



HILLINGDON  
LONDON

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: Section 192, as amended by section 10 of  
the Planning and Compensation act 1991.

Town and Country Planning (Development Management Procedure) (England) Order 2015

You can complete and submit this form electronically via the Planning Portal by visiting [www.planningportal.gov.uk/apply](http://www.planningportal.gov.uk/apply)

### 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.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

### 1. Applicant Name and Address

|                     |               |               |    |
|---------------------|---------------|---------------|----|
| Title:              | MR            | First name:   | R. |
| Last name:          | SILLITO       |               |    |
| Company (optional): |               |               |    |
| Unit:               |               | House number: | 65 |
|                     |               | House suffix: |    |
| House name:         |               |               |    |
| Address 1:          | CHELSTON ROAD |               |    |
| Address 2:          |               |               |    |
| Address 3:          |               |               |    |
| Town:               | RUISLIP       |               |    |
| County:             | MIDDLESEX     |               |    |
| Country:            |               |               |    |
| Postcode:           | HA4 9SA       |               |    |

### 2. Agent Name and Address

|                     |               |               |     |
|---------------------|---------------|---------------|-----|
| Title:              | MR            | First name:   | IAN |
| Last name:          | LEWIS         |               |     |
| Company (optional): | FOCUSMONT LTD |               |     |
| Unit:               |               | House number: |     |
|                     |               | House suffix: |     |
| House name:         | ASHCROFT      |               |     |
| Address 1:          | HIGH STREET   |               |     |
| Address 2:          |               |               |     |
| Address 3:          |               |               |     |
| Town:               | ASHCOTT       |               |     |
| County:             | SOMERSET      |               |     |
| Country:            |               |               |     |
| Postcode:           | TA7 9PL       |               |     |

### 3. Site Address Details

Please provide the full postal address of the application site.

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference.  
(must be completed if postcode is not known):

Easting:  Northing:

Description:

### 4. 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).

Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name:

Reference:

Date DD/MM/YYYY:   
(must be pre-application submission)

Details of pre-application advice received?

### 5. Lawful Development Certificate - Interest in Land

Please state the applicant's interest in the land?

Owner: ☒ Yes ☐ No Lessee: ☐ Yes ☐ No Occupier: ☐ Yes ☐ No

If Yes to Lessee or Occupier please give details of the owner and state whether they have been informed in writing of this application:

| Name                 | Address              | Have they been informed in writing of the application |                          |
|----------------------|----------------------|-------------------------------------------------------|--------------------------|
|                      |                      | Yes                                                   | No                       |
| <input type="text"/> | <input type="text"/> | <input type="checkbox"/>                              | <input type="checkbox"/> |

If No to all the above, please give name and addresses of anyone you know who has an interest in the land:

| Name                 | Address              | Nature of interest in the land | Have they been informed of the application? |                          | if they have not been informed of the application please explain why not |
|----------------------|----------------------|--------------------------------|---------------------------------------------|--------------------------|--------------------------------------------------------------------------|
|                      |                      |                                | Yes                                         | No                       |                                                                          |
| <input type="text"/> | <input type="text"/> | <input type="text"/>           | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="text"/>                                                     |
| <input type="text"/> | <input type="text"/> | <input type="text"/>           | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="text"/>                                                     |
| <input type="text"/> | <input type="text"/> | <input type="text"/>           | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="text"/>                                                     |
| <input type="text"/> | <input type="text"/> | <input type="text"/>           | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="text"/>                                                     |

### 6. Authority Employee / Member

With respect to the Authority:

1. I am a member of staff  
2. I am an elected member  
3. I am related to a member of staff  
4. I am related to an elected member

Do any of these statements apply to you?

☐ Yes ☒ No

If Yes, please provide details of the name, relationship and role

## 7. 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

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

1.

2.

3.

4.

5.

If you consider the existing, or last use is within a 'Use Class' in the Town and Country Planning (Use Classes) Order 1987 (as amended), state which one:

### Information About The Proposed Use(s)

If you consider the proposed use is within a 'Use Class' in the Town and Country Planning (Use Classes) Order 1987 (as amended), state which one:

RESIDENTIAL C3

Is the proposed operation or use:

☐

Temporary

☒

Permanent

If temporary please give details:

Please state why you consider that a Lawful Development Certificate should be granted for this proposal:

PROPOSED EXTENSION / CONVERSION  
MEETS CRITERIA FOR PERMITTED  
DEVELOPMENT AS PER LATEST GDO  
OF TOWN & COUNTRY PLANNING ACTS

## 8. Description Of Proposal

Does the proposal consist of, or include:

a) The carrying out of building or other operations?

☒

Yes

☐

No

If Yes to a, 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):

1. LOFT CONVERSION (INCLUDING NEW PITCHED ROOF OVER EXISTING FLAT ROOF EXTENSION)  
WITH 2 NO. ROOFLIGHTS TO FRONT ROOF SLOPE.

2. CONVERSION OF G.F STORE TO STUDY

b) Change of use of the land or building(s)?

☐

Yes

☒

No

If Yes to b, 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:

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

Has the proposal been started?

☐

Yes

☒

No