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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

6

Suffix

Property Name

Address Line 1

Chichester Way

Address Line 2

Address Line 3

West Sussex

Town/city

Burgess Hill

Postcode

RH15 0RH

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

Easting (x)

532377

Northing (y)

120429

Description

Applicant Details

Name/Company

Title

MR

First name

Malcolm

Surname

Setford

Company Name

Address

Address line 1

6 Chichester Way

Address line 2

Address line 3

Town/City

Burgess Hill

County

West Sussex

Country

Postcode

RH15 0RH

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)

A rear extension of 3m depth to the rear of the semi-detached property. Demolition of existing garage in the garden.

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

Preapplication advice obtained under reference DM/25/1594 recording that the officer agreed the scheme would be considered Permitted Development. Furthermore all aspects of the proposal comply with the requirements for a rear extension of a semi-detached property under permitted development.

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

Please refer to DM/25/1594 preapplication advice.

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?

All aspects of the proposal comply with the requirements for a rear extension of a semi-detached property under permitted development. The measurements of the extension comply with the host dwelling type and all materials will be inkeeping / matching of the host dwelling.

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

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

"Dear Sophie,

I am writing to you in response to your pre-application enquiry, which seeks advice for the following:

A rear extension of 3m depth to the rear of the semi-detached property.

Demolition of existing garage in the garden

From looking at the planning history of the property, permitted development rights appear to be intact.

Legislation set out in Class A, Part 1 of Schedule 2 on The Town and Country Planning (General Permitted Development) (England) Order 2015 allows 'the enlargement, improvement or other alteration of a dwellinghouse' subject to various limitations. Based on the plans submitted, so long as the extension would not exceed 3m in depth or 4m in height, and the eaves would not exceed 3m in height, then I am of the opinion that planning permission would not be required. The materials used for the extension must be of a similar appearance to the exterior of the existing dwelling.

The Town and Country Planning (Demolition - Description of Buildings) Direction 2021 sets out the types of building for which demolition shall not be taken to involve "development". It states that "the demolition of the following descriptions of building shall not be taken, for the purposes of the Town and Country Planning Act 1990, to involve development of land: (a) any building the cubic content of which, measured externally, does not exceed 50 cubic metres; (b) the whole or any part of any gate, fence, wall or other means of enclosure." Therefore, provided that the garage outbuilding is less than 50 cubic metres, planning permission is not required. Should the outbuilding be greater than this size, then an application must be made to MSDC for a determination as to whether Prior Approval of the authority will be required. The application form and guidance for this can be found on the MSDC website via the following link: [Apply for Planning Permission - Mid Sussex District Council](#)

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

Sophie Peters

Date

08/07/2026