Application Number	
Date Logged	
Receipt No	Fee Received
Card	Other
KIRKLEES COUNCIL VALIDATION CHECKLIST	SUPPLY 1 COPY ONLY

Planning - PO Box 1720, Huddersfield, HD1 9EL
E-mail: planning.portal@kirklees.gov.uk **Tel:** 01484 414746

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: 44

Suffix:

Property Name: Oak Lodge

Address Line 1: Stubley Farm Road

Address Line 2:

Address Line 3: Kirklees

Town/city: Heckmondwike

Postcode: WF16 9DD

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

Easting (x): 421442

Northing (y): 424845

Description:

Applicant Details

Name/Company

Title

Miss

First name

Amy

Surname

Macfarlane

Company Name

Care in Mind

Address

Address line 1

Hope House, Hercules Business Park

Address line 2

Birdhall Lane

Address line 3

Hope House

Town/City

Stockport

County

Country

United Kingdom

Postcode

SK3 0UX

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

◯ Yes
⊘ No

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

⊘ Yes
◯ No

If Yes, please give a full description of the scale and nature of the proposed use, including the processes to be carried out, any machinery to be installed and the hours the proposed use will be carried out

Application for the change of use of an existing C3 dwelling house to a C3(b) dwelling house for up to six young people living together as a single household and receiving care. There are no planned alterations externally thus maintaining the current look and feel of the property and associated materials.

If Yes, please fully describe the existing or the last known use, with the date when this use ceased

Application for a lawful change of use from current C3 to C3(b).

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 current facility is a existing C3 residential home and we wish to change this to C3(b) home. For use as a dwelling house by not more than six residents living together as a single household.

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

The Applicant is an experienced operator of a number of C3(b) dwelling houses across the North-West of England and Yorkshire. It intends to use the Property as a C3(b) dwelling house. Prior to commencing the C3(b) use, the Applicant wishes to obtain a CLOPUD from the Council, confirming that the Property may be used lawfully as a C3(b) dwelling house, without the need for planning permission, in the way set out in this Application.

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.

Change of use

Is the proposed operation or use

- [x] Permanent
- [ ] Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

The property is currently a C3 a change of use to a C3(b) is not development and therefore does not require planning permission.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [x] Yes
- [ ] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [ ] Yes
- [x] 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
- [x] No

Interest in the Land

Please state the applicant's interest in the land

- ◯ Owner
- ◯ Lessee
- ⊘ Occupier
- ◯ Other

If Lessee or Occupier, please give details of the owner and state whether they have been informed in writing of this application

***** REDACTED ******

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

Amy Macfarlane

Date

14/08/2025