

# Householder Enquiry Form

## Do I Need Planning Permission

### For

### A Porch?



## 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 information is missing, we may not be able to process your enquiry.

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 planning legislation and Council planning policy can change over time. These Guidance Notes are, therefore subject to periodic amendment.

Normally we will provide you with a written response within **21 days**.

Help towards completing this form can be obtained by contacting Customer Services and asking for Development Control 0300 373 3730 or email [development.control3@cumberland.gov.uk](mailto:development.control3@cumberland.gov.uk)

### **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.

You may require Building Regulations for the work that you are proposing. Please contact Cumberland's Building Control Team on [Building.Control3@cumberland.gov.uk](mailto:Building.Control3@cumberland.gov.uk) to discuss prior to the commencement of works.

### **General Data Protection Regulation (GDPR)**

Cumberland Council is committed to protecting your privacy when you use our services. We only use what we need and Householder Enquiry Forms are not available for public view. You can read more about Cumberland Council's Privacy Statement at <https://www.cumberland.gov.uk/your-council/data-protection-and-privacy/privacy-notice>

### **Accessibility**

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 Customer Services and ask for Development Control 0300 373 3730 or email [development.control3@cumberland.gov.uk](mailto:development.control3@cumberland.gov.uk). If you would like a copy of this form in large print, Braille, audio or in a different language please contact the Council 0300 373 3730



Cumberland Council  
The Market Hall  
Whitehaven  
CA28 7JG

Tel: 0300 373 3730  
Email: [Development.Control3@cumberland.gov.uk](mailto:Development.Control3@cumberland.gov.uk)

For office use only:  
Ref no:  
Date received:

Please complete in BLOCK capitals & tick where appropriate.

1. Name and address (including postcode)		
Telephone No:		
Email:		
2. Full address of property to be altered or extended if different from above:		
3. Type of property	Terraced <input type="radio"/> Semi-detached <input type="radio"/> Detached <input type="radio"/> Flat <input type="radio"/>	
4. Designation of property	Listed Building <input type="radio"/> Conservation Area <input type="radio"/> None <input type="radio"/> Unknown <input type="radio"/>	
5. Have works started on site?	Yes <input type="radio"/> No <input type="radio"/>	If yes, please give details:
6. Signed:		
7. Dated:		
8. Description of works:		

1. Will the porch result in more than half the curtilage (area of land within your dwelling boundaries) being covered by buildings? (excludes the floor area of the **original** dwelling but include any greenhouses, sheds, sun rooms, garages etc.)

Yes ☐

No ☐

2. Where will the porch be positioned on the property?

Front ☐

Side ☐

Rear ☐

3. How far will the porch be from the closest boundary?

m

4. Will the porch be further than 2m away from a highway boundary? (including a footpath)

Yes ☐

No ☐

5. What are the external dimensions of the proposed extension? (See diagram below)

Length m

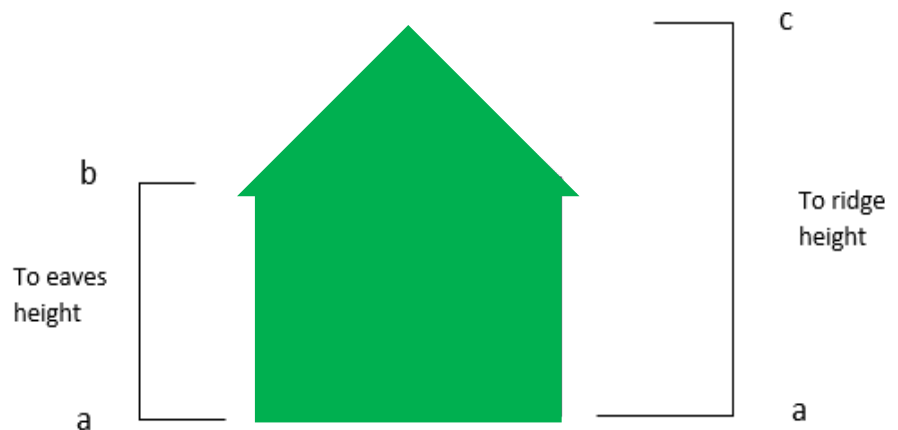
Width m

Height  
(if flat roof) m

Ridge height (if pitched roof) a – c m

Eaves height (if pitched roof) a – b m

NB. Height is measured from ground level



8. 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; and any adjacent roads or footpaths. Please note, this does not have to be to scale.

9. Please provide a dimensioned sketch plan showing the front, back and side elevations of the proposed building. Please note, this does not have to be to scale.