



London Borough of Hillingdon, Residents Services, 3N Civic Centre, High Street, Uxbridge, Middlesex UB8 1UW  
Tel: 01895 250230 Web: [www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)

## 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

### Applicant 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

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 as a small-scale family based children's home within Use Class C2, providing residential care for up to three children living together as a single household with appropriate care staff.

The property will operate in a manner comparable to a typical family dwelling, with day-to-day domestic activities such as cooking, sleeping, and living taking place within the existing residential layout.

Care staff will be present on a shift basis to provide support and supervision. No external alterations are proposed, and no specialist machinery or commercial equipment will be installed.

The use will operate on a 24-hour basis as is typical for a residential home environment, with activity levels consistent with a standard dwellinghouse.

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

The existing and lawful use of the property is as a single dwellinghouse (Use Class C3).

The property has been in continuous residential use and has not been vacant. The proposed use has not yet commenced.

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 use of the property is as a single dwellinghouse (Use Class C3).

The property has been in continuous lawful residential use and there is no record of any enforcement action or breach of planning control relating to its use.

The building is an established residential property and no operational development is proposed as part of this application.

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

Existing and proposed floor plans (Drawings A1-100 and A1-200)

Supporting Statement for a Lawful Development Certificate and Management Plan

Care Sufficiency Strategy for Children with Autism and Learning Difficulties (Hillingdon)

Community Engagement Plan

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.

C2 - Residential institutions

Is the proposed operation or use

Permanent

Temporary

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

The application seeks confirmation that the proposed use of the property as a small-scale children's home falls within Use Class C2 and does not result in a material change of use from the existing lawful use as a single dwellinghouse (Use Class C3).

The proposed use will operate in a manner comparable to a single household, with up to three children living together in a family-based environment with appropriate care. The scale and nature of the use, including staffing arrangements, are such that the character of the use remains residential.

No external alterations or operational development are proposed, and the property will continue to function as a single residential unit. The level of activity, comings and goings, and general use of the property would not differ materially from that of a typical dwellinghouse.

As such, the proposal does not constitute a material change of use in planning terms and is therefore lawful. The application is made under Section 192 of the Town and Country Planning Act 1990 to confirm this position.

## 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:**

MX296817

## 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)

2468-6979-7280-6518-0954

## 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.

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

Please provide the number of existing and proposed parking spaces.

**Vehicle Type:**

Cars

**Existing number of spaces:**

3

**Total proposed (including spaces retained):**

3

**Difference in spaces:**

0

Please note that car parking spaces and disabled persons parking spaces should be recorded separately unless its residential off-street parking which should include both.

### 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

If Other, please give the names and addresses of anyone who has an interest in the land and state the nature of their interest (if known)

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

Have they been informed of the application?

- Yes
- No

## 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

Garfield Bailey

Date

17/03/2026