

Planning Statement – Garage Conversion and Installation of Rear Window

Site Address: *5 Mayhouse Road, Burgess Hill, RH15 9RF*

Applicant: *Mr R Hurt*

Proposal: Conversion of existing integral garage to habitable room with installation of a rear-facing window.

1. Introduction

This Planning Statement has been prepared in support of an application for a **Lawful Development Certificate (LDC)** for the proposed conversion of the existing garage into habitable accommodation, together with the installation of a new window on the **rear elevation** of the property.

The intention is to convert the internal space only, retaining the existing garage door on the front elevation so that the external appearance facing the street remains unchanged.

2. Description of Development

The proposed works include:

- Internal conversion of the existing garage to create additional living space.
- Retention of the existing garage door on the front elevation with no changes to the street-facing façade.
- Installation of a **modest rear window** to serve the converted room.
- No increase in the footprint, height, or massing of the property.
- No external alterations other than the rear window.

3. Permitted Development Rights

The proposal meets the criteria for **Permitted Development (PD)** under **Class A, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)**, for the following reasons:

3.1 Internal Conversion

- The conversion of internal space **does not constitute development** requiring planning permission under Section 55 of the Town and Country Planning Act 1990.

- Keeping the front garage door in place ensures **no alteration to the principal elevation** that faces the highway.

3.2 Rear Window

The installation of a rear window is permitted development because:

- It is an alteration to a **rear elevation**, not fronting a highway.
- It does **not project more than 150mm** beyond the plane of the existing wall.
- The property is **not in a conservation area**, nor is it a listed building.
- The works do not fall foul of any PD restrictions under Class A.

3.3 PD Rights

To the best of our knowledge, permitted development rights **have not been removed** by condition or Article 4 Direction for this property (this will be confirmed through the LDC process).

4. Compliance With Relevant Criteria

The proposal complies with Class A because:

- No extension beyond original walls is proposed.
- No materials are proposed that differ from the existing external appearance (the rear window will match existing fenestration).
- The front façade remains unchanged.
- The works do not exceed height, footprint, or coverage limits defined in the GPDO.

5. Building Regulations

Although not part of this planning submission, the applicant acknowledges that the works will be carried out in accordance with **Building Regulations**, including:

- Thermal insulation
- Fire safety
- Structural integrity
- Ventilation
- Damp proofing

A Building Control Notice will be submitted separately.

6. Conclusion

The proposed garage conversion with the addition of a rear window constitutes **lawful development** under the provisions of the GPDO. The works do not materially change the external appearance of the principal elevation and meet all requirements of Class A permitted development.

For these reasons, it is considered appropriate that a **Lawful Development Certificate (LDC)** be granted for the proposal.