



Arun District Council  
Maltravers Road  
Littlehampton  
West Sussex BN17 5LF  
Tel: 01903 737756  
[www.arun.gov.uk](http://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         | <input type="text" value="94"/>           |
| Suffix         | <input type="text"/>                      |
| Property Name  | <input type="text"/>                      |
| Address Line 1 | <input type="text" value="North Lane"/>   |
| Address Line 2 | <input type="text"/>                      |
| Address Line 3 | <input type="text" value="West Sussex"/>  |
| Town/city      | <input type="text" value="East Preston"/> |
| Postcode       | <input type="text" value="BN16 1HE"/>     |

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

|                                     |                                     |
|-------------------------------------|-------------------------------------|
| Easting (x)                         | Northing (y)                        |
| <input type="text" value="507272"/> | <input type="text" value="102499"/> |
| Description                         | <input type="text"/>                |

## Applicant Details

### Name/Company

Title

Mr

First name

Wayne

Surname

Crossman

Company Name

### Address

Address line 1

94 North Lane

Address line 2

Address line 3

Town/City

East Preston

County

West Sussex

Country

Postcode

BN16 1HE

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)

Proposed single storey rear garden outbuilding.

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

- As a result of the works, the total area of ground covered by buildings within the curtilage of the dwellinghouse (other than the original dwellinghouse) would not exceed 50% of the total area of the curtilage (excluding the ground area of the original dwellinghouse). The application site has a total area of 613m<sup>2</sup>. The original dwellinghouse has a footprint of 58m<sup>2</sup>, meaning the curtilage area excluding the original dwellinghouse is 555m<sup>2</sup>. Planning permission ref. R/114/03 allows extension to the original house, adding a further 20m<sup>2</sup> to the ground floor area. The proposed outbuilding has a footprint of 140m<sup>2</sup>. Taken together, the extension and outbuilding amount to 160m<sup>2</sup>, which equates to approximately 23% of the curtilage (excluding the original dwellinghouse). This is well below the 50% threshold and therefore complies with these criteria.

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

250039/01; 250039/02; 250039/03.

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?

The proposed rear garden outbuilding meets the following Permitted Development criteria:

The application site has a total area of 613m². The original dwellinghouse has a footprint of 58m², meaning the curtilage area excluding the original dwellinghouse is 555m². Planning permission ref. R/114/03 allows extension to the original house, adding a further 20m² to the ground floor area. The proposed outbuilding has a footprint of 140m². Taken together, the extension and outbuilding amount to 160m², which equates to approximately 23% of the curtilage (excluding the original dwellinghouse). This is well below the 50% threshold and therefore complies with these criteria.

The proposed outbuilding is designed as a single-storey structure, with no accommodation in the roof space and no upper floor, therefore meeting this requirement.

The proposed outbuilding is set around 1 metre from the site boundaries. In response to this proximity, the overall height has been designed so that it does not exceed 2.5 metres at any point where it is within 2 metres of the boundary, ensuring full compliance with the height restriction.

The proposed outbuilding is intended for purposes incidental to the enjoyment of the existing dwellinghouse. The internal layout does not include a kitchen, bathroom or bedroom, and it has not been designed or equipped to function as separate self-contained accommodation. Its use will therefore remain ancillary and non-residential in planning terms.

The proposed outbuilding is located entirely within the rear garden, positioned wholly to the rear elevation of the original dwellinghouse. No part of the structure projects forward of this elevation.

The proposed building is accessed at or close to existing garden level via French doors and a roller-shutter double door, providing level access to the central part of the garden. As a result, there is no requirement for verandas, balconies or raised platforms, and none are proposed. Equally, no microwave antenna, TV aerial or satellite dish forms part of this proposal.

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

- Fuller Architects

Date

18/02/2026