	Northings (y)
<input type="text" value="514897"/>	<input type="text" value="102424"/>
Description	<input type="text"/>

## Applicant Details

### Name/Company

Title

Mrs

First name

Cat

Surname

Narvaez Jimenez

Company Name

### Address

Address line 1

78 Ardingly Drive

Address line 2

Goring-by-sea

Address line 3

Town/City

Worthing

County

Country

United Kingdom

Postcode

BN12 4TP

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

# 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?

- ☐ Yes
- ☒ No

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

- ☒ 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

Application for a Lawful Development Certificate for a Proposed Class L change of use from dwellinghouse C3 to house of multiple occupation C4

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

4 bed flat

Has the proposal been started?

- ☐ Yes
- ☒ 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

Existing 4 bed flat on first, second and third floor  
The existing building is listed. All previous work to change the use to residential was undertaken under an existing listed building application.  
No additional work will be required to the listed building.  
Proposed Class L change of use from dwellinghouse C3 to house of multiple occupation C4 - for up to 6 people

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

n/a

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

C3 - Dwellinghouses

### Information about the proposed use(s)

Select the use class that relates to the proposed use.

C4 - Houses in multiple occupation

Is the proposed operation or use

- ☒ Permanent  
☐ Temporary

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

Permitted Development - Proposed Class L change of use from dwellinghouse C3 to house of multiple occupation C4  
No work will be undertaken to the listed building

## 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?

- ☐ The agent  
☒ The applicant  
☐ Other person

## Pre-application Advice

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

- ☐ Yes  
☒ No

## 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

☒ 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.

☒ I / We agree to the outlined declaration

Signed

Carl Moore

Date

23/10/2024