



Do I Need Planning Permission For Extension or Alterations to a Dwelling



Guidance Notes

Please complete this form in full and return to us so we can determine whether planning permission is required for your proposal.

If any change is proposed then you should contact us for further advice.

The advice given is without prejudice and based on current planning legislation. Please remember that Government legislation and Council policy can change over time. These Guidance Notes are, therefore subject to periodic amendment.

Normally we will provide you with a written response within 10 working days.

Help towards completing this form can be obtained by contacting the Development Control office on 01946 598426/22.

Please Note

If you build something which needs permission without first obtaining permission you may be required to carry out remedial works or remove unauthorised works. IF IN DOUBT, ASK.

If you have any comments to make on these Guidance Notes, particularly on how we can make them easier for you to use, please contact us on 01946 598421/18. If you would like a copy of this form in large print, Braille, audio or in a different language please contact the Council – Telephone 0845 0458600; Email - info@copelandbc.gov.uk or write to us at The Copeland Centre, Catherine Street, Whitehaven,



Proud of our past. Energised for our future.

For office use only:

Ref No:

Date Received:

Please complete in BLOCK capitals & tick box where appropriate.

1. Name and address (including postcode).	
Telephone No:	
E-mail:	
Do you want your response by e-mail? Yes No	
2. Full address of property to be altered or extended if different from above.	
3. Type of property?	Terraced <input type="checkbox"/> Semi Detached <input type="checkbox"/> Detached <input type="checkbox"/>
	Other (please state)
4. Proposed Works.	
5. Signed:	
Date:	

Extensions or alterations to a dwelling including conservatories, carports, covered ways, garages, balconies.

1. Is the extension (please \checkmark) Single Storey Two Storey or a First floor Extension

2. Where will the extension be positioned on the property?(please \checkmark) Front Side Rear

IF on the side:

Will the extension's width be greater than half the width of the original house? YES NO

Will there be any side facing windows? YES NO

If yes, how high will they be from the floor? m

If on the rear:

How far will the extension project from the rear wall of the original house? m

How far will the extension be from the rear boundary line? m

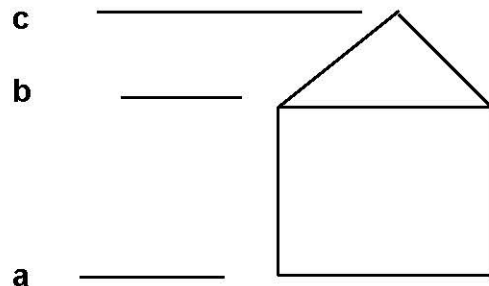
3. How far will the extension be from ANY other boundary? m

4. Will the extension result in more than half the curtilage (area of land within your boundaries) being covered by buildings? (excluding floor area of original dwelling) include any greenhouses, sheds, sun rooms, garages etc. YES NO

5. What are the **external** dimensions of the proposed extension? See Diagram below

Length <input type="text" value=""/> m	Ridge height (if pitched roof) a - c <input type="text" value=""/> m
Width <input type="text" value=""/> m	Eaves height (if pitched roof) a - b <input type="text" value=""/> m
Height (if flat roof) <input type="text" value=""/> m	

(NB Height is measured from ground level)



11. Please provide a dimensioned plan showing your proposal in relation to: your existing dwelling; any other free-standing buildings, eg garage, shed, greenhouse; the boundaries of the property; any adjacent roads or footpaths.

12. Please provide a dimensioned sketch plan showing the front, back and side elevations of the proposed building:

FOR OFFICE USE ONLY:

Is permission required?	Yes	No
Type of form required:		
Signed:		
Dated:		
Reason:		