



## Do I need Planning Permission or Building Regulations Consent?

Complete and send this form to the Head of Development Control, Fareham Borough Council, Civic Offices, Civic Way, Fareham, PO16 7AZ

By letting us have answers to these questions, you can get advice from the Council about whether you need Planning Permission or Building Regulations approval or both for the work you want to do.

Officers aim to respond within ten working days. They will give an informal view based on the information you have provided, without legal consultation or checking information on site. The advice will not bind the Council in any future planning decision.

For a formal and binding determination, you can apply for a certificate of lawful use or development under Section 192 of the Town and Country Planning Act 1990 on forms the Council provides.



### Use of your information

**The information you give us will be used to decide whether you need to seek consent under the Planning or Building Regulations. We will not give your personal information to a third party unless we are legally obliged to do so. Fareham Borough Council is a Data Controller under the Data Protection Act 1998.**

### USE THIS FORM TO FIND OUT IF YOU NEED PLANNING PERMISSION FOR

**AN EXTENSION, CONSERVATORY OR PORCH**

**OUTBUILDINGS, INCLUDING GARAGES AND SHEDS**

**TO ERECT A FENCE/GATE/WALLS**

**FOR ACCESS TO A HIGHWAY**

**ERECTION OF SATELLITE DISH etc**

**CREATING A HARD SURFACE AREA IN FRONT GARDEN, DECKING OR A PATIO**

Thank you for your enquiry about whether Planning Permission or Building Regulations Approval or both are required for your proposed development. Even if planning approval is not required you may need Building Regulations Approval. Building Regulations Approval is also required for some internal works that are not covered here. In these cases please contact Building Control directly at [buildingcontrol@fareham.gov.uk](mailto:buildingcontrol@fareham.gov.uk) or by telephoning 01329 236100.

For advice, please answer all the following questions on this form. The advice that we will be able to give you will be informal and without prejudice. If you require a binding decision please apply for a Lawful Development Certificate for Proposed Use or Development, available on our web site at [www.fareham.gov.uk/plannng](http://www.fareham.gov.uk/plannng) - planning forms.

Please print and send the form to the above address. We will respond to you by e mail\* (if supplied) or in writing as soon as possible, normally within 10 working days.

# 1 YOUR DETAILS

Name:.....

Address:.....

.....

.....Post Code:.....

Daytime Contact Number:..... E-Mail .....

# 2 PROPERTY DETAILS

**Address of Property concerned (if different from above)**

.....  
.....  
.....  
.....

## 2.1 Is this Property:..

Bungalow	<input type="checkbox"/>	House	<input type="checkbox"/>	Flat or maisonette	<input type="checkbox"/>
Detached	<input type="checkbox"/>	Semi-detached	<input type="checkbox"/>	Terraced	<input type="checkbox"/>
				End of Terrace	<input type="checkbox"/>

<b>2.2</b>	Have Permitted Development Rights Been Removed from this Property?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
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<b>2.3</b>	<b>Is this property:</b>						
	a listed building?	Yes:	<input type="checkbox"/>	No:	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
	located within a conservation area?	Yes:	<input type="checkbox"/>	No:	<input type="checkbox"/>	Don't know	<input type="checkbox"/>

## 2.4 Trees

Are there any trees on the site? Yes:  No:

If YES, will any of these trees be affected by your proposals? Yes:  No:

If YES, indicate the location of affected trees on a sketch plan to accompany this form.

### 3 PROPOSED DEVELOPMENT

Please describe the proposed development (e.g.: side extension, conservatory, gate, fence, wall, access to highway, etc.)

.....
.....
.....
.....

<b>3.1</b>	Will the proposed development be used for: Private/domestic purposes? Business Purposes?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<b>3.2</b>	Will the proposed development in addition to any existing hard surfacing and other buildings result in more than half the area of land around the original dwelling (private garden, drive, etc.) being covered by additions?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<b>3.3</b>	Will the extension or outbuilding be forward of the principal elevation or side elevation of the original dwelling which fronts a highway	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<b>3.4</b>	Are there any verandas, balconies or raised platforms proposed?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

**If your proposal is for one or more of the following, complete each relevant section:**

If your proposal is for an Extension or Conservatory, go to Section 4

If your proposal is for Outbuildings Including Garages And Sheds, go to Section 5

If your proposal is for to Erect a Fence/Gate/Walls, go to Section 6

If your proposal is for Access to a highway, go to Section 7

If your proposal is for Erection of Satellite Dish etc, go to Section 8

If your proposal is for a Hard Surface in Front Garden, Decking or a Patio, go to Section 9

If your proposal is for a Porch, go to Section 10

#### 4 EXTENSIONS AND CONSERVATORIES

4.1	Will the extension be higher than the highest part of the existing roof of the dwelling?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.2	Will the height of the eaves of the extension exceed the height of the eaves of the original dwelling?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.3	<p>Will the extension be single storey?</p> <p><b>If YES and NOT</b> a detached house:</p> <p style="padding-left: 20px;">Will the depth of a single storey rear extension be more than 3 metres?</p> <p><b>If YES</b> and a detached house:</p> <p style="padding-left: 20px;">Will the depth of a single storey rear extension be more than 4 metres?</p> <p>Will the single storey extension be more than 4 metres high?</p>	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.4	<p>Will the extension be more than one storey?</p> <p><b>If YES</b> will the depth (beyond the rear wall of the original dwelling) be more than 3 metres?</p> <p>Will the extension be within 7 metres of the rear boundary of the site?</p>	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.5	<p>Will the extension be within two metres of a boundary?</p> <p><b>If YES</b> will the eaves height be more than 3 metres?</p>	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.6	Will the roof pitch of the extension match the pitch of the existing house?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.7	<p>Is the proposal for a side extension?</p> <p><b>If YES</b> will it be single storey?</p> <p style="padding-left: 20px;">Will the extension be more than 4 metres high?</p> <p style="padding-left: 20px;">Will the extension have a width of more than half that of the original house?</p>	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.8	Will the materials be similar in appearance to the existing house?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.9	<p>Are there any side-facing windows proposed above ground floor level?</p> <p><b>If YES</b> will they be obscure glazed and non-opening to at least 1.7 metres above internal floor?</p>	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

**5 OUTBUILDINGS, Including Garages and Sheds**

5.1	Will the outbuilding be single storey?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
5.2	Will the outbuilding be higher than 2.5 metres to its eaves?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
5.3	Will the outbuilding have a dual pitched roof? <b>If YES</b> will the overall height be more than 4 metres? <b>If NO</b> will the overall height be more than 3 metres?	Yes: <input type="checkbox"/> Yes: <input type="checkbox"/> Yes: <input type="checkbox"/>	No: <input type="checkbox"/> No: <input type="checkbox"/> No: <input type="checkbox"/>
5.4	Will the outbuilding be within two metres of a boundary? <b>If YES</b> will any part of the building within 2 metres of the boundary exceed 2.5 metres in height?	Yes: <input type="checkbox"/> Yes: <input type="checkbox"/>	No: <input type="checkbox"/> No: <input type="checkbox"/>

**6 GATES, FENCES AND WALLS**

<i>Please give all measurements in metric and measure the height from the original ground level on which the fence/wall is erected.</i>	
6.1	Please state height of any existing fence or wall (NB: NOT hedges) <div style="text-align: right;">.....(m)</div>
6.2	Please give height of proposed gate, fence or wall <div style="text-align: right;">.....(m)</div>
6.3	Will any part of the gate, fence or wall be adjacent to a highway used by vehicular traffic?  If YES, please indicate this on a sketch plan in the space provided at the end of this form. <div style="float: right;">                     Yes: <input type="checkbox"/>      No: <input type="checkbox"/> </div>

**7 FORMATION OF ACCESS TO A HIGHWAY**

7.1	Onto which road will the access be formed?	.....
7.2	If the access already exists, is it intended to make alterations to the existing access (e.g.: by widening it)? Please give details	
..... ..... .....		
7.3	Will there be any other works involved? (e.g.: forming driveway; hard surfacing) If so, please give details	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
..... ..... .....		

7.4	Is it necessary to carry out major excavation works (e.g.: removal of earth bank) to enable access to be formed?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
7.5	Is the access required for domestic purposes? <b>If NO</b> , please state for what purpose it is required.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<p>.....</p> <p>.....</p> <p>.....</p>			

**8 SATELLITE DISH**

8.1	Is the satellite dish to be sited on:- A dwellinghouse A small block of flats (5 storeys or less) A large block of flats (More than 5 storey)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8.2	What is the diameter of the satellite dish at its widest part (excluding any projecting elements, reinforcing rims and mounting brackets)?	.....(m)	
8.3	Is there already a satellite dish elsewhere on the site? (e.g.: on the block of flats, house or in the garden)	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
8.4	Would the proposal result in more than two satellite dishes on the property or within the garden?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
8.5	Will the satellite dish be located on a roof without a chimney? If so:- Will the dish exceed the highest part of the roof?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
8.6	Will the satellite dish be located on a roof with a chimney? <b>If YES</b> Will the dish be located on a chimney? Will the dish exceed the highest part of the chimney? Will the dish be at least 60cm higher than the highest part of the ridge tiles?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
8.7	Will the satellite dish be located on a roof slope or wall that faces a highway or footpath?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
8.8	Will the dish project over a neighbouring property?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<p><i>Please note that there is a requirement to site all satellite antennae to minimise their visual impact on the external appearance of the building and to remove antennae no longer required as soon as reasonably practicable.</i></p>			

## 9 CREATION OF A HARD SURFACE IN FRONT GARDEN OR A DECKING AREA

<b>9.1</b>	<b>Paving in your front garden:</b>	
	Is the area of the hard surface to be constructed or resurfaced more than 5 square metres?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
	Is the hard surface to be constructed of permeable (porous) surfacing ( <i>this is a surface that allows water to drain through, such as gravel, permeable concrete block or porous asphalt</i> )?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
	Is the hard surface to be constructed of traditional impermeable surfacing?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
	If impermeable, is rainwater directed to a soakaway, lawn or border to drain naturally? (Please provide details)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
	<p>.....</p> <p>.....</p> <p>.....</p>	
<b>9.2</b>	<b>Laying Decking Or A Patio</b>	
	Is the surface of the decking or patio more than 30cm above ground level? (Please provide details, including sections)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
	Together with extensions, outbuildings, etc., does the decking or platform cover more than 50% of the garden area?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>

## 10 Porches

<b>10.1</b>	Is the porch proposed outside any external door of the house?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
<b>10.2</b>	Is the ground area of the porch proposed (measured externally) greater than 3 square metres?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
<b>10.3</b>	Will any part of the structure be more than 3 metres above ground level?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
<b>10.4</b>	Will any part of the structure be within 2 metres of the boundary of the site with a highway? (Highway includes up to the rear of the footpath)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>

## 12 PLANS AND DETAILS

Please attach an explanation of the proposal in as much detail as possible and give any other information that you feel may be relevant.

Please tick below the type of drawings and other information you are submitting.

TYPE OF DETAIL	PLANS ATTACHED? SIZE?
The proposed elevations	<input type="checkbox"/> (A4, A3, etc.) .....
Footprint of your existing dwelling - including relationship to garden boundaries, existing extensions, sheds, garages etc	<input type="checkbox"/> (A4, A3, etc.) .....
The proposed development and distances from boundaries.	<input type="checkbox"/> (A4, A3, etc.) .....
Sections showing floor heights and windows proposed.	<input type="checkbox"/> (A4, A3, etc.) .....
Sketch plan showing trees on the site.	<input type="checkbox"/> (A4, A3, etc.) .....
Details of driveway surfacing or details of natural drainage.	<input type="checkbox"/> (A4, A3, etc.) .....
Detail sections showing height of decking above ground level.	<input type="checkbox"/> (A4, A3, etc.) .....

Please ensure that the *external* dimensions are indicated, *including height* and distances from boundaries. It is helpful to show the addition or change in a different colour.

**ALL PLANS MUST BE TO A METRIC SCALE WITH KEY DIMENSIONS SHOWN IN METRES AND A SCALE BAR INCLUDED.**

Sketch drawings:

Signed: .....

Date: .....