

Householder Enquiry Form

Do I require planning permission?



Householder Planning Advice

Certain types of works to your dwelling do not require planning permission. You can use this form to find out whether permission is required for your project. This form covers the most common projects - If yours is not covered, please use our general Planning Advice Enquiry Form.

Our advice will be based on the information you provide on this form and any additional details (such as plans) submitted. Therefore the more detailed information you can give about the proposal, the more informal planning advice we can provide on what you are intending to do. This form identifies the basic information that is needed in order to advise you.

If we advise you that you require planning permission you can use our general Planning Advice Enquiry Form to find out whether the principles of your proposal are acceptable or not in planning terms i.e. whether planning permission is likely to be granted.

Applicant Details

Name:	
Address:	
Postcode:	Telephone:
E-mail address	

Agent Details (if applicable)

Name:	
Address:	
Postcode:	Telephone:
E-mail address	

The Proposal

Address of proposed development:

What are you proposing to do?

Is your home:

- ☐ Detached
- ☐ Semi-detached
- ☐ Terraced (including end terrace properties)
- ☐ Flat or apartment

Please use sections A-E (where relevant) to provide more details about your proposal.

Section A - Extensions & Conservatories

A1. Proposed extensions to the property -

Please provide the external dimensions (in metres) of the proposed extensions below:

Type of extension e.g. conservatory, extension, balcony	Length	Width	Height		
			To ridge	To eaves	Flat roof

A2. Is the proposed extension to the side, rear or front of the property?

Side ☐

Rear ☐

Front ☐

A3. What is the width of the original property? (side extensions only)

_____ metres

A4. Is the proposed extension:

Single storey ☐

More than one storey ☐

First floor extension ☐



A5. Will any part of the works be higher than the existing dwelling, or will the proposed extension's eaves height be higher than the original eaves height?:

Yes ☐

No ☐

A6. Will the extension be attached to an original wall or earlier extension?

Original wall of the property ☐

An earlier extension ☐

A7. Will the extension (including any previous extensions and outbuildings) cover more than 50% of the total area of land surrounding the original house?

Yes ☐

No ☐

A8. Does the proposal include a raised platform, veranda or balcony that is more than 300mm above ground level?

Yes ☐

No ☐

A9. Will the materials used be of a similar appearance to the existing house?

Yes ☐

No ☐

A conservatory is proposed ☐

Section B - Outbuildings, Garages, Sheds & Enclosures

B1. Is the proposed building to be located to the side, rear or front of the property? Side ☐ Rear ☐ Front ☐

B2. Is the proposed building: Single storey ☐ More than one storey ☐

B3. Proposed outbuildings -

Please provide the external dimensions of the proposed building(s) below:

Type of outbuilding e.g. shed, garage	Length (m)	Width (m)	Height (m)		
			To ridge	To eaves	Flat roof

B4. Will the building be within 2 metres of any boundary? Yes ☐
No ☐

B5. Will the building (including any previous extensions and outbuildings) cover more than 50% of the total area of land surrounding the original house? Yes ☐
No ☐

B6. Does the proposal include a raised platform, veranda or Balcony that is more than 300mm above ground level? Yes ☐
No ☐

Section C - Porches

C1. What is the external floor area of the porch? _____ square metres

C2. What is the height of the porch? _____ metres

C3. Is the porch within 2m of the road or footpath outside your property? Yes ☐ No ☐

Section D - Walls, Fences & Gates

D1. At its closest point, how far will the proposal be to the nearest footpath or road? _____ metres

D2. What will be the maximum height of the proposed enclosure above ground level? _____ metres

Section E - Dropped Kerbs, Driveways & Hardstanding

- E1.** What is the name of the road that the proposed access will connect to? _____
- E2.** If you are proposing additional hard surfacing, is it to the front, side or rear of the property? None proposed ☐ Front ☐
Side ☐
Rear ☐
- E3.** What is the total surface area of the hard surfacing proposed? _____ square metres
- E4** What material will be used to create the area of hardstanding? _____

The following information is required in addition to the completion of this form:

- **Site Location Plan** with the site clearly identified with a red edge. The plan should show the proposal site and its location in relation to surrounding buildings and roads.
- **Site Layout Plan** showing your proposal and its relationship to boundaries, existing buildings, roads, footpaths, any trees and any other features that need to be taken into account.

It may also be beneficial to provide the following:

- **Sketch** of existing and proposed elevations (for extensions, outbuildings and porches)
- **Sketch** of existing and proposed floor plans (for extensions, outbuildings and porches)
- **Photographs**

Dimensions should be clearly indicated on any plans.