



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	Rosedene
Address Line 1	Bilsham Road
Address Line 2	
Address Line 3	West Sussex
Town/city	Yapton
Postcode	BN18 0JN

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

Easting (x)	Northing (y)
497929	102684

Description

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

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 is for the erection of a detached timber-framed garden room within the rear garden of the existing detached bungalow known as Rosedene, Bilsham Road, Yapton. The building will measure approximately 7.32 metres (24 feet) in length by 3.05 metres (10 feet) in width, providing a total internal floor area of approximately 22.3 square metres.

The garden room will have a simple dual-pitched roof with an eaves height of approximately 2.03 metres and a maximum ridge height of approximately 2.22 metres. The overall height will remain below the maximum permitted height for outbuildings located within two metres of a boundary.

The structure will be of high-quality timber construction on an appropriate foundation system, with external timber cladding and a pitched roof finished in lightweight roofing materials. Doors and windows will be positioned to provide natural daylight while maintaining the privacy of neighbouring properties.

The proposed garden room will be sited within the rear garden of the property and will remain incidental to the enjoyment of the existing dwellinghouse. It will be used as a private garden room for purposes such as relaxation and gardening use. It will not be used as separate living accommodation, will not contain sleeping facilities, and will not be occupied independently from the main dwelling.

No commercial activities will be undertaken from the building, and there will be no increase in traffic, parking demand, or noise beyond that normally associated with a private residential property.

The proposed outbuilding has been designed to minimise its visual impact through its modest height and domestic appearance. Owing to its low ridge height of only 2.22 metres, the building will sit comfortably within the garden setting and will not appear visually intrusive when viewed from neighbouring properties.

The proposal will not adversely affect neighbouring residential amenity in terms of overlooking, loss of privacy, overshadowing, or overbearing impact. The overall scale, siting, and design are considered appropriate for the size of the existing plot.

The proposal is considered to comply with the provisions for detached outbuildings associated with a dwellinghouse and is intended solely for purposes incidental to the enjoyment of the main residence.

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 proposed development is a detached garden room to be erected within the residential curtilage of the existing dwelling known as Rosedene, Bilsham Road, Yapton. The building is to be used solely for purposes incidental to the enjoyment of the dwellinghouse, including as a garden room and hobby space. It will not be used as separate living accommodation, for commercial purposes, or as an independent dwelling.

The proposed outbuilding is single storey and measures approximately 7.32 metres by 3.05 metres, with an eaves height of approximately 2.03 metres and a maximum ridge height of approximately 2.22 metres. Although it is located within 2 metres of a boundary, its maximum height remains below the 2.5-metre limit applicable to outbuildings under Schedule 2, Part 1, Class E of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

The outbuilding will be situated to the rear of the principal elevation of the dwellinghouse and will remain within the residential curtilage. The proposal will not result in more than 50% of the curtilage (excluding the footprint of the original dwellinghouse) being covered by buildings. The existing dwelling is a lawful detached bungalow, and the proposed outbuilding is considered to constitute permitted development under Schedule 2, Part 1, Class E of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). A Lawful Development Certificate is therefore sought to confirm that planning permission is not required.

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.

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 detached garden room constitutes permitted development under Schedule 2, Part 1, Class E of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). The proposal relates to the residential curtilage of the existing lawful dwellinghouse, Rosedene, Bilsham Road, Yapton, and is for the erection of a single-storey detached outbuilding to be used for purposes incidental to the enjoyment of the dwellinghouse. The proposed building will be used as a private garden room, providing additional space for hobbies and gardening activities. It will not be used as separate residential accommodation, will not include facilities to create an independent dwelling, and will remain ancillary to the main house. The building has been designed to comply with the relevant permitted development limitations. It will have a footprint of approximately 22.3 square metres, an eaves height of approximately 2.03 metres and a maximum ridge height of approximately 2.22 metres. As the building will be located within 2 metres of a boundary, the relevant height restriction is 2.5 metres, which the proposal comfortably satisfies. The outbuilding will be positioned within the rear garden, will not extend forward of the principal elevation of the dwellinghouse, and will not result in more than half of the residential curtilage being covered by buildings. The proposed development will not result in a material change of use, will not adversely affect neighbouring amenity, and complies with the limitations and conditions applicable to permitted development rights for outbuildings. Accordingly, the proposed development is considered lawful and a Lawful Development Certificate should be granted confirming that planning permission is not required.

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

Tony Mills

Date

10/07/2026