



Application for a Lawful Development Certificate for an Existing Use or Operation or Activity,
 including those in breach of a planning condition

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

Mr

First name

Andy

Surname

Leung

Company Name

Address

Address line 1

7 The Vale

Address line 2

Address line 3

Town/City

Woodford Green

County

Essex

Country

United Kingdom

Postcode

IG8 9BT

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

**** REDACTED ****

Fax number

Email address

**** REDACTED ****

Reason for Lawful Development Certificate

Please indicate why you are applying for a lawful development certificate

- An existing use
- Existing building works
- An existing use, building work or activity in breach of a condition

Being a use, building works or activity which is still going on at the date of this application.

If Yes, to either 'an existing use' or 'an existing use in breach of a condition', please select the relevant Use Class.

C4 - Houses in multiple occupation

Description of Existing Use, Building Works or Activity

Please fully describe each existing use, building works or activity for which you want the lawful development certificate. Where appropriate, show to which part of the land each use, building works or activity relates

Dear Sir / Madam,

Subject: Certificate of Lawful Development Use - Change of Use from C3 to C4

I am writing to formally submit an application for a Certificate of Lawful Development Use concerning the property located at 10 Shirley Road, London E15 4HX. The purpose of this application is to regularise the existing use of the property, which has consistently operated as a C4 (House in Multiple Occupation - HMO) since 2010. This use predates the implementation of Article 4 in 2013 by the London Borough of Newham.

Background:

The property has been continuously utilised as a House in Multiple Occupation (C4) since 2010, well before the introduction of Article 4 Directions in 2013. Article 4 imposes restrictions on certain changes of use without planning permission, including changes from C3 (Dwellinghouse) to C4. Given that the property has maintained its C4 use without interruption, we believe it satisfies the criteria for a Certificate of Lawful Development Use.

Supporting Documentation:

Historical Records: Enclosed is evidence demonstrating the consistent use of the property as a C4 since 2010.

Summary details of the document names and location is stored within the Document Summary.xlsx file categorised in folder names for easy of reference.

Tenant Agreements: Copies of tenancy agreements and occupancy records further affirming the property's use as a House in Multiple Occupation.

HMO Licensing Officer's Inspection Report: A recent inspection by the HMO Licensing Officer, conducted in accordance with licensing requirements, confirms the property's compliance with the conditions of the license issued.

As the property was let to 3 or more individuals on one AST, the tenant paid for all the utility bill.

The recent HMO Licensing Officer's inspection has verified that the property is fully compliant with the conditions stipulated in the issued license. This positive assessment provides additional assurance of the property's suitability for the C4 use class.

We kindly request the Planning Department to review this application promptly and issue the Certificate of Lawful Development Use for the property at 10 Shirley Road, London E15 4HX. If there are any additional requirements or if further clarification is needed, please do not hesitate to contact us at andy@leung.org.uk or mobile 07946 576507.

We appreciate your attention to this matter and look forward to receiving a favourable response.

Yours sincerely,

Andy Leung

Grounds for application for a Lawful Development Certificate

Under what grounds is the certificate being sought

- The use began more than 10 years before the date of this application
- The use, building works or activity in breach of condition began more than 10 years before the date of this application
- The use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years
- The building works (for instance, building or engineering works) were substantially completed more than four years before the date of this application.
- The use as a single dwelling house began more than four years before the date of this application
- Other - please specify (this might include claims that the change of use or building work was not development, or that it benefited from planning permission granted under the Act or by the General Permitted Development Order).

Is the certificate being sought for a use, operation, or activity in breach of a condition or limitation?

- Yes
- No

Please state why a Lawful Development Certificate should be granted

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Information in support of a Lawful Development Certificate

When was the use or activity begun, or the building works substantially completed (date must be pre-application submission)?

27-09-2010

In the case of an existing use or activity in breach of conditions has there been any interruption?

Yes

No

In the case of an existing use of land, has there been any material change of use of the land since the start of the use for which a certificate is sought?

Yes

No

Residential Information

Does the application for a certificate relate to a residential use where the number of residential units has changed?

Yes

No

Site information

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered".

Title Number: EGL324640

Energy Performance Certificate

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

- Yes
 No

Please enter the reference number from the most recent Energy Performance Certificate (e.g. 1234-1234-1234-1234)

9400-0065-0522-1208-3573

Further information about the Proposed Development

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

What is the Gross Internal Area to be added to the development?

0.00	square metres
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Number of additional bedrooms proposed

0

Number of additional bathrooms proposed

0

Vehicle Parking

Please note: This question contains additional requirements specific to applications within Greater London.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes
 No

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

Interest in the Land

Please state the applicant's interest in the land

- Owner
 Lessee
 Occupier
 Other

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

Declaration

I/We hereby apply for Lawful development: Existing 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

Andy Leung

Date

08/12/2023