

Development Management, Economic Development and Planning,
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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	25
Suffix	
Property Name	
Address Line 1	25 Whitegates
Address Line 2	Upper Castle Combe
Address Line 3	
Town/city	Chippenham
Postcode	SN14 7HQ

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

Easting (x)	Northing (y)
384467	177828
Description	

Applicant Details

Name/Company

Title

Mr

First name

Jean Pierre

Surname

Caruana

Company Name

Address

Address line 1

25 Whitegates

Address line 2

Upper Castle Combe

Address line 3

Town/City

Chippenham

County

Country

United Kingdom

Postcode

SN14 7HQ

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)

The proposal comprises minor external alterations to the existing dwelling.

At the front of the property, an existing open porch will be enclosed through the construction of lightweight walls within the existing porch footprint, and the installation of a new external front door. The existing internal front door will be retained. No increase in the overall footprint or height of the porch is proposed, and the works remain entirely within the existing porch area.

At the rear of the property, an existing window opening will be altered to form a new doorway to accommodate the installation of French doors. This will involve the removal of the existing window unit and minor structural adaptation of the opening, with suitable lintel support provided where required.

Additionally, a ground floor window adjacent to the proposed French doors will be modified by raising the cill level and narrowing the window opening. This alteration is to facilitate the installation of a kitchen worktop internally.

Furthermore, an existing doorway within the rear extension will be sealed and infilled with brickwork to match the existing building.

No new access points to the highway are proposed. There are no changes to parking arrangements, hardstandings, boundary treatments, or means of enclosure. Drainage arrangements will remain unchanged. The works do not extend the building beyond its existing footprint.

All proposed works are illustrated on the submitted plans, including existing and proposed elevations and floor plans, with dimensions indicating the extent of the alterations.

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

The property at 25 Whitegates, Castle Combe, Chippenham, SN14 7HQ is an existing lawful residential dwellinghouse (Use Class C3) that has been occupied and used as a single private dwelling for a considerable period.

The existing building has been constructed and occupied in accordance with planning legislation, and there is no evidence to suggest that it constitutes unauthorised development. The proposed works relate solely to minor external alterations and do not involve any change of use, intensification of use, or increase in the size or footprint of the dwelling.

The existing structure, including the areas subject to alteration (the front porch, rear window opening to be converted into French doors, the adjacent ground floor window to be modified, and the existing rear extension doorway to be infilled), forms part of the established lawful residential building. These elements are integral to the original dwelling and its subsequent lawful use.

The proposed modifications—including the enclosure of the existing porch, the alteration of a window to form a doorway, the raising of a window cill and narrowing of the opening, and the infilling of an existing doorway—are minor in nature and do not alter the lawful planning status of the building.

All works are confined within the curtilage of the dwellinghouse and do not result in any material change to its established lawful use as a single residential dwelling.

Accordingly, the existing use of the land and buildings as a single residential dwellinghouse is considered lawful.

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

- Location plan (OS-based, showing the site edged in red and any additional land in blue)
 - Existing and proposed floor plans
 - Existing and proposed elevations
 - Site/block plan showing the position of the dwelling within the plot
 - Photographs of the existing front porch and rear elevation
- No specific planning permissions are relied upon for this application, as the proposal is considered to fall within permitted development and is submitted for confirmation by way of a Certificate of Lawful Development.

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 development comprises minor external alterations to an existing lawful dwellinghouse (Use Class C3) and is considered to fall within the scope of permitted development rights granted by the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), subject to the relevant limitations and conditions.

The enclosure of the existing open porch would be carried out within the existing porch footprint and would not result in any increase in the overall footprint or height of the dwellinghouse. The proposal satisfies the criteria for porch development permitted under Class D of Part 1, Schedule 2 of the GPDO, including that the development would not exceed 3 metres in height and would not be within 2 metres of any boundary with a highway.

The proposed replacement of the existing rear window with French doors constitutes a minor alteration to the rear elevation of the dwellinghouse. The works do not involve any extension of the building, increase in volume, or material change in use. The alteration is limited to the substitution of an existing opening with a door assembly and does not exceed the limitations of permitted development rights.

In addition, a ground floor window adjacent to the proposed French doors will be modified by raising the cill level and narrowing the window opening to facilitate internal kitchen layout requirements. This alteration represents a minor change to an existing opening and does not result in any enlargement of the building or conflict with permitted development limitations.

Furthermore, an existing doorway within the rear extension will be sealed and infilled with brickwork to match the existing building. This element of the proposal constitutes a minor external alteration and does not materially affect the external dimensions or planning status of the dwelling.

The proposed development does not include any extension beyond the curtilage of the dwellinghouse, does not involve the creation of a new dwelling, and does not give rise to any change of use. There are no proposed changes to access arrangements, parking provision, or site drainage.

Accordingly, it is considered that the proposed works fall within permitted development rights and that a Certificate of Lawful Development should be granted to confirm that the proposals are lawful.

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

Jean Pierre Caruana

Date

22/04/2026

Amendments Summary

I confirm that the plans have now been amended to address the validation comments. The drawing scales have been revised to ensure they are clearly legible and include the appropriate scale notation.

In addition, the application description has been updated to include the amendments relating to the reduction in size of the second rear window and the infilling of the existing doorway, ensuring consistency between the application form and submitted drawings.

Please find the updated documents uploaded to the portal.

I trust this addresses the issues raised and the application can now be validated. Should you require any further information, please do not hesitate to contact me.