Application Number	
Date Logged	
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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: 38

Suffix:

Property Name:

Address Line 1: Oakes Lane

Address Line 2: Brockholes

Address Line 3: Kirklees

Town/city: Holmfirth

Postcode: HD9 7AR

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

Easting (x): 415485

Northing (y): 410754

Description:

Applicant Details

Name/Company

Title

Mr

First name

Jordan

Surname

Cathcart

Company Name

DC-Collective

Address

Address line 1

Unit D, the dye works, albert street

Address line 2

Address line 3

Town/City

Huddersfield

County

West Yorkshire

Country

United Kingdom

Postcode

HD1 3RE

Are you an agent acting on behalf of the applicant?

- [x] 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?

- [x] 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 proposed works include: + Construction of a rear flat-roof dormer to the main roof slope to create additional headroom and improved usable space within the existing loft. + Integration of the dormer with the existing roof structure, using materials to match or complement the existing roof covering and external finishes to ensure a coherent appearance. + Installation of new windows within the dormer to provide natural light and ventilation to the loft room. + Minor internal alterations to reconfigure the study area and improve the staircase landing arrangement. + No changes are proposed to the existing front roof slope, principal elevation, or building footprint. + No alteration to the site access, boundary treatment, or drainage arrangements. The dormer has been designed to remain subservient to the main roof, in keeping with the character of neighbouring properties, and will not result in any unacceptable overlooking or loss of amenity to adjacent dwellings.

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

- [ ] Yes
- [x] No

Has the proposal been started?

- [ ] Yes
- [x] 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 existing property is a lawful single dwellinghouse (Use Class C3). The property has been in continuous residential use for a significant period, with Council Tax and utility records confirming occupation as a private dwelling. The existing loft space is accessed via a permanent staircase and used as ancillary accommodation (a small study) within the main dwelling. No enforcement action has been taken, and the structure is consistent with the approved residential character of the area.

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

Existing and Proposed Drawings are accompanied with 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.

C3 - Dwellinghouses

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 proposed rear dormer complies with the provisions of Schedule 2, Part 1, Class B of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). Specifically: The dormer will be constructed on the rear roof slope only. The additional roof volume created will not exceed 50 m³ for a semi-detached property. The dormer will not extend beyond the highest part of the existing roof. The dormer will be set back a minimum of 200 mm from the eaves, and materials will match or closely resemble the existing roof covering. No part of the dormer will project beyond the plane of the existing front roof slope facing the highway. No side-facing windows are proposed. Therefore, the works constitute permitted development under the GPDO 2015 and do not require full planning permission. A Lawful Development Certificate should accordingly be granted to confirm the lawful status of the proposed dormer extension.

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?

- [x] The agent
- [ ] 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
⊘ 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

Jordan Cathcart

Date

30/01/2026