



planning.general@gravesham.gov.uk / 01474 33 73 91  
 Civic Centre, Windmill Street, Gravesend DA12 1AU

## 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

21

Suffix

Property Name

Address Line 1

Mottram Road

Address Line 2

Northfleet

Address Line 3

Kent

Town/city

Gravesend

Postcode

DA11 9FH

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

563652

174374

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

## 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)

a loft conversion - within permitted development  
Minor internal alterations - within permitted development

Does the proposal consist of, or include, a change of use of the land or building(s)?

Yes  
 No

If Yes, 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

The proposal includes a change of use from a residential dwelling (Class C3) to a 5 bedroom House in Multiple Occupation (HMO, Class C4).

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

Last use was residential (C3).

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 consider the existing use of the land and buildings to be lawful because the property is currently approved as single family dwelling (Class C3), which is a lawful and established use under the Town and Country Planning (Use Classes) Order 1987. There have been no enforcement actions or restrictions placed on the property that would render the current use unlawful.

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

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.

C4 - Houses in multiple occupation

Is the proposed operation or use

Permanent  
 Temporary

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

The proposed works, including the loft conversion, and change of use to an HMO, fall within the framework of lawful development.

+The loft conversion complies with permitted development rights, adhering to the size limits and conditions outlined in the General Permitted Development Order (GPDO). The loft extension volume will remain within the allowable 40 cubic metre limit.

+The proposed change of use to a small HMO (Class C4) is lawful under permitted development rights, as there is no Article 4 Direction in place that would restrict such a change of use in this area. Therefore, a full planning application is not required for this change of use.

#### 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

- Incollective Limited

Date

07/08/2025