

## Application for a Lawful Development Certificate for a Proposed use or development

Town and Country Planning Act 1990 (as amended)

### Privacy Notice

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

### Local Planning Authority details:



**For assistance with completing this form contact:**

The Planning Service  
3 Knowsley Place, Duke Street, Bury BL9 0EJ

Phone: 0161 253 5432 Email: [development.control@bury.gov.uk](mailto:development.control@bury.gov.uk)

### Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website. Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

| 1. Applicant Name and Address                                                                               | 2. Agent Name and Address                                                                        |
|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Title: <input type="text" value="MISS"/> First name: <input type="text" value="TOLENE"/>                    | Title: <input type="text"/> First name: <input type="text"/>                                     |
| Last name: <input type="text" value="MINSHULL"/>                                                            | Last name: <input type="text"/>                                                                  |
| Company (optional): <input type="text"/>                                                                    | Company (optional): <input type="text"/>                                                         |
| Unit: <input type="text"/> House number: <input type="text" value="22"/> House suffix: <input type="text"/> | Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/> |
| House name: <input type="text"/>                                                                            | House name: <input type="text"/>                                                                 |
| Address 1: <input type="text" value="FORTH ROAD"/>                                                          | Address 1: <input type="text"/>                                                                  |
| Address 2: <input type="text"/>                                                                             | Address 2: <input type="text"/>                                                                  |
| Address 3: <input type="text"/>                                                                             | Address 3: <input type="text"/>                                                                  |
| Town: <input type="text" value="RADCLIFFE"/>                                                                | Town: <input type="text"/>                                                                       |
| County: <input type="text" value="GREATER MANCHESTER"/>                                                     | County: <input type="text"/>                                                                     |
| Country: <input type="text" value="UK"/>                                                                    | Country: <input type="text"/>                                                                    |
| Postcode: <input type="text" value="M26 2PX"/>                                                              | Postcode: <input type="text"/>                                                                   |

### 3. Site Address Details

Please provide the full postal address of the application site.

|                                                                                               |                    |               |    |               |  |
|-----------------------------------------------------------------------------------------------|--------------------|---------------|----|---------------|--|
| Unit:                                                                                         |                    | House number: | 22 | House suffix: |  |
| House name:                                                                                   |                    |               |    |               |  |
| Address 1:                                                                                    | FORTH ROAD         |               |    |               |  |
| Address 2:                                                                                    |                    |               |    |               |  |
| Address 3:                                                                                    |                    |               |    |               |  |
| Town:                                                                                         | RADCLIFFE          |               |    |               |  |
| County:                                                                                       | GREATER MANCHESTER |               |    |               |  |
| Postcode (optional):                                                                          | M26 2PX            |               |    |               |  |
| Description of location or a grid reference.<br>(must be completed if postcode is not known): |                    |               |    |               |  |
| Easting:                                                                                      |                    | Northings:    |    |               |  |

Description:

|  |
|--|
|  |
|--|

### 4. 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).

Please tick if the full contact details are not known, and then complete as much as possible:

☐

Officer name:

|  |
|--|
|  |
|--|

Reference:

|  |
|--|
|  |
|--|

Date DD/MM/YYYY:

(must be pre-application submission)

|  |
|--|
|  |
|--|

Details of pre-application advice received?

I have emailed Bury planning to see if a householder app or full plans app or LOC is most suitable (michelle ashton replied)

### 5. Lawful Development Certificate - Interest In Land

Please state the applicant's interest in the land?

Owner: ☒ Yes ☐ No

Lessee: ☐ Yes ☐ No

Occupier: ☐ Yes ☐ No

If Yes to Lessee or Occupier please give details of the owner and state whether they have been informed in writing of this application:

| Name | Address | Have they been informed in writing of the application |                          |
|------|---------|-------------------------------------------------------|--------------------------|
|      |         | Yes                                                   | No                       |
|      |         | <input type="checkbox"/>                              | <input type="checkbox"/> |

If No to all the above, please give name and addresses of anyone you know who has an interest in the land:

| Name                 | Address                                  | Nature of interest in the land | Have they been informed of the application? |                          | if they have not been informed of the application please explain why not |
|----------------------|------------------------------------------|--------------------------------|---------------------------------------------|--------------------------|--------------------------------------------------------------------------|
|                      |                                          |                                | Yes                                         | No                       |                                                                          |
| Shenstone properties | PO Box 31 Walsby Lichfield Staffordshire | freeholder of land.            | <input checked="" type="checkbox"/>         | <input type="checkbox"/> |                                                                          |
|                      |                                          |                                | <input type="checkbox"/>                    | <input type="checkbox"/> |                                                                          |
|                      |                                          |                                | <input type="checkbox"/>                    | <input type="checkbox"/> |                                                                          |
|                      |                                          |                                | <input type="checkbox"/>                    | <input type="checkbox"/> |                                                                          |

### 6. Authority Employee / 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 following statements apply to you and/or agent? ☐ Yes ☒ No

With respect to the authority, I am:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

### 7. 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

conversion of domestic garage to utility room and working from home space thought to be within permitted development rights. No change of use from domestic to commercial. No extension increase in size. Change of appearance other than replacing garage door with window and cladding.

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

|    |                                  |
|----|----------------------------------|
| 1. | Red line location Plan           |
| 2. | Existing floor Plan              |
| 3. | Proposed floor Plan              |
| 4. | Existing and proposed elevations |
| 5. | Design and access statement      |

If you consider the existing, or last use is within a 'Use Class' in the Town and Country Planning (Use Classes) Order 1987 (as amended), state which one:

C3(a) Dwelling houses

#### Information About The Proposed Use(s)

If you consider the proposed use is within a 'Use Class' in the Town and Country Planning (Use Classes) Order 1987 (as amended), state which one:

C3(a) Dwelling houses

Is the proposed operation or use:

- ☐ Temporary ☒ Permanent

If temporary please give details:

Please state why you consider that a Lawful Development Certificate should be granted for this proposal:

conversion of domestic garage to utility room and working from home space thought to be within permitted development rights. No change of use from domestic to commercial. No extension increase in size. Change of appearance other than replacing garage door with window and cladding.

## 8. Description Of Proposal

Does the proposal consist of, or include:

a) The carrying out of building or other operations? ☒ Yes ☐ No

If Yes to a, 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):

works to existing building  
replacement of garage door to window and cladding  
existing building to be insulated and fitted out as utility room  
and work from home space in accordance with Building regulations

b) Change of use of the land or building(s)? ☐ Yes ☒ No

If Yes to b, please give a full description of the scale and nature of the proposed use, including the processes to be carried out, any machinery to be installed and the hours the proposed use will be carried out:

no formal change of use C3 (a) dwelling house still applies  
(domestic garage conversion to utility room and work from home space)

If Yes to b, please describe fully the existing or the last known use, with the date this use ceased:

currently still domestic garage.

Has the proposal been started?

☐ Yes ☒ No