

## 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)

TOP COPY

### Privacy Notice

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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory or commercial requirements relating to information security and data protection of the information you have provided.

### Local Planning Authority details:

Development Management, Economic Development and Planning,  
County Hall, Bythesea Road, Trowbridge, BA14 8JN  
Tel: 0300 456 0114 Email: [developmentmanagement@wiltshire.gov.uk](mailto:developmentmanagement@wiltshire.gov.uk)

**Wiltshire Council**

### Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website. Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

#### 1. Applicant Name and Address

|                     |                |               |        |
|---------------------|----------------|---------------|--------|
| Title:              | MR             | First name:   | ANDREW |
| Last name:          | ARCHER         |               |        |
| Company (optional): |                |               |        |
| Unit:               |                | House number: | 33     |
|                     |                | House suffix: |        |
| House name:         | NORTON HOUSE   |               |        |
| Address 1:          | HILPETER ROAD  |               |        |
| Address 2:          |                |               |        |
| Address 3:          |                |               |        |
| Town:               | TROWBRIDGE     |               |        |
| County:             | WILTS          |               |        |
| Country:            | UNITED KINGDOM |               |        |
|                     | BA14 7J3       |               |        |

#### 2. Agent Name and Address

|                     |  |               |  |
|---------------------|--|---------------|--|
| Title:              |  | First name:   |  |
| Last name:          |  |               |  |
| Company (optional): |  |               |  |
| Unit:               |  | House number: |  |
|                     |  | House suffix: |  |
| House name:         |  |               |  |
| Address 1:          |  |               |  |
| Address 2:          |  |               |  |
| Address 3:          |  |               |  |
| Town:               |  |               |  |
| County:             |  |               |  |
| Country:            |  |               |  |

### 3. Site Address Details

Please provide the full postal address of the application site.

|                                                                                               |                |               |    |               |  |
|-----------------------------------------------------------------------------------------------|----------------|---------------|----|---------------|--|
| Unit:                                                                                         |                | House number: | 33 | House suffix: |  |
| House name:                                                                                   | NORTH HOUSE    |               |    |               |  |
| Address 1:                                                                                    | HILPERTON ROAD |               |    |               |  |
| Address 2:                                                                                    |                |               |    |               |  |
| Address 3:                                                                                    |                |               |    |               |  |
| Town:                                                                                         | TROWBRIDGE     |               |    |               |  |
| County:                                                                                       | WILTS          |               |    |               |  |
| Postcode (optional):                                                                          | BA14 7JB       |               |    |               |  |
| Description of location or a grid reference.<br>(must be completed if postcode is not known): |                |               |    |               |  |
| 99/0196/<br>FUL                                                                               |                |               |    |               |  |
| Easting:                                                                                      |                | Northings:    |    |               |  |
| Description:<br>LAND THAT PASSED BUILDING<br>BY 04/01067 DOMFP 7/9/04<br>(REFERENCE AT TIME)  |                |               |    |               |  |

### 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="checkbox"/>                              | <input type="checkbox"/> |

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

| Name | Address | State the nature of their interest (if known) | State whether they have been informed about this application |                          | If No, please explain why not |
|------|---------|-----------------------------------------------|--------------------------------------------------------------|--------------------------|-------------------------------|
|      |         |                                               | Yes                                                          | No                       |                               |
|      |         |                                               | <input type="checkbox"/>                                     | <input type="checkbox"/> |                               |
|      |         |                                               | <input type="checkbox"/>                                     | <input type="checkbox"/> |                               |
|      |         |                                               | <input type="checkbox"/>                                     | <input type="checkbox"/> |                               |
|      |         |                                               | <input type="checkbox"/>                                     | <input type="checkbox"/> |                               |

## 6.. Authority Employee / 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 following statements apply to you and/or agent? ☐ Yes ☒ No

With respect to the authority, I am:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

## 7. Description of Use, Building Works or Activity

Please state for which of these you need a lawful development certificate/building works (you must tick at least one option):

An existing use:

☐ Yes

☐ No

Existing building works:

☒ Yes

☐ No

An existing use, building work or activity in breach of a condition:

☐ Yes

☐ No

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 state which one of the Use Classes of the Town & Country Planning (Use Classes) Order 1987 (as amended) the use relates to:

CONCRETE POOLS SIGNED OFF BY BUILDING REGS IN 2004. OWNER'S WIFE WAS ALREADY UNWELL AT THAT TIME AND OWNER CARED FOR HER BUT AFTER THE WORKS WERE STARTED SHE BECAME MORE COMPOSED SO ALL WAS ON HOLD WHILST OWNER COPEO WITH THAT WAS TOLD AT THE START WHEN THE POOLS WERE TOLD APPROVED AND #ASKED 'WHEN MUST WE START?' [NO HURRY]

CONT. BELOW

## 8. Description of Existing Use, Building Works or Activity

What is the existing site use(s) for which the certificate of lawfulness is being sought? Please fully describe each use and state which part of the land the use relates to:

WE'VE GOT PLOTS WHERE A START HAS BEEN MADE OVER 30 YEARS AGO! (SAYING IT COULD BE DEVELOPED WHENEVER WE WANTED). THAT WAS ANDREW MILSOM (LETTER ATTACHED). APRIL 2024 QUARTERLY SURVEYORS THEN CONFIRM IN THEIR REPORT THAT A BUILDING CONTROL OFFICER <sup>CONFIRMED</sup> THAT ALL WAS STILL VALID (REPORT ATTACHED). THAT PERSON WAS IAN HUNTER AT WILTSHIRE. HE HAS HAD A LOOK AT IT AGAIN NOW AND SAID TO FILE THIS IN (EMAIL ATTACHED). THE LAND IS AS DESCRIBED

OVERLEAF AND ATTACHED (NOT THE COACHHOUSE) IT'S AN EX ORCHARD WITH CONCRETE POOLS FOR THE PLANNED BUNGALOW WITH PLANNED ATTIC ROOMS. 15M x 22M (SEE ATTACHED.)

9. Grounds For Application For A Lawful Development Certificate

Please state under what grounds is the certificate sought (you must tick at least one box):

Where the use, building works or activity **began before 25 April 2024**:

- ☒ 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 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 change of use to 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). **SEE EXPLANATION AT 7 & 8**

Where the use, building works or activity **began on or after 25 April 2024**:

- ☐ The use, building works or activity 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 change of use requiring planning permission in the last 10 years.
- ☐ 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).

If the certificate is sought on 'Other' grounds please give details:

AS AT 7 & 8 + ATTACHMENTS - CAN PROVIDE ANYTHING ELSE NEEDED. HOPE ALL STILL LIVE OR CAN BE RESOLVED EASILY SO OWNER CAN SELL TO <sup>INTERESTED</sup> BUYER AND MOVE INTO REGAL COURT RETIREMENT APARTMENTS WITH ALARM SYSTEM AND ONSITE WARDEN AND LIFTS DUE TO HIS NEEDS AT 86 AND HIS WIFE NOW HAVING SADLY

If applicable, please give the reference number of any existing planning permission, lawful development certificate or enforcement notice affecting the application site. Include its date and the number of any condition being breached: **DIED.**

Reference Number: **99/01906/ful** Condition Number: **33b is the place** Date (DD/MM/YYYY): **7/10/04** (must be pre application submission)

Please state why a Lawful Development Certificate should be granted:

IT'S UNDERSTOOD IT'S STILL IN PLACE, IF IT ISN'T IT'S BEEN RELIED UPON REASONABLY THAT IT IS. HAD IT NOT BEEN IN PLACE WHEN ENQUIRIES WERE MADE BY SURVEYOR PRIOR ALL COULD HAVE BEEN RESOLVED THEN, NOW THE ISSUE IS PRESSING AND WILL HEAD TO

DETIMENT IF NOT RESOLVED AS SOON AS POSSIBLE - THANK YOU FOR YOUR KIND ASSISTANCE. BECAUSE ALL IS ON YOUR SYSTEMS ANYWAY I'VE PROVIDED COPIES - PLEASE SAN IF ANY ORIGINALS NEEDED - I EXPLAINED AND SOMEONE I KNEW SORIBGO THIS SO THAT'S WHY IT SAYS THE OWNER! IT MEANS ME, I AM THE OWNER CHECKING APPLICANT AND I HAVE SIGNED AFTER **CHECKING ALL IS RIGHT**

**10. Information In Support Of A Lawful Development Certificate (Continued) - Residential Information**

Does the application for a Certificate relate to a residential use where the number of residential units has changed? ☐ Yes ☒ No  
If Yes, please complete the following table: *NO BECAUSE IT WAS ALREADY*

**Proposed Housing**

|                                                | Number of Bedrooms |   |   |    |         | Total |
|------------------------------------------------|--------------------|---|---|----|---------|-------|
|                                                | 1                  | 2 | 3 | 4+ | Unknown |       |
| <b>Market Housing</b>                          |                    |   |   |    |         |       |
| Houses                                         |                    |   |   | X  |         | 4     |
| Flats & Maisonettes                            |                    |   |   |    |         |       |
| Live-Work Units                                |                    |   |   |    |         |       |
| Cluster Flats                                  |                    |   |   |    |         |       |
| Sheltered Housing                              |                    |   |   |    |         |       |
| Bedsit/Studios                                 |                    |   |   |    |         |       |
| Unknown                                        |                    |   |   |    |         |       |
| <b>Market Housing Total</b> $(a+b+c+d+e+f+g)=$ |                    |   |   |    |         |       |

|                                                       | 1 | 2 | 3 | 4+ | Unknown |  |
|-------------------------------------------------------|---|---|---|----|---------|--|
| <b>Social Rented Housing</b>                          |   |   |   |    |         |  |
| Houses                                                |   |   |   |    |         |  |
| Flats & Maisonettes                                   |   |   |   |    |         |  |
| Live-Work Units                                       |   |   |   |    |         |  |
| Cluster Flats                                         |   |   |   |    |         |  |
| Sheltered Housing                                     |   |   |   |    |         |  |
| Bedsit/Studios                                        |   |   |   |    |         |  |
| Unknown                                               |   |   |   |    |         |  |
| <b>Social Rented Housing Total</b> $(a+b+c+d+e+f+g)=$ |   |   |   |    |         |  |

|                                                      | 1 | 2 | 3 | 4+ | Unknown |  |
|------------------------------------------------------|---|---|---|----|---------|--|
| <b>Intermediate Housing</b>                          |   |   |   |    |         |  |
| Houses                                               |   |   |   |    |         |  |
| Flats & Maisonettes                                  |   |   |   |    |         |  |
| Live-Work Units                                      |   |   |   |    |         |  |
| Cluster Flats                                        |   |   |   |    |         |  |
| Sheltered Housing                                    |   |   |   |    |         |  |
| Bedsit/Studios                                       |   |   |   |    |         |  |
| Unknown                                              |   |   |   |    |         |  |
| <b>Intermediate Housing Total</b> $(a+b+c+d+e+f+g)=$ |   |   |   |    |         |  |

|                                                    | 1 | 2 | 3 | 4+ | Unknown |  |
|----------------------------------------------------|---|---|---|----|---------|--|
| <b>Key Worker Housing</b>                          |   |   |   |    |         |  |
| Houses                                             |   |   |   |    |         |  |
| Flats & Maisonettes                                |   |   |   |    |         |  |
| Live-Work Units                                    |   |   |   |    |         |  |
| Cluster Flats                                      |   |   |   |    |         |  |
| Sheltered Housing                                  |   |   |   |    |         |  |
| Bedsit/Studios                                     |   |   |   |    |         |  |
| Unknown                                            |   |   |   |    |         |  |
| <b>Key Worker Housing Total</b> $(a+b+c+d+e+f+g)=$ |   |   |   |    |         |  |

**Proposed Housing Grand Total**  $(A+B+C+D)=$ 

*GRANTED BUT YES RESIDENTIAL.*  
**Existing Housing (ON PLAN)**  
*POORS ONLY*

|                                                | Number of Bedrooms |   |   |    |         | Total |
|------------------------------------------------|--------------------|---|---|----|---------|-------|
|                                                | 1                  | 2 | 3 | 4+ | Unknown |       |
| <b>Market Housing</b>                          |                    |   |   |    |         |       |
| Houses                                         |                    |   |   | X  |         | 4     |
| Flats & Maisonettes                            |                    |   |   |    |         |       |
| Live-Work Units                                |                    |   |   |    |         |       |
| Cluster Flats                                  |                    |   |   |    |         |       |
| Sheltered Housing                              |                    |   |   |    |         |       |
| Bedsit/Studios                                 |                    |   |   |    |         |       |
| Unknown                                        |                    |   |   |    |         |       |
| <b>Market Housing Total</b> $(a+b+c+d+e+f+g)=$ |                    |   |   |    |         |       |

|                                                       | 1 | 2 | 3 | 4+ | Unknown |  |
|-------------------------------------------------------|---|---|---|----|---------|--|
| <b>Social Rented Housing</b>                          |   |   |   |    |         |  |
| Houses                                                |   |   |   |    |         |  |
| Flats & Maisonettes                                   |   |   |   |    |         |  |
| Live-Work Units                                       |   |   |   |    |         |  |
| Cluster Flats                                         |   |   |   |    |         |  |
| Sheltered Housing                                     |   |   |   |    |         |  |
| Bedsit/Studios                                        |   |   |   |    |         |  |
| Unknown                                               |   |   |   |    |         |  |
| <b>Social Rented Housing Total</b> $(a+b+c+d+e+f+g)=$ |   |   |   |    |         |  |

|                                                      | 1 | 2 | 3 | 4+ | Unknown |  |
|------------------------------------------------------|---|---|---|----|---------|--|
| <b>Intermediate Housing</b>                          |   |   |   |    |         |  |
| Houses                                               |   |   |   |    |         |  |
| Flats & Maisonettes                                  |   |   |   |    |         |  |
| Live-Work Units                                      |   |   |   |    |         |  |
| Cluster Flats                                        |   |   |   |    |         |  |
| Sheltered Housing                                    |   |   |   |    |         |  |
| Bedsit/Studios                                       |   |   |   |    |         |  |
| Unknown                                              |   |   |   |    |         |  |
| <b>Intermediate Housing Total</b> $(a+b+c+d+e+f+g)=$ |   |   |   |    |         |  |

|                                                    | 1 | 2 | 3 | 4+ | Unknown |  |
|----------------------------------------------------|---|---|---|----|---------|--|
| <b>Key Worker Housing</b>                          |   |   |   |    |         |  |
| Houses                                             |   |   |   |    |         |  |
| Flats & Maisonettes                                |   |   |   |    |         |  |
| Live-Work Units                                    |   |   |   |    |         |  |
| Cluster Flats                                      |   |   |   |    |         |  |
| Sheltered Housing                                  |   |   |   |    |         |  |
| Bedsit/Studios                                     |   |   |   |    |         |  |
| Unknown                                            |   |   |   |    |         |  |
| <b>Key Worker Housing Total</b> $(a+b+c+d+e+f+g)=$ |   |   |   |    |         |  |

**Existing Housing Grand Total**  $(E+F+G+H)=$

## 11. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority (LPA) has been submitted.

The burden of proof in a Lawful Development Certificate is firmly with the applicant and therefore sufficient and precise information should be provided.

The original and 3 copies\* of a completed dated application form:



The original and 3 copies\* of such evidence verifying the information included in the application as you can provide:



The original and 3 copies\* of a plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North:



The correct fee:



\*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

## 12. Declaration

I/we hereby apply for a Lawful Development Certificate as described in this form 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.

Signed - Applicant

Or signed - Agent

[Redacted Signature]

N/A.

Date (DD/MM/YYYY):

29/11/25

(date cannot be pre-application submission)

### WARNING:

The amended section 194 of the 1990 Act provides that it is an offence to furnish false or misleading information or to withhold material information with intent to deceive. Section 193(7) enables the authority to revoke, at any time, a certificate they may have issued as a result of such false or misleading information.

## 13. Applicant Contact Details

Telephone numbers

[Redacted Contact Details]

## 14. Agent Contact Details

Telephone numbers

Country code: National number: Extensor number:  
Country code: Mobile number (optional):  
Country code: Fax number (optional):  
Email address (optional):

## 15. 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? (Please select only one)

☐ Agent

☒ Applicant

☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

[Redacted Contact Name]

[Redacted Telephone Number]

Email address:

[Redacted Email Address]