

Application for a Lawful Development Certificate for a Proposed use or development.  
Town and Country Planning Act 1990: Section 192, as amended by section 10 of the Planning and  
Compensation act 1991.  
Town and Country Planning (Development Management Procedure) (England) Order 2015

**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.

**1. Site Address**

|                                                                          |              |
|--------------------------------------------------------------------------|--------------|
| Number                                                                   | 140          |
| Suffix                                                                   |              |
| Property name                                                            |              |
| Address line 1                                                           | London Road  |
| Address line 2                                                           |              |
| Address line 3                                                           |              |
| Town/city                                                                | Bognor Regis |
| Postcode                                                                 | PO21 1BD     |
| Description of site location must be completed if postcode is not known: |              |
| Easting (x)                                                              | 493635       |
| Northing (y)                                                             | 99575        |
| Description                                                              |              |

**2. Applicant Details**

|                |                  |
|----------------|------------------|
| Title          |                  |
| First name     | Alexandra        |
| Surname        | Baxter           |
| Company name   |                  |
| Address line 1 | 140, London Road |
| Address line 2 |                  |
| Address line 3 |                  |
| Town/city      | Bognor Regis     |

2. Applicant Details

|                                                               |          |
|---------------------------------------------------------------|----------|
| Country                                                       |          |
| Postcode                                                      | PO21 1BD |
| Are you an agent acting on behalf of the applicant?           |          |
| <input checked="" type="radio"/> Yes <input type="radio"/> No |          |
| Primary number                                                |          |
| Secondary number                                              |          |
| Fax number                                                    |          |
| Email address                                                 |          |

3. Agent Details

|                  |                 |
|------------------|-----------------|
| Title            | Mr              |
| First name       | Richard         |
| Surname          | Stefanski       |
| Company name     | JJR Designs     |
| Address line 1   | Suite 6a        |
| Address line 2   | Church House    |
| Address line 3   | 94 Felpham Road |
| Town/city        | Felpham         |
| Country          |                 |
| Postcode         | PO22 7PG        |
| Primary number   |                 |
| Secondary number |                 |
| Fax number       |                 |
| Email            |                 |

4. 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)

Loft Conversion.  
Additional dormer on West (rear) facing elevation.  
Velux windows on North (side) and East (front) elevations.

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

## 5. 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 proposed development fall within the planning technical guidance set out within the planning portal.

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

Evidence to verify application for certificate of lawful development;  
Planning statement;  
Location plan;  
Block plan;  
Existing plans and elevations;  
Proposed plans and elevations.

Select the use class that relates to the existing or last use. Please note that following changes to Use Classes on 1 September 2020, the list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. See help for more details on Use Classes.

C3 - Dwellinghouses

### Information about the proposed use(s)

Select the use class that relates to the proposed use. Please note that following changes to Use Classes on 1 September 2020, the list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. See help for more details on Use Classes.

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 development fall within the planning technical guidance set out within the planning portal.

## 6. 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

## 7. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☒ Yes ☒ No

## 8. 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.

☒ Yes ☐ No

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?

9. Interest in the Land

Please state the applicant's interest in the land

- ☒ Owner
- ☐ Lessee
- ☐ Occupier
- ☐ Other

10. Declaration

I/we hereby apply for a Lawful Development Certificate as described in this form 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. ☒

Date (cannot be pre-application)