

Newport City Council

Newport City Council
Regeneration Investment & Housing
Civic Centre
Godfrey Road
Newport NP20 4UR

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Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990

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 Details

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 Suffix

Property Name

Address Line 1

Address Line 2

Town/city

Postcode

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

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mr.

First name

Isuru

Surname

Liyana Arachchige

Company Name

Address

Address line 1

18 Willenhall Street

Address line 2

Address line 3

Town/City

Newport

Country

GB

Postcode

NP19 0DJ

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

This application seeks approval for the conversion of the existing attached single garage (internal dimensions approximately 2.4m x 4.8m / 8ft x 16ft) into an ancillary home office space (2.4m x 3.30m) and utility room (2.4m x 1.5m).

The existing vehicle garage door will be removed and replaced with a brick infill wall. Materials will closely match the existing brickwork of the main dwelling to ensure visual integration with the street scene. A new window will be fitted to the front elevation to provide natural light and ventilation to the new habitable space, proportioned to match existing house windows. Internal works will include an insulated stud partition wall separating the study and utility area, connection to heating via the existing central heating system, and drainage connections to the adjacent ground-floor WC.

The existing internal entrance width of the garage is highly restrictive, measuring just 2.18 m (approx. 7 ft). This falls significantly short of standard local highways guidance and modern functional parking space dimensions (typically requiring a minimum width of 2.5 m to 3.0 m to allow vehicle doors to open). In practical terms, the current garage cannot accommodate a modern private motor vehicle while allowing driver or passenger egress. As such, converting this space into habitable accommodation results in no actual loss of functional off-street parking capacity. Please refer to the planning application reference number - 12/0087 which has granted a similar decision stating the garage is deemed too small to be included within the existing parking provision.

While the existing driveway already provides adequate day-to-day parking and there is no loss of any off street parking space due to the conversion, I'm still willing and planning further to enhance the site's off-street parking provision. Following the completion of the garage conversion, work is planned to extend the hardstanding across the front plot area, creating a dedicated, multi-car parking layout fully aligned with local authority standards. This upgrade will be delivered as a secondary phase following the internal works to manage project sequencing and financial constraints.

Has the work already been started without planning permission?

- ☒ Yes
- ☐ No

If Yes, please state when the development or work was started (date must be pre-application submission)

01/09/2026

Has the work already been completed without planning permission?

- ☐ Yes
- ☒ No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle or pedestrian access proposed to or from the public highway?

- ☐ Yes
- ☒ No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

- ☐ Yes
- ☒ No

Please show details of any existing or proposed rights of way on or adjacent to the site, as well as any alterations to pedestrian and vehicle access, on your plans or drawings.

Trees and Hedges

Are there any trees or hedges on the site or adjoining the proposed site that would be affected by the development proposal?

- ☐ Yes
☒ No

If you have answered Yes, you may need to provide a survey before your application can be validated. Your local planning authority can advise on whether a survey is required, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'

Biodiversity and Geological Conservation

Does your proposal involve:

(i) demolition of a building?

- ☐ Yes
☒ No

(ii) alterations or enlargement to your roof?

- ☐ Yes
☒ No

(iii) the loss of any trees or hedgerows?

- ☐ Yes
☒ No

If you have answered Yes to any of the above questions, you may be required to submit a biodiversity survey to your local planning authority with your application form.

Your local planning authority will be able to advise you further, guidance is also available in the help text.

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? (Please select only one)

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has pre-application advice been sought from the local planning authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant 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

Do any of these statements apply to you?

- ☐ Yes
☒ No

Ownership Certificates

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Please answer the following questions to determine which Certificate of Ownership you need to complete: A,B,C or D.

Are you the sole owner of ALL the land?

- ☒ Yes
☐ No

Certificate of Ownership - Certificate A

I certify/the applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least seven years left to run) of any part of the land or building to which the application relates.

Person Role

- ☒ The Applicant
☐ The Agent

Title

Mr.

First Name

Isuru

Surname

Liyana Arachchige

Declaration Date

08/09/2026

☒ Declaration made

Agricultural Holding Certificate

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Agricultural land declaration - you must select either A or B

- ☒ (A) None of the land to which the application relates is, or is part of an agricultural holding
☐ (B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below

Person Role

- ☒ The Applicant
☐ The Agent

Title

Mr.

First Name

Isuru

Surname

Liyana Arachchige

Declaration Date

08/09/2026

☒ Declaration made

Declaration

I/We hereby apply for Householder planning permission 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:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be made available 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

Isuru Liyana Arachchige

Date

09/09/2026