

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

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

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)

Due to ongoing leaks and damp ingress caused by a large number of weakened and damaged tiles, we have been advised by three separate roofing contractors that we need to replace the tiles which have been in place since the house was constructed over 100 years ago. Given the impending winter, they advise that this work is completed as soon as possible and we currently have contractors booked to commence work on 1st October.

The repairs will involve replacing existing roof slates and felt, replacing timber battens where required, and upgrading current insulation to required standards. We plan to use slates that are in-keeping with those used on the current roof of the property and those of the adjoining semi-detached property.

As we will need to erect scaffolding to complete the repairs, we will also take this opportunity to install new gutters and repair the decaying fascia at the front of the house, using the same material as currently 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

We reached out to Richmond Council's Planning Department who advised us to check with 'DC Technical Support Hub' if replacing the roof tiles to repair the roof would need planning permission. Grace Edwards, Senior Planner - South Team for Richmond & Wandsworth Councils advised planning permission is not likely needed, and to instead request a Lawful Development Certificate.

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

See below for a transcript of the advice provided in email by Grace Edwards from Richmond Council's Planning department:

23/8/24 -

Dear Sophie and Jack,

There does not appear to be any Article 4 Direction restricting alterations to the roof of the property you mention, as such, replacing the roof-tiles is not likely to require planning permission subject to complying with the following criteria:

Permitted development

C. Any other alteration to the roof of a dwelling house.

Development not permitted

C.1 Development is not permitted by Class C if—

permission to use the dwellinghouse as a dwellinghouse has been granted only by virtue of Class G, M, MA, N, P, PA or Q of Part 3 of this Schedule (changes of use);

the alteration would protrude more than 0.15 metres beyond the plane of the slope of the original roof when measured from the perpendicular with the external surface of the original roof;

it would result in the highest part of the alteration being higher than the highest part of the original roof;

it would consist of or include—

the installation, alteration or replacement of a chimney, flue or soil and vent pipe, or

the installation, alteration or replacement of solar photovoltaics or solar thermal equipment

the dwellinghouse is built under Part 20 of this Schedule (construction of new dwellinghouses).

Conditions

C.2 Development is permitted by Class C subject to the condition that any window located on a roof slope forming a side elevation of the dwelling house must be—

obscure-glazed; and

non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed.

Please note however, that planning permission will be required if the works comprise a replacement roof, rather than just roof tiles.

I have copied in colleagues from Building Control so that they might advise from their perspective.

I hope the above is of assistance.

Kind regards,

Grace Edwards

Senior Planner – South Team

Richmond & Wandsworth Councils

Development Management

020 8891 1411

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30/8/24 -

Hi Sophie,

Thanks for your emails.

I'm afraid we do not confirm if works constitute permitted development via this free email service, however you will note that there is no restrictions on materials as prescribed within Class C set out below. If you would like formal confirmation that the works do not require planning permission, then you can submit for a Lawful Development Certificate. More information on submitting such an application can be found here: https://www.richmond.gov.uk/services/planning/make_a_planning_application

I hope the above is of assistance.

Kind regards,

Grace Edwards

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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?

Whilst the property is not listed, it is in a conservation area, so we would like certainty on undertaking lawful alterations to the property. This to ensure we protect the conservation area, and to prevent any future issues arising e.g. with neighbours or any future sale of the property.

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:
SGL196128

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. 1234-1234-1234-1234-1234)

8688-7623-3380-9387-4926

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

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.

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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

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

DCTechnicalSupportHub@richmondandwandsworth.gov.uk

Date (must be pre-application submission)

23/08/2024

Details of the pre-application advice received

23/8/24

Dear Sophie and Jack,

There does not appear to be any Article 4 Direction restricting alterations to the roof of the property you mention, as such, replacing the roof tiles is not likely to require planning permission subject to complying with the following criteria:

Class C – other alterations to the roof of a dwellinghouse

Permitted development

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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

Sophie Grundy

Date

04/09/2024