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: 152

Suffix:

Property Name:

Address Line 1: Woodside Road

Address Line 2: Beaumont Park

Address Line 3: Kirklees

Town/city: Huddersfield

Postcode: HD4 5JF

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

Easting (x): 412473

Northing (y): 414513

Description:

Applicant Details

Name/Company

Title

Mr.

First name

Yasin

Surname

Mohammed Din

Company Name

Address

Address line 1

152 Woodside Road

Address line 2

Beaumont Park

Address line 3

Town/City

Huddersfield

County

Kirklees

Country

Postcode

HD4 5JF

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

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

Agent Details

Name/Company

Title

Mr

First name

Muhammad

Surname

Riaz

Company Name

Faisal Building Solution

Address

Address line 1

unit 11 & 12

Address line 2

county workshops,

Address line 3

wood St Dewsbury

Town/City

West Yorkshire

County

Country

United Kingdom

Postcode

WF13 1QU

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)

Internal conversion of the existing garage into a home office for sole use by the homeowner. Minor external works include a 4m Slide & Stack Door and a lightweight rear canopy, reduced to a height of 2325mm to comply with permitted development limits. No staircase or roof access is proposed. The internal layout is simplified to a single workstation. There is no increase in footprint, and the works are incidental to the dwelling, with no impact on neighbouring properties.

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 use of the land is residential (Use Class C3). The garage forms part of the dwelling and has only been used for domestic purposes. The proposed works involve converting the garage into a home office incidental to the main dwelling, with a rear canopy reduced in height to 2325mm and no staircase. There is no change of use, and the building remains part of the lawful residential property.

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

COUNCIL TAX BILL

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 proposal involves the internal conversion of the existing garage into a home office for use incidental to the main dwelling. The office will be used solely by the homeowner for quiet, desk-based work, with no clients or staff. External alterations include a 4m Slide & Stack Door and a lightweight rear canopy reduced to 2325mm in height. The previously proposed spiral staircase has been removed. There is no increase in footprint, and the works fully comply with Class E of Part 1, Schedule 2 of the GPDO 2015 (as amended).

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?

- [x] 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):

Officer name:

Title

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

First Name

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

Surname

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

Reference

Application 2025/CL/92134/W (email correspondence)

Date (must be pre-application submission)

14/10/2025

Details of the pre-application advice received

Following the refusal of Application 2025/CL/92134/W, the officer confirmed that the internal garage conversion could be acceptable as a home office incidental to the dwelling, provided that: no staircase or roof access is included, the rear canopy complies with Class E limits (maximum 2.5m within 2m of the boundary), and the internal layout is for single-person use only. The officer advised that amended plans reducing the canopy height and removing the staircase could be resubmitted as a new Lawful Development Certificate application.

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

Muhammad Riaz

Date

26/02/2026