MANCHESTER CITY COUNCIL
Planning
Telephone: 0161 234 4516
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PO Box 532 Town Hall
Manchester M60 2LA

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: 25

Suffix:

Property Name:

Address Line 1: Churchwood Road

Address Line 2:

Address Line 3: Manchester

Town/city: Manchester

Postcode: M20 6TZ

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

Easting (x): 384563

Northing (y): 391167

Description:

Applicant Details

Name/Company

Title

Dr

First name

Maxwell

Surname

Barton

Company Name

Address

Address line 1

25 Churchwood Road

Address line 2

Address line 3

Town/City

Manchester

County

Country

United Kingdom

Postcode

M206TZ

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?

- [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)

Basement conversion of existing basement into habitable living space. The proposed works are not materially altering the appearance of the property as there is an existing light well already.

Main works are as follows:

To dig out a hole for the sump – location tbc;
To drop existing ceilings;
To supply and install appropriate channels leading to sump and single pump station;
To supply and install a sump and single pump station;
To supply and install specialist tanking membrane (Wykamol CM8) to floor;
To pour new solid floor with high perfomance concrete screed and laser level;
(please note that flooring finishes i.e. laminate/carpet to be supplied and fitted by customer and are not included for in this quote);
To supply and install 100mm Rockwool insulation to the cellar ceiling between the joists;
To supply and fit specialist tanking membrane to cellar walls with specialist plugs and seals and join to floor membrane with specialist tapes;
To supply and install insulation to external walls;

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 site is an existing single-family residential dwelling (Use Class C3). The property has been in continuous lawful residential use as a dwellinghouse for many years.

The existing basement forms part of the original building and has historically been used for ancillary domestic purposes associated with the main dwelling. The building is lawful and was constructed under the appropriate permissions or is lawful by virtue of its age.

The proposed works involve internal alterations and improvement of the existing basement space and do not involve any change of use of the land or building.

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

A Lawful Development Certificate should be granted as the proposed works do not constitute development requiring planning permission under Section 55 of the Town and Country Planning Act 1990.

The proposal involves internal alterations and improvement to the existing basement within a lawful single dwellinghouse (Use Class C3). There is no material change of use, no increase in floorspace beyond the existing building envelope, and no external alterations that would affect the appearance of the building.

The use of the basement space remains ancillary to the enjoyment of the dwellinghouse and does not result in the creation of a separate planning unit.

Accordingly, the proposed works are lawful and fall within permitted development or are not considered development for the purposes of planning control.

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

Date (must be pre-application submission)

06/11/2025

Details of the pre-application advice received

Mr Joshua Lee informed me that it is unlikely that planning permission is required for the conversion as the external appearance of the property will not be materially altered and the use will remain within Class C3., but that it would be advisable to apply for a Lawful Development Certificate (LDC) for peace of mind

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

- [x] 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.

- [x] I / We agree to the outlined declaration

Signed

Maxwell Barton

Date

15/12/2025