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For Official use

App No:

Date Rec:

Fee:



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

17

Suffix

Property Name

Address Line 1

Appledore Gardens

Address Line 2

Address Line 3

West Sussex

Town/city

Lindfield

Postcode

RH16 2ES

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

Easting (x)

534189

Northing (y)

124763

Description

Applicant Details

Name/Company

Title

Mr

First name

Jonathan

Surname

Wright

Company Name

Address

Address line 1

17 Appledore Gardens

Address line 2

Lindfield

Address line 3

Town/City

Haywards Heath

County

Country

United Kingdom

Postcode

RH16 2ES

Are you an agent acting on behalf of the applicant?

- ☐ Yes
☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

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)

The proposal consists of the construction of a freestanding, single-storey garden outbuilding for incidental residential use (home office and gym). The building is of L-shaped design and will be constructed from timber frame on ground screw foundations.

The structure will:

Be detached from the main house

Have an internal floor area of approx. 14.85 sqm

Be no more than 2.45m in height (to comply with Class E permitted development)

Include a 900mm wide glazed entrance door, two windows, and a flat EPDM roof

Be clad in vertical Canadian Western Red Cedar (garden-facing sides) and anthracite-finished galvanised steel cladding (boundary-facing sides)

The building will sit on professionally installed load-tested ground screws, not traditional concrete footings.

Associated operations include:

Minor groundwork to adjust the existing raised patio area to accommodate the structure

Local re-laying of paving where disturbed

Installation of a 600mm-deep composite deck along the front (entrance) elevation, with a projecting roof overhang and integrated LED lighting

Guttering connected to a water butt for roof run-off

Conduit for power and data, connecting the outbuilding to the main house

The building will not create a new access, street, or means of enclosure.

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

The land where the proposed garden outbuilding will be located forms part of the private residential garden of 17 Appledore Gardens, Lindfield, West Sussex RH16 2ES.

The land is in lawful use as domestic garden and is part of the curtilage of the dwellinghouse.

There are no known planning conditions, restrictions, or enforcement notices affecting the use of the land.

The site is neither designated as Green Belt nor subject to Article 4 Directions or restrictive designations that would remove permitted development rights.

Therefore, the proposed development would be sited on lawfully used residential land, and no change of use is required.

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

Catherine Cardin BA (Hons) Msc Town Planning Planning Officer Development Management Emailed me on Tuesday 10th June at 10.02 to state "In my informal opinion, based on the information provided, the proposed outbuilding would appear to comply with the criteria for class E and would therefore not require planning permission."

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?

A Lawful Development Certificate should be granted because the proposed garden outbuilding complies fully with the conditions and limitations set out in Class E, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

Specifically:

The outbuilding will be sited within the residential curtilage of the property (17 Appledore Gardens).

It will be used for purposes incidental to the enjoyment of the dwellinghouse — as a home office and gym.

The proposed structure will be detached from the main house and will not be used for sleeping accommodation.

The maximum height will be 2.45 metres, which is within the 2.5m limit for a building within 2m of a boundary.

The outbuilding will not exceed 50% of the total area of the garden.

No part of the structure will extend beyond the principal elevation of the house.

The property retains its permitted development rights, and there are no known Article 4 Directions or other restrictions.

Therefore, the proposal qualifies as permitted development, and a Certificate of Lawful Development (Proposed) should be issued.

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

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

First Name

Surname

DM/25/1187

Date (must be pre-application submission)

10/06/2025

Details of the pre-application advice received

In my informal opinion, based on the information provided, the proposed outbuilding would appear to comply with the criteria for class E and would therefore not require planning permission.

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

Jonathan Wright

Date

23/06/2025