

Planning Department
Manchester City Council
PO Box 532
Manchester
M60 2LA

6 October 2025

Dear Sir/Madam

APPLICATION FOR CERTIFICATE OF LAWFULNESS (EXISTING USE) UNDER SECTION 191 OF THE TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED)
13 MANCHESTER ROAD, CHORLTON, MANCHESTER, M21 9JQ
PLANNING PORTAL REF: PP-14383744

We write on behalf of our client, Square Space Investments Limited, to apply for a Certificate of Lawfulness in respect of the existing use of the above property as five self-contained residential flats. The application has been submitted via the Planning Portal.

This application seeks formal confirmation from Manchester City Council that the property has been in continuous use as five independent dwellings for a period exceeding ten years, and that such use is therefore lawful under the provisions of Section 191 of the Town and Country Planning Act 1990 (as amended).

The following documentation is enclosed in support of the application:

- Completed application forms and ownership certificate
- Site location plan (scale 1:1250)
- Existing Ground Floor and Basement Floor Plan (drawing ref: K1194/01)
- Existing First and Second Floor Plan (drawing ref: K1194/02)
- Supporting evidence demonstrating continuous residential use for more than ten years, including:
 - Council Tax records from the existing owner;
 - Utility bills and other relevant householder bills from the existing owner;
 - Statutory declaration from the existing owner.

Payment of the required application fee (£2,940 + £85 service fee) has been made via the Planning Portal.

SITE BACKGROUND

The application site comprises a large semi-detached, bay fronted Victorian house located on Manchester Road in Chorlton. It is located in the centre of Chorlton and has been occupied by the existing owner by his family, since his parents purchased it in the 1960s.

The property was previously subdivided by the existing owners' parents at some point during the 1960s. The existing owner took ownership in the 1980s and has occupied the flats with various members of his families.

On the ground and first floor, there is 1 bedsit and 1, two bedroom apartment per floor. On the second floor there is 1, one bedroom apartment. The basement is vacant and used for storage.

The supporting evidence for the certificate of lawfulness consists of council tax bills, pension statements, utility bills and a statutory declaration confirming this. For your information, the property is in the process of being sold and this application is submitted on behalf of the future new owners.

We trust that the information provided is sufficient to enable the Council to confirm the lawfulness of the existing use of the building as five self-contained residential flats. Should any further information or clarification be required, please do not hesitate to contact us.

Yours faithfully,



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