



# Do I Need Planning Permission For A Hard Surface (i.e. footpath /driveway) & Vehicular Access



# 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](mailto:info@copelandbc.gov.uk) or write to us at The Copeland Centre, Catherine Street, Whitehaven, Cumbria, CA28 7SJ.**



For office use only:

Ref No:

Date Received:

**Please complete in BLOCK capitals & tick box where appropriate.**

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

1.	Is it proposed to create or widen a vehicle access onto a highway? (any road / lane which can be used by vehicles).	YES		NO
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2. If hard surfacing is proposed (including replacement of existing hard surfacing) please indicate

a) Will the surface area be located between the house and a highway? and  YES  NO

b) Will the surface area exceed 5 square metres?  YES  NO

If yes to both a and b above please provide:

Details of surface materials to be used e.g. gravel, tarmac, block paving.

If the surface is impermeable please give details of surface drainage arrangements for the hard surface e.g. soakaway.

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

**FOR OFFICE USE ONLY:**

<b>Is permission required?</b>	<b>Yes</b>	<b>No</b>
<b>Type of form required:</b>		
<b>Signed:</b>		
<b>Dated:</b>		
<b>Reason:</b>		