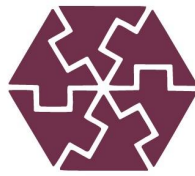


Planning, Reading Borough Council
Civic Offices, Bridge Street, Reading RG1 2LU

Website: www.reading.gov.uk
Tel: 0118 9373787



Reading

BOROUGH 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	62
Suffix	
Property Name	
Address Line 1	Dunstall Close
Address Line 2	Tilehurst
Address Line 3	Reading
Town/city	Reading
Postcode	RG31 5AY

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

Easting (x)	Northing (y)
466801	173891

Description

Applicant Details

Name/Company

Title

Mr

First name

David

Surname

Fletcher

Company Name

Address

Address line 1

62 Dunstall Close

Address line 2

Tilehurst

Address line 3

Town/City

Reading

County

Country

GB

Postcode

RG31 5AY

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)

Installation of prefabricated garden office on suitable base. The planned office maximum dimensions are 4.3m by 2.5m with a maximum height of 2.5m, which will be sited at the back of the rear garden leaving a minimum of 0.5m at the back and sides.

Conversion of integral garage to a lounge with a wall and window to replace up-and-over door. No external alterations to size of house or drainage or hard standing.

Does the proposal consist of, or include, a change of use of the land or building(s)?

- ☐ Yes
☒ No

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

A Certificate of Lawfulness is sought to give the owner additional working space now that he works from home for at least 50% of his time and there is insufficient space inside the house. The garden office will replace a wooden child's playhouse that is currently situated in the garden. The current internal garage is too small to house a modern vehicle and its conversion to a lounge/reading room will better support the family as the children are now at secondary school age and require more space to entertain friends.

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

It is understood by the applicant that further information is not required for a Certificate of Lawfulness.

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 changes will enhance the family's living space and means they can remain in the house for the duration of their child's secondary education and therefore do not have to move to gain the space they need. Other houses in Dunstall Close have already converted their garages and others have significant buildings in their gardens, including the adjoining semi to the applicant's house. The proposed works do not alter the character of the immediate area and do not enlarge the footprint of the existing house and driveway. The adjacent gardens have high fences and hedges that will minimise any visual impact of the garden office to near neighbours, who have been made aware of the application.

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

David Fletcher

Date

23/08/2026