

TOWN AND COUNTRY PLANNING ACT 1990: SECTIONS 191 and 192 (as amended by section 10 of the Planning and Compensation Act 1991)

THE TOWN & COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND) ORDER 2015: ARTICLE 35

CERTIFICATE OF LAWFUL USE OR DEVELOPMENT

To: ET Planning,
200 Dukes Ride,
Crowthorne,
RG45 6DS.

Application No: PL/26/0517
Application type: Lawful Development: Existing
Use

Applicant: Mr Fraser Nash

The Reading Borough Council hereby certify that on 16/04/2026 the use/operations/matter described in the First Schedule to this certificate in respect of the land specified in the Second Schedule to this certificate, and edged red on the attached plan was lawful within the meaning of section 191 of the Town and Country Planning Act 1990 (as amended), for the following reason(s):

First Schedule: Change of use of a dwellinghouse (Use Class C3) to a House in Multiple Occupation (HMO) (Use Class C4) for a maximum of 6 persons as shown on the plans and documents as listed in the reason below and as included in Appendices 2 & 3 below.

Second Schedule: 259 OXFORD ROAD, READING, RG1 7PY

Date: 2nd October 2026



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**Acting Director, Planning, Transport &
Public Protection**

CONDITIONS & REASONS

The proposal has been assessed against section 191 of the Town and Country Planning Act 1990 (as amended) and Class L, Part 3, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). GPDO. It can be confirmed that the existing use is lawful for planning purposes on the basis of the following drawings/documents received 16th April 2026:

Planning Statement dated 14 April 2026

Dated 27.03.2026

Proposed Elevations North and South

Existing Layout Second Floor and Roof

Proposed Elevation East

Existing Elevation East

Existing Layout Ground Floor and First Floor

Proposed Layout Second Floor and Roof

Proposed Layout Ground Floor and First Floor

Existing Elevations North & South

Sufficient evidence has been provided to demonstrate that a Certificate of Lawfulness for the existing use as one C4 small HMO for no more than 6 occupants should be granted. This is on the expressly assumed basis that the property was originally changed from a lawful C3 dwellinghouse to C4 small HMO, having verified that it is not within Article 4 Direction, and there is no operative planning condition or other relevant restriction which have removed Class L rights. Therefore, the Local Planning Authority can issue the applicant with a Certificate of Lawfulness for the existing use.

Date: 2nd October 2026



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INFORMATIVES

1. The applicant is advised that this Certificate of Lawfulness relates solely to the existing use as one C4 HMO for 3-6 unrelated people sharing one or more basic facilities. Any increase in numbers of occupants from seven persons upwards would be classed as a Sui Generis large HMO for which separate planning permission would be required.

2. The Council expects all properties in HMO use to be properly managed in accordance with requirements under the Housing Acts and associated regulations. The Council publishes comprehensive information in its Houses in Multiple Occupation Management Pack, <http://www.reading.gov.uk/media/1412/HMOs-Management-Pack/pdf/HMOs-Management-Pack.pdf>. Landlords/ owners are advised to follow the advice in the pack to ensure compliance with the requirements of the Housing Acts. Landlords/ owners are advised that a property specific management plan should be drawn up. This plan should be given to all occupants/tenants, preferably as part of their tenancy agreement or contract. The operation of the property should be undertaken in accordance with the approved management plan.

A good management plan will include matters related to:

- Responsibilities and standards for the management of internal communal areas including kitchens, dining areas, living rooms and shared bathrooms;
- Responsibilities and standards for the management of common parts, fixtures, fittings and appliances. These must be maintained in good and clean decorative repair, maintained in a safe and working condition and kept reasonably clear from obstruction, e.g. banisters and handrails, stair coverings, windows, lighting, gardens and yards, walls and fences, etc.;
- Responsibilities and standards for the management of external areas in terms of landscaping, maintenance and tidiness, in particular areas visible from the public highway or street. This will include matters relating to the erection of Satellite dishes and television aerials;
- Responsibilities and standards for the use and tidiness of bins, binstores, and rubbish in the use of the property along with appropriate facilities to enable the recycling of waste that meets the Council's current practices;
- Responsibilities and standards for the parking of cycles.
- An undertaking to ensure all occupants/tenants will be provided with a copy of the management plan as part of their tenancy agreement or contract and the importance of complying with its measures emphasised;

Where a condition is imposed requiring the submission and approval of a management plan (usually for larger "sui generis" HMO uses), the Local Planning Authority will expect all the above matters to be addressed

Applicants should note that information on the collection of rubbish can be found on the Council's website at:

<http://www.reading.gov.uk/rubbish>

and information on the collection of bins can be found on the Council's website at:
<http://www.reading.gov.uk/binchanges>

Date: 2nd October 2026



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APPENDIX 1: LOCATION PLAN



Not To Scale

APPENDIX 2: PROPOSED GROUND & FIRST FLOOR PLANS

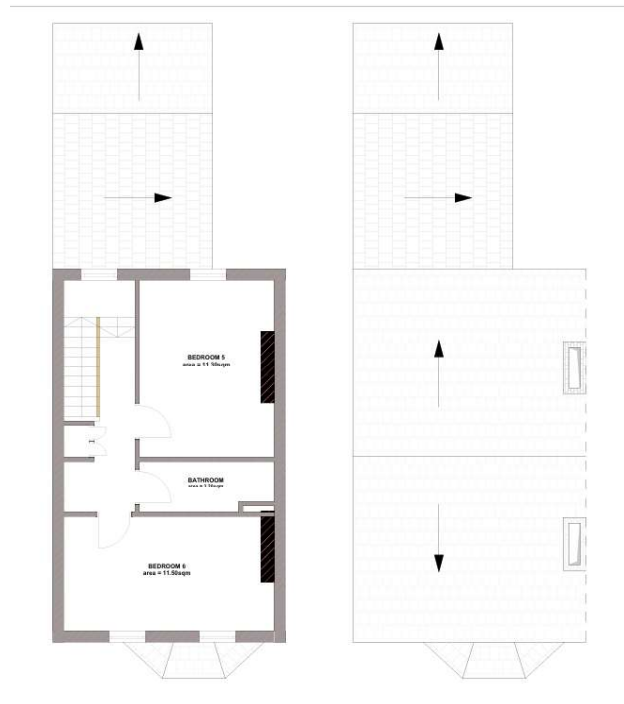


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APPENDIX 3: PROPOSED SECOND & ROOF PLANS



Notes

1. This certificate is issued solely for the purpose of section 191 of the Town and Country Planning Act 1990 (as amended).
2. It certifies that the use/operations/matter specified in the First Schedule taking place on the land described in the Second Schedule was/were lawful, on the specified date and, thus, was not/were not liable to enforcement action under section 172 of the 1990 Act on that date.
3. This certificate applies only to the extent of the use/operations/matter described in the First Schedule and to the land specified in the Second Schedule and identified on the attached plan. Any use/operations/matters which is/are materially different from that/those described or which relate/s to other land may render the owner or occupier liable to enforcement action.
4. If you are aggrieved by the decision of the Council, you may appeal to the Secretary of State under Section 195 of the Town and Country planning Act 1990.

Further information can be viewed at: <https://acp.planninginspectorate.gov.uk/>

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