



Horsham District Council

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)
519123	132495

Description

Applicant Details

Name/Company

Title

Mr

First name

Grant

Surname

Gibson

Company Name

Address

Address line 1

171

Address line 2

Farhalls Crescent

Address line 3

Town/City

Horsham

County

Country

Postcode

RH12 4BX

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant 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)

Conversion of existing detached garage to habitable space incidental of the main dwelling, including raising of the flat roof to increase internal head height (approximately 2.5m external height), installation of insulation, plasterboard, electrical fittings, lighting and plumbing for wash basin. Replacement of the existing garage door with uPVC access door to match look of existing dwelling. No extension beyond the existing footprint.

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 proposed use is for a small-based hairdressing activity operated solely by the occupant of the dwelling. The use will remain incidental and ancillary to the primary residential use of the property. The activity will be carried out on an appointment only basis with limited number of clients per day, resulting in minimal additional traffic or disturbance. No other staff will be employed at the premises. Equipment will be limited to typical domestic-scale hairdressing items including a styling chair, wash basin, hand-held hairdryers and small electrical tools. No large machinery will be installed. The use will operate within normal daytime hours and will not result in any material change to the character of the property as a private dwelling.

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

The existing use of the building is a domestic garage incidental to the main dwelling, used for storage purposes.

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 existing building is a detached domestic garage located within the residential curtilage of the dwellinghouse and is currently used for purposes incidental to the enjoyment of the dwelling, including storage. The garage forms part of the residential use of the property and has been in continuous use as such.

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

Existing and proposed plans and elevations showing the garage and proposed alterations.

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?

The proposed development relates to a detached outbuilding within the residential curtilage of the dwellinghouse. The scale and nature of the works including the modest increase in rood height and alterations, are considered to fall within permitted development rights. The proposed use will remain incidental and ancillary to the primary use of the property as a private dwellinghouse (class C). The activity will be small-scale, operated solely by the occupant, with no additional staff and limited client visits by appointment only. Adequate off-street parking is available within the existing driveway, ensuring no impact on on-street parking or highway safety. The proposal will not result in any material change to the overall character of the property or the surrounding area and will remain consistent with the residential 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

Grant Gibson

Date

29/04/2026