



Arun District Council
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Tel: 01903 737756
www.arun.gov.uk

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

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x)	Northing (y)
495008	106656

Description

Applicant Details

Name/Company

Title

Miss

First name

Alex

Surname

Price

Company Name

Address

Address line 1

5 Tattersalls Road

Address line 2

Address line 3

Town/City

Fontwell

County

Country

GB

Postcode

BN18 0ZA

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant 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)

This statement is submitted in support of an application for a Certificate of Lawfulness for a proposed outbuilding within the rear curtilage of the property. The applicant seeks confirmation that the proposed garden room constitutes "Permitted Development" under Class E of Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

The proposed structure consists of a single-storey, dual-purpose garden building comprising a games/play room and an integrated garden storage room. The proposal strictly adheres to all statutory dimensions, position criteria, and usage limits specified under Class E.

The subject property is a semi-detached dwellinghouse. The property retains its full Permitted Development rights for class E. It is not a flat or maisonette, it is not a Listed Building, and it is not situated on Article 2(3) designated land (such as a Conservation Area or AONB).

The property benefits from a rear garden measuring approximately 12m in length by 8.3m in width. An existing patio extends 3m from the rear of the house across the full width, leaving a remaining lawned garden area of approximately 74.7 square metres.

The structure features a total width of 6.5m and a depth of 4m. Internally, it is partitioned into two distinct zones: a primary games room accessed via front-facing bifold doors, and an independent storage room for household tools, accessed via its own dedicated external door. The building will be finished in high-quality external cedar cladding, featuring a contemporary flat roof finished in EPDM rubber. The roof overhang will incorporate low-voltage, down-facing exterior spotlights, which will be angled downward to prevent any light spillage into neighbouring properties.

The proposed outbuilding meets all the criteria set out in Class E, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). The height is strictly limited to 2.5m, the footprint sits comfortably within the 50% garden limit, and the intended uses are entirely incidental to the main dwellinghouse. Accordingly, the local planning authority is respectfully requested to issue a Lawful Development Certificate for the proposed works.

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 existing use of the land is lawful as it forms part of the residential curtilage of an established dwellinghouse and is currently used as a private rear garden ancillary to the main residence. The application site comprises domestic garden land associated with the semi-detached dwelling and there is no known planning restriction affecting its lawful residential use.

The proposed outbuilding is to be constructed within the rear garden of the property and is intended for uses that are incidental to the enjoyment of the dwellinghouse, namely a games/play room and a garden storage room. The property retains its permitted development rights under class E and is not a listed building, flat, maisonette, or located within Article 2(3) designated land.

The proposed building complies with the requirements of Class E, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), including the applicable limitations relating to height, position, footprint, and use. Accordingly, the proposed development is considered lawful and benefits from permitted development rights under class E, and a Certificate of Lawfulness is sought to formally confirm this position.

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

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.

Please select...

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 outbuilding satisfies all of the requirements of Class E, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

The proposal comprises a single-storey garden room and storage building located within the rear curtilage of an established dwellinghouse. The development is for purposes incidental to the enjoyment of the dwellinghouse, namely a games/play room and garden storage. The property retains its permitted development rights under class E, is not a listed building, and is not located within Article 2(3) designated land.

The proposed structure complies with all relevant Class E limitations and conditions. In particular, the building has a maximum height of 2.5 metres, is located within the rear garden, and does not result in outbuildings covering more than 50% of the curtilage surrounding the original dwellinghouse. The proposed use remains ancillary and incidental to the residential use of the property.

As the proposal falls within the scope of permitted development rights granted by the GPDO and does not require express planning permission, it is considered lawful. The applicant therefore respectfully requests that the Local Planning Authority issue a Lawful Development Certificate confirming the lawfulness of the proposed development.

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

Alex Price

Date

21/07/2026