

## 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)

Description

## Applicant Details

### Name/Company

Title

Mrs

First name

Sarah

Surname

Kenward

Company Name

### Address

Address line 1

Oakleigh Petersfield Road

Address line 2

Monkwood

Address line 3

Town/City

Alresford

County

Hampshire

Country

Postcode

SO24 0HB

Are you an agent acting on behalf of the applicant?

Yes

No

### 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)

1. Alter the existing mono pitch roof over their kitchen at the rear of the property to a gable end with feature gable glazing. All materials will match existing and the height of the roof will not exceed the existing junction of the mono pitch roof with the external wall.
2. Install a first-floor window on the side elevation for a new ensuite bathroom. The window is proposed to match existing, be obscured glazing, with an opening top light 1700mm above internal Finished Floor Level.
3. Widen existing kitchen opening to accommodate a slim set of French windows. The height of the opening will remain as existing.

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

Existing Dwelling House - no proposed change to use

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

WR2303 - 2001 - Site Location Plan and Existing Site Plan  
WR2303 - 2010 - Existing Plans  
WR2303 - 2020 - Existing Elevations  
WR2303 - 2040 - Existing Site Photos  
WR2303 - 2110 - Proposed Plans  
WR2303 - 2120 - Proposed Elevations

Select the use class that relates to the existing or last use.

C3 - Dwellinghouses

**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.

#### Information about the proposed use(s)

Select the use class that relates to the proposed use.

C3 - Dwellinghouses

**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.

Is the proposed operation or use

- Permanent  
 Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

Dwelling House - The foot print of the building will not be increased, only an existing roof form altered from mono pitch to gable end. The introduction of a first floor side window to serve a new en suite will have a top hung light 1.7m above the finished internal floor area and will be the only opening part. The remainder of the window will be obscure glazed.

## 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

**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):**

Officer name:

Title

\*\*\*\* REDACTED \*\*\*\*

First Name

\*\*\*\* REDACTED \*\*\*\*

Surname

\*\*\*\* REDACTED \*\*\*\*

Reference

23464/999

Date (must be pre-application submission)

23/05/2023

Details of the pre-application advice received

Re: Oakleigh, Petersfield Road, Ropley, SO24 0HB

Thank you for your recent pre application enquiry relating to the above site. I understand that you are seeking guidance with regard to altering the existing mono pitched roof at the kitchen to the rear of the dwelling to a gable feature. The foot print of the building will not be increased.

The proposal also includes the introduction of a first floor side window to serve a new en suite however you have clarified that the top hung light will be 1.7m above the finished internal floor area and will be the only opening part. The remainder of the window will be obscure glazed.

The proposal also includes widening an existing doorway. Based on the information submitted I can confirm that none of the proposed alterations require formal planning permission.

## 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

Helen Bruce-Radcliffe

Date

31/08/2023