



Application Number	
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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	12
Suffix	
Property Name	
Address Line 1	Moorland View
Address Line 2	Meltham
Address Line 3	Kirklees
Town/city	Holmfirth
Postcode	HD9 5QJ

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

Easting (x)	Northing (y)
409285	410711
Description	

Applicant Details

Name/Company

Title

Mr

First name

Steven

Surname

Williams

Company Name

Address

Address line 1

12Moorland view

Address line 2

Meltham

Address line 3

Holmfirth

Town/City

County

Country

GB

Postcode

HD95QJ

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

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

We believe the use of the existing land to be lawful as planning permission was granted to the builder (Heywood Homes) for the development of the residential site.

We are wanting to retain the same use however wish to install an aluminium pergola within 2 metres of our boundary (in the rear garden), the dimensions of which are 403.2 cm (width) x 290.8 cm (depth) x 240 cm (height). It is worth noting (as shown in photographs provided) that the property (before we took ownership) did have a pergola installed however we don't have the specific measurements for this as we removed the structure.

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

We have included the following, to assist with your review/consideration:

1. Photographs of the original pergola (installed by the builder before we took ownership of the property).
2. Photographs of the garden in its existing state, marked out to show where the proposed new aluminium pergola would be installed.
3. Diagrams showing the dimensions of the new aluminium pergola we wish to install.

Select the use class that relates to the existing or last use.

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?

We believe that the LDC should be granted as we are not intending to change the use of our garden and there was a pergola in situ from the outset of the property being built. The proposed new aluminium pergola will be installed in the same location in the garden as the previous pergola.

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

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

N/A

Date (must be pre-application submission)

15/07/2026

Details of the pre-application advice received

In summary, we believe the guidance given directed us to the submission of an application for a certificate of lawfulness, as we believe the permitted development rights have been removed - this guidance was received by email.

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

Steven Williams

Date

19/07/2026