

**PLANNING**

Dover District Council

White Cliffs Business Park,  
Dover, Kent CT16 3PJ.

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www.dover.gov.uk/planning

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## 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

Dr

First name

Thomas

Surname

Sanderson

Company Name

### Address

Address line 1

42 Matthews Close

Address line 2

Address line 3

Town/City

Deal

County

Kent

Country

United Kingdom

Postcode

CT14 9SR

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

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

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)

Planned conversion of a detached garage to a residential personal office space with bi-fold door access to the front. As part of this, a small lean to space will be extended onto the back of the garage (2 m x 3 m footprint) with side door access into the back garden. This built lean to would be used as a residential utility space and will replace an existing shed that currently is in place.

The garage is set back from the line of the house, so the proposed works to convert it to an office space will not impact on the drive way. As such the property will retain the existing off road parking provision. The existing fence line incorporates both the converted and extended space within the rear garden. The bi-fold doors would not be visible from the external elevation. The front elevation (i.e. total profile height) will remain the same. The site is on an end plot of Matthews Close, with no direct neighbour adjoining on the side where the existing garage is; therefore no neighbour will be directly impacted by the proposed development.

In more detail:

For the garage conversion - The existing sloped garage roof will be removed, brick work added to form a level brick finish at a height no greater than the existing highest point and construction of a new flat roof structure, sloping towards the back, that will be finished in a two-layer felt system. The garage door will be removed and a catnic lintel fitted to form the opening for bi-fold doors. DPM will be put down on the floor, a timber frame floor constructed and the floor insulated with 50mm Celotex and covered with 22mm flooring. Timber will be added to the brick walls to allow the walls to be insulated with 75mm Celotex. The ceiling will be insulated with 100 mm Celotex. The walls and ceiling will then be rebuilt with plasterboard and plastered. The internal floor to ceiling height will be ca. 2300 mm.

For the lean to extension - A footing of approx. 400 mm deep will be dug along the width of the existing garage (ca. 3 m) and 2 m from the back of the garage. This will be filled with concrete to allow brickwork to be constructed. The outside will consist of brick while the inside will be block, with cavity wall insulation. The sloped roof will be attached to the back of the new garage roof and also finished with felt. A door will be added to the side to allow access from the garden. Power will be run from the existing powered garage. The interior walls will be plastered. For drainage of water usage from the utility lean to, a trench will be dug to allow piping through the garden space to the existing mains water drainage at the back of the house.

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 outbuilding proposed to be converted already exists as a residential garage since the property was built (based on the first sale date). The proposed lean to extension would replace an existing structure (shed). Converting the building for other uses is already a precedent set by other properties within Matthews Close, as is the construction of a lean to extension.

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

This application is for a Lawful Development Certificate based on permitted development allowances.

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

Other

Other (please specify)

Class E - Detached Residential Garage Outbuilding

### Information about the proposed use(s)

Select the use class that relates to the proposed use.

Other

Other (please specify)

Class E - Detached Residential Home Office Outbuilding

Is the proposed operation or use

- Permanent  
 Temporary

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

A number of properties in our residential area of Matthews Close have already converted their garages without requiring full planning permission, based on searching for applications. Furthermore, properties have added similar proposed lean to extensions also without requiring full planning permission.

The existing fence line incorporates both the converted and extended space within the rear garden. The bi-fold doors would not be visible from the external elevation. The front elevation (i.e. total height) will remain the same. The site is on an end plot of Matthews Close, with no direct neighbour adjoining on the side where the existing garage is; therefore no neighbour will be directly impacted by the proposed development.

The garage is set back from the line of the house, so the proposed works to convert it to an office space will not impact on the drive way. As such the property will retain the existing off road parking provision without impacting other residents.

### 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

Thomas Sanderson

Date

20/02/2024

