

***Certificate of Lawfulness Planning application for the use of existing dwelling as 6No flats
(use has been in place for in excess of 4 years)
At 5 Hamilton Road, Reading RG1 5RA***

For GVA Properties Limited



Planning Statement

Introduction, Site Location and Description

This statement has been prepared in support of and forming the planning application set of information to provide the necessary evidence that the property has been in use as six separate and self-contained flats for in excess of 4 years, and the applicants are seeking a Certificate of Lawfulness to have the use formally accepted.

It is noted that any use that had commenced before April 2024 requires the provision of evidence dating back at least 4 years, and that this property falls within this criteria.

The applicants have kept detailed records and are supplying these as part of the application.

The property was originally constructed as a 5bedroom dwelling over three storeys and was extended with a loft conversion added at the front of the house to create a 8bedroom Home in Multiple Occupation which operated for a number of years, as a licensed premises for this use.

Further alterations were undertaken, and the accommodation was split with the layouts reconfigured, kitchens added and separate washrooms provided to allow the property to accommodate 3No studio apartments, 2No 1bedroom apartments and then 1No 2bedroom apartment.

The HMO licence was suspended where the HMO officer declared the building as consisting of self contained apartments and that a HMO licence was not therefore required as a result.

The postal addresses for the building are registered with the post office as flats 1-6, 5 Hamilton Road, Reading RG1 5RA, with each flat having its own separate council tax registration.

Evidence

Ground floor flats apartment 1	Apartment 2
Assured Shorthold tenancy agreements Page 2: Bethany’s extension addendum to end 1st April 2025 Page 3: Bethany’s AST from 20th April 2020 Page 4: Leszek and Iwona’s checkout report with checkout dated 14th April 2020 Page 5: Leszek and Iwona’s AST from 28th April 2018 Page 6: Monique and Nathan’s checkout report with checkout dated 28th November 2017 Page 7: Monique and Nathan’s AST from 21st December 2016	Assured Shorthold tenancy agreements Page 2: Christine Reyes’s extension addendum till 31st October 2024 Page 3: Christine Reyes’s AST from 1st November 2022 Page 4: Jasmine Lee and Miles Cameron checkout report with checkout dated 18th October 2022 Page 5: Jasmine Lee and Miles Cameron checkout report with checkout dated 18th October 2022 continued Page 6: Jasmine and Miles AST from 13th November 2020 Page 7: Mohammed Abbas checkout report dated 15th October 2020 Page 8: Mohammed Abbas AST from 29th May 2020 Page 19: Bernadeta Beben and Joshua Nicholetts checkout report dated 22nd April 2020 Page 10: Bernadeta Beben and Joshua Nicholetts AST from 22nd December 2017 Page 11: Katie Mellor checkout report dated 4th December 2017 Page 12: Katie Mellor AST from 31st August 2017 Page 13: Christo�el Bothma and Tiaan Bosho� checkout report dated 8th March 2017 Page 14: Christo�el Bothma and Tiaan Bosho� AST from 28th January 2017 Backup documents Page 16: Jasmine Lee and Miles Cameron end of tenancy confirmation 31st October 2022 Page 17: Mohammed Abbas end of tenancy confirmation 31st October 2020 Page 18/19: Katie Mellor end of tenancy confirmation 22nd December 2017 Page 20: Christo�el Bothma and Tiaan Bosho� end of Tenancy confirmation 10th March 2017

First floor flats apartment 3	Apartment 4
Assured Shorthold tenancy agreements Page 2: Allyce Greenshields extension addendum till 14th June 2025 Page 3: Allyce Greenshields AST from 15th June 2020 Page 4: Mohammed Abbas checkout report dated 15th May 2020 Page 5: Mohammed Abbas AST from 15th October 2019 Page 6: Fangchen Zhang checkout report dated 31st August 2019 Page 7: Fangchen Zhang AST from 5th March 2019 Page 8: Ami Carline checkout report dated 28th February 2019 Page 9: Ami Carline AST from 12th July 2018 Page 10: Tristan Spencer checkout report dated 30th June 2018 Page 11: Tristan Spencer AST from 16th September 2017 Page 12: John Bossom checkout report dated 17th August 2017	Assured Shorthold tenancy agreements Page 2: Alexandra Putzlacher and Aiden Vincent end of tenancy notice for 31st October 2024 Page 3: Alexandra Putzlacher and Aiden Vincent AST from 1st September 2020 Page 4: Alexandra Putzlacher and Julia Kowalczyk AST from 31st July 2018 Page 5: Chris Stylianou & Jon Pole checkout report dated 30th June 2018 Page 6: Chris Stylianou & Jon Pole AST from 1st July 2017 Page 7: Zebun Butt & Zain Butt checkout report dated 31st May 2017 Page 8: Zebun Butt & Zain Butt AST from 4th January 2017
Loft floor flats apartment 5	Apartment 6
Assured Shorthold tenancy agreements Page 2: Preston Baker extension addendum to end 29th January 2025 Page 3: Preston Baker AST from 30th January 2023 Page 4/5: Daniel Leyen checkout report dated 20th January 2023 Page 6: Daniel Leyen AST from 21st January 2022 Page 7: Valarie Yin checkout report dated 15th January 2022 Page 8: Valarie Yin AST from 25th July 2018 Page 9: Madeline Tarbot checkout report dated 30th June 2018 Page 10: Madeline Tarbot AST from 1st September 2017 Page 11: Jessica Hammond checkout report dated 8th July 2017	Assured Shorthold tenancy agreements Page 2: Zulmira Nicolou extension addendum to end 28th August 2025 Page 3: Zulmira Nicolou AST from 29th December 2016
HMO Officer report dated 21/09/2018, and 14/11/2018 The report confirms that upon renewal of the HMO licence, the officer declared that as the property consists of apartments with no shared facilities, that an HMO Licence is not required Certificate of Completion of works (Building Control) dated 23/05/2017 Electric installation Electrical installation certificates to confirm installations were completed in October 2016 for each apartment Emergency lighting certificates to confirm installations were completed in October 2016 for each apartments Fire detection installation certificate to confirm installations were completed in October 2016 for each apartments Energy use and bills summary for May 2024 to confirm that the tenants are billed automatically by the energy company as part of the pro-rata allocation of use of electricity by each occupancy Statutory declaration Declaration signed by applicant Mr Omprakash Gehlot and witnessed by Solicitor dated 18/08/2024	
Conclusion	
The plans and elevations provided as support information show how the self contained apartments are arranged and as they exist at this time. The applicants are satisfied that sufficient evidence has been provided to allow the formal acceptance of the original dwelling having been successfully used as six independent and self-contained units and that a Certificate of Lawfulness should be allowed where the use has been in existence for in excess of 4 years.	