

Planning Services, Adur & Worthing Councils

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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	5
Suffix	
Property Name	
Address Line 1	Edburton Gardens
Address Line 2	
Address Line 3	West Sussex
Town/city	Shoreham-by-sea
Postcode	BN43 5GR

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

Easting (x)	Northing (y)
521770	106334

Description

Applicant Details

Name/Company

Title

Miss

First name

Katy

Surname

Hodgson

Company Name

Willow Architects

Address

Address line 1

5 Edburton Gardens

Address line 2

Shoreham by Sea

Address line 3

Town/City

Shoreham-by-sea

County

West Sussex

Country

United Kingdom

Postcode

BN43 5GR

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant 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

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)

Application for Certificate of lawfulness for proposed single-storey rear extension.

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

- ☐ Yes
- ☒ No

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

Single-storey rear extension to detached dwelling.
Extension to extend no more than 1.1m from the rear wall of the original dwelling measured externally.
Maximum height of extension to be no more than 3.3m when measured externally from the natural ground level, and the eaves no more than 3.00m when measured externally from the natural ground level. All proposed materials in keeping with the existing dwelling. Please refer to the proposed plans/elevations provided for further detail.

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

Please reference drawings provided.

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.

C3 - Dwellinghouses

Is the proposed operation or use

- ☒ Permanent
☐ Temporary

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

The proposed rear single-storey extension aligns with the technical guidance outlined in 'Permitted Development Rights for Householders' under Class A requirements relating to 'enlargement, improvement or alteration' of a house.

Please see below for the Permitted Development Interpretation (Class A):

A.1 (b) The extension would cover a total of 4.7sqm of ground, not exceeding 50% of the 307sqm (approx.) curtilage.

A.1 (c) No part of the extension would exceed the height of the highest part of the roof of the existing house.

A.1 (d) The 3.0m height of the eaves of the extension do not exceed the height of the eaves of the existing dwellinghouse.

A.1 (e i/ii) The extension does not extend beyond a wall that forms the principal elevation nor fronts a highway and forms a side elevation of the original dwellinghouse.

A.1 (g i/ii) Not on article 2(3) land nor on a site of special scientific interest, the extension is single-storey and does not extend by more than 8m from rear wall of the detached dwellinghouse and does not exceed 4m in height. As the proposed extension is less than 4m from the rear wall, it is not subject to a neighbour consultation scheme.

A.1 (i) The extension is within 2m of the boundary of the curtilage of the dwellinghouse and the height of the eaves, as measured in accordance with guidance in paragraph (d) above, will not exceed 3m.

A.1 (k i/ii/iii/iv) Enlargement does not consist of the construction or provision of a verandah, balcony or raised platform, the installation, alteration or replacement of a microwave antenna, the installation, alteration or replacement of a chimney, flue or soil and vent pipe, or an alteration to any part of the roof of the dwellinghouse.

A.3 (a) the materials used in any exterior work (other than materials used in the construction of a conservatory) shall be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse. Refer to proposed elevations for details.

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

Willow Architects

Date

16/02/2026