



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

Application for a Lawful Development Certificate for an Existing Use or Operation or Activity,
including those in breach of a planning condition

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

2

Suffix

Property Name

Address Line 1

Linden Square

Address Line 2

Address Line 3

Hillingdon

Town/city

Harefield

Postcode

UB9 6TQ

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

Easting (x)

504305

Northing (y)

191651

Description

Applicant Details

Name/Company

Title

First name

David

Surname

Matthews

Company Name

Address

Address line 1

2 Linden Square

Address line 2

Harefield

Address line 3

Town/City

Uxbridge

County

Country

United Kingdom

Postcode

UB9 6TQ

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Reason for Lawful Development Certificate

Please indicate why you are applying for a lawful development certificate

- ☒ An existing use
☐ Existing building works
☐ An existing use, building work or activity in breach of a condition

Being a use, building works or activity which is still going on at the date of this application.

If Yes, to either 'an existing use' or 'an existing use in breach of a condition', please select the relevant Use Class.

Description of Existing Use, Building Works or Activity

Please fully describe each existing use, building works or activity for which you want the lawful development certificate. Where appropriate, show to which part of the land each use, building works or activity relates

Change of use from a "Live/Work" unit to a residential property.

2 Linden Square, completed in 2000, was a Live/Work unit with a "live" 2 bed maisonette on the first and second floor and a "work" 45 m2 workshop on the ground floor. Before 2017, the property was subject to Business Rates on the work unit and Council Tax Band C on the maisonette.

During its early years of occupation, the property was initially used as a "Live/Work" unit and I operated a renewable energy business from the property. This business ceased installations in 2006. I am now a maths teacher and my family (2 adults & 2 children) have lived in the property and used it for residential purposes since July 2012 (see scanned evidence). Hillingdon Borough Council visited the property in 2019 and suggested that as the property was residential only, we change the property's rating from business rates and council tax band C to only council tax band E throughout. As we use the property only for residential purposes, we agreed to this (backdated to 2017) alteration to council tax.

It has recently come to light that as well as this change to council tax which reflects the change of use, we also need to apply for a certificate of lawfulness so that planning also recognise this new reality.

Some concerns have been expressed about parking pressure, change in appearance, congestion, bicycle storage and rubbish collection.

These have been addressed; there are 2 parking spaces allocated to 2 Linden Square and we use both parking spaces for residential purposes. As a business unit, we required more than 2 parking spaces (for extra workers) & also brought delivery lorries onto the estate.

Residential use has reduced congestion and emissions on the estate. We have changed the old damaged double front doors to a single front door but kept this door in close-keeping with overall look of the estate. The neighbours, on all sides, like our improved change of appearance as it raises the overall standard of the square. We are taking action with the directors of the estate to keep industrial vehicles a short distance away from our property. However, these industrial vehicles only operate during the working week. As a residential only unit, it is frequently empty when the industrial units are in operation. As a keen cyclist (I cycle 90 miles-a-week to and from my work), I have established safe and secure cycle storage within the property for 4 bikes. A long time ago, with Hillingdon Council, we established a safe and secure rubbish collection point for properties 2, 4, 6 and 8 Linden Square. The collection point is by the bush directly outside number 2. All properties have for many years placed there rubbish here on collection day.

Taking into consideration the over 10 years use as a residential only property, please issue a certificate of lawfulness for the change of use from a live/work unit to a residential property for 2 Linden Square.

Grounds for application for a Lawful Development Certificate

Under what grounds is the certificate being sought

- ☐ The use began more than 10 years before the date of this application
- ☐ The use, building works or activity in breach of condition began more than 10 years before the date of this application
- ☐ The use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years
- ☐ The building works (for instance, building or engineering works) were substantially completed more than four years before the date of this application.
- ☒ The use as a single dwelling house began more than four years before the date of this application
- ☐ Other - please specify (this might include claims that the change of use or building work was not development, or that it benefited from planning permission granted under the Act or by the General Permitted Development Order).

Is the certificate being sought for a use, operation, or activity in breach of a condition or limitation?

- ☐ Yes
- ☒ No

Please state why a Lawful Development Certificate should be granted

Hillingdon Council accepted back in 2019, that 2 Linden Square was only being used as a residential property, as evidenced by the change of Council Tax band C on the live unit and business rates on the work unit to Council Tax band E on the whole property. Because of this, we would like a Lawful Development Certificate issued to recognise this change of use. The property has been used for residential only purposes since July 2012.

Information in support of a Lawful Development Certificate

When was the use or activity begun, or the building works substantially completed (date must be pre-application submission)?

31-07-2012

In the case of an existing use or activity in breach of conditions has there been any interruption?

- ☐ Yes
- ☒ No

In the case of an existing use of land, has there been any material change of use of the land since the start of the use for which a certificate is sought?

- ☐ Yes
- ☒ No

Residential Information

Does the application for a certificate relate to a residential use where the number of residential units has changed?

- ☐ Yes
- ☒ No

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:

AGL85501

Energy Performance Certificate

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

☐ Yes

☒ No

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:

2

Total proposed (including spaces retained):

2

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

Interest in the Land

Please state the applicant's interest in the land

- ☒ Owner
☐ Lessee
☐ Occupier
☐ Other

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

Declaration

I/We hereby apply for Lawful development: Existing 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

David Matthews

Date

14/02/2024