

Do you require Planning Permission or Building Regulations consent for building works at your home?



Environmental Services Department

Please complete this form to help us decide whether your proposal requires Planning Permission or Building Regulations consent
Please complete in black ink only

Name

Address

Postcode

Telephone

e-mail

Address of proposed development if different from above:

1. About the existing dwellinghouse:

This part of the form allows us to check if the works you intend to do to your home fall within the rules of 'permitted development', which means planning permission is not required.

Permitted development rights (where they exist) only apply to residential curtilages. This is the area normally within the boundaries of a property surrounding the main building and used in connection with it.

Are the proposed works occurring within a residential curtilage?

Yes

No

What type of dwelling do you live in?

Detached

Semi-detached

Terraced

Flat

Does the dwelling have any other extensions or outbuildings which have been added by you or another occupier?

Yes No

If yes, please give details below:

Type and location of addition	Length	Width	Height

2. About the proposed works:

Please ensure all measurements are in metres, measured externally and from ground level.

Do the works involve the laying out of a driveway? Yes No

Do the works include the creation of a new vehicular access? Yes No

Do the works involve the extension of the garden curtilage or the movement of a boundary wall/fence? Yes No

Please give a description of the proposed works and complete the relevant section below:

A. Please complete this section if the works involve the erection of an extension (including porches and conservatories)

Which elevation do you plan to extend from? Front Side Rear

What are the dimensions of the proposed extension?

Length	Width	Height to eaves	Height to ridge / highest point

B. Please complete if the works involve an addition or alteration to a roof:

Will the proposal be higher than the ridge height of the existing dwelling?

Yes No

If the proposal is a dormer, which roof slope is the dormer to be sited in?

Front Side Rear

What is the size of the proposed alteration?

Length	Width	Height to eaves	Height to ridge / highest point

C. Please complete if the works involve the erection of an outbuilding:

Where will the outbuilding be sited in relation to the dwellinghouse?

Front Side Rear

What are the sizes of the proposed outbuilding?

Length	Width	Height to eaves	Height to ridge / highest point

D. Other Works

Please give details of the works if the proposal is a garage conversion, loft conversion or internal alterations only. Please tell us about any proposed insertions such as doors, bay windows or roof lights.

3. **Building Regulations Consent**

All house extensions and loft/garage conversions require Building Regulations consent whether or not planning permission is required.

Garages, porches and conservatories may need consent, please supply the following details to allow us to check this.

A. Please give details of the materials to be used:

	Wall Construction	Roof Construction
Garage		
Conservatory		

B. Please give details of the means of separation from the dwelling (please tick one method)

	Existing Door	New Door in same opening as existing door	New door in a new or widened structural opening
Porch			
Conservatory			

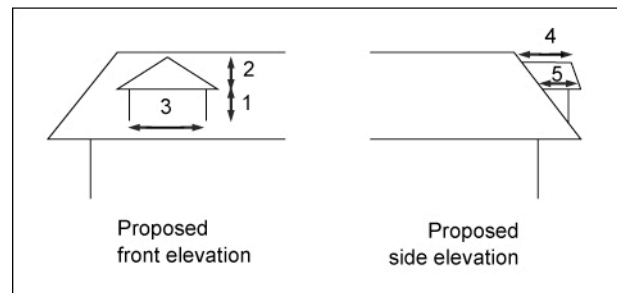
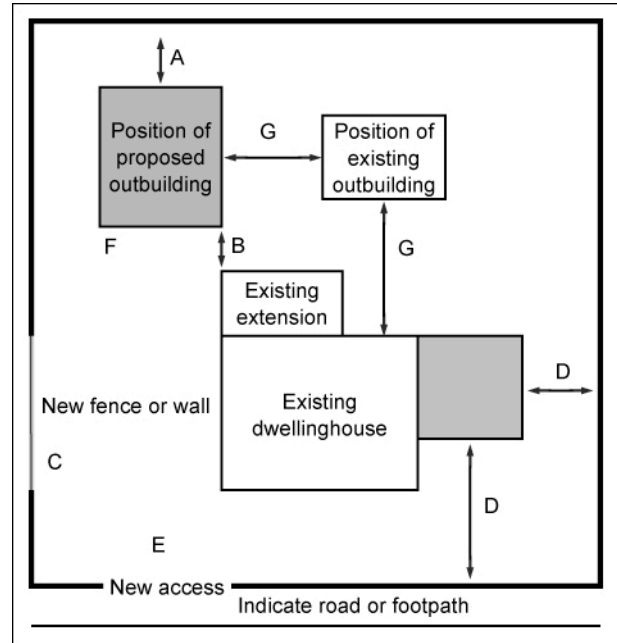
C. Please give details of other alterations, rebuild, repairs, maintenance or renovation works proposed.

Works	Details
Electrical Works	
Garage Conversions	
Installing bathroom	
Installing shower	
Installing Toilet	
Drainage works	
Installing or replacing a boiler	
Removal of walls, even if not load-bearing	
Replacement windows or doors with glazing exceeding 50% of face area of door	
Rebuilding, repairs, maintenance or renovation works of any kind to floors, walls, ceilings or roofs.	

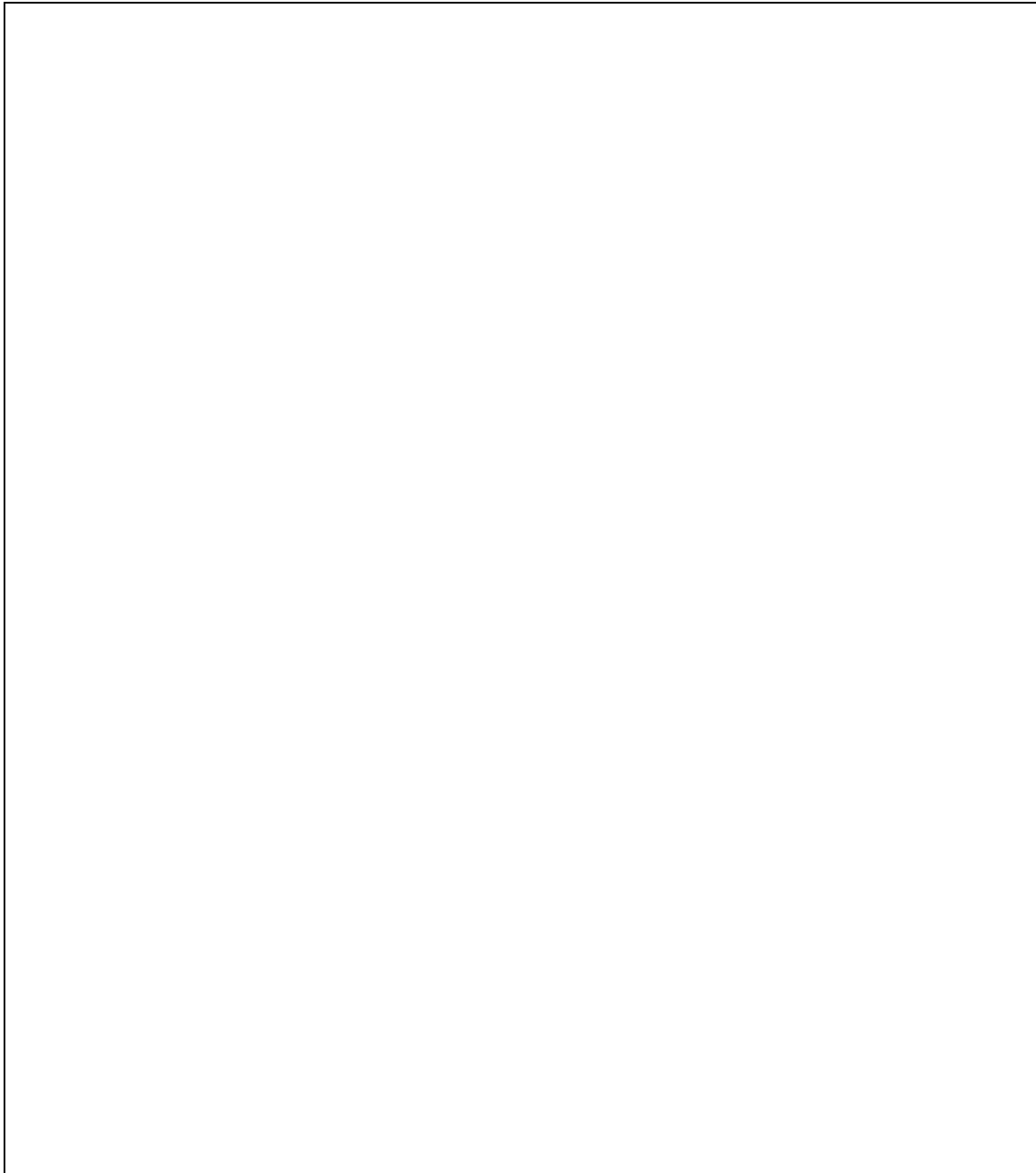
4. Sketch Plan

Please provide a sketch plan like this one below showing all the details as shown. Please show your house and garden boundaries as well as the works you intend to carry out.

- A. Show distance between proposed outbuilding and the property boundaries.
- B. Show distance between proposed outbuilding and the existing dwelling.
- C. Position and height of boundary fence or wall, if one proposed.
- D. Show distance between proposed extension and the property boundaries.
- E. Position of new access, if one proposed.
- F. Position of any trees that may be affected.
- G. Show distance between proposed extension and existing outbuilding.
- H. If you propose the erect a dormer extension then please sketch a drawing with the dimensions as shown right.



Your sketch plan



Please return to:

Gillian Bishop,
Interim Executive Director Environmental Services,
Civic Buildings,
New Market Street,
Wigan WN1 1RP

Telephone: 01942 404274 or 404266, Fax: 01942 404222,
Web site: www.wigan.gov.uk, E-mail: environmentalservices@wigan.gov.uk