



Hart District Council
Planning Services
Civic Offices
Harlington Way
Fleet
Hampshire
GU51 4AE
Tel: 01252 774419
Email: help.desk@hart.gov.uk

Permitted Development Enquiry Form

Introduction

This Permitted Development Enquiry form should be used to determine whether or not what you want to build requires planning permission or building regulations. It is designed to cover most small domestic alterations and extensions.

What happens to my form?

We aim to provide you with a response within **10 working days**, although at busy times of year (spring and early summer) this may unfortunately be extended a little.

If your proposal does not require planning permission we write and let you know. You should keep this letter as you may need it in the future should you ever wish to sell your property.

If your proposal does require planning permission or Building Regulations will we write and let you know the reason(s) why and send you out the forms and guidance notes for submitting an application.

If you have any questions about any part of the form please contact the **Development Control** on **01252 774419** or help.desk@hart.gov.uk.

Section 1 – You and your home

Your Details

Please ensure you provide accurate contact details and a phone number or email address that we are able to contact you on during office hours.

Proposed Development

Please ensure you provide accurate details of the property to which the alterations/extensions apply. Knowing what type of property (eg flat/terrace) and where on the property the extension will be built (ie side/rear) is especially important.

Please Note:

The response to this will be the informal advice of a Planning Officer and will not be a definitive answer. If you need this please apply for a Certificate of Lawful Development

Section 2 – Proposed Works

1) Extensions and Porches

We will **always** need to know the **length, width and height (at both eaves & ridge)** of the extensions, and the **distance to the nearest boundary**. For side extensions we will require the width of the original house and for 2 storey rear extensions we will also need the distance from the proposed extension to the rear boundary of the property.

2) Detached garages and other outbuildings

We will **always** need to know the **length, width and height (at both eaves & ridge)** of the extensions, and the **distance to the nearest boundary**. Outbuildings cannot be more than 2.5 metres high at a point within 2 metres of a boundary.

3) Roof alterations

Roof alterations can sometimes be a little more complex than conservatories or extensions. If you are installing only roof lights or a box dormer (see diagrams for example) then you do not need to provide any further information than that asked for on the form (length, width and height).

If you want to alter a gable end or create a shaped dormer please ensure that you supply either scale drawings or all of the measurements required on the form. See the diagrams below

4) Fences/Walls and gates

We will need to know the height of fence that you wish to erect, and exactly where you wish to place the fence, eg between yours and your neighbour's garden.

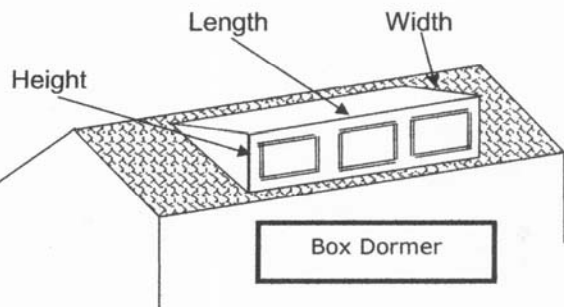
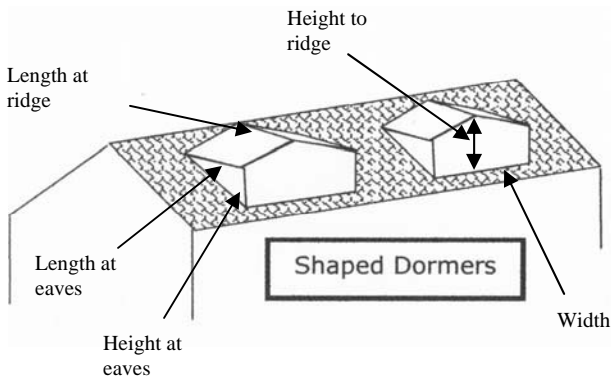
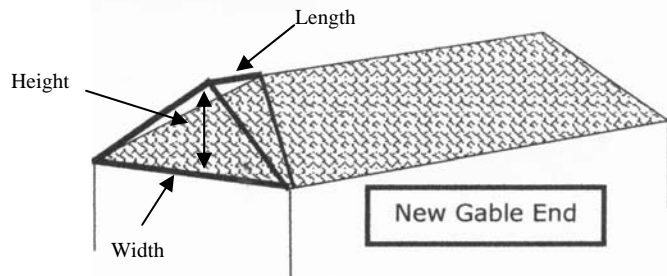
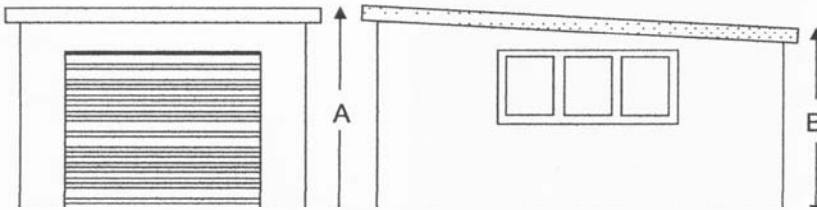
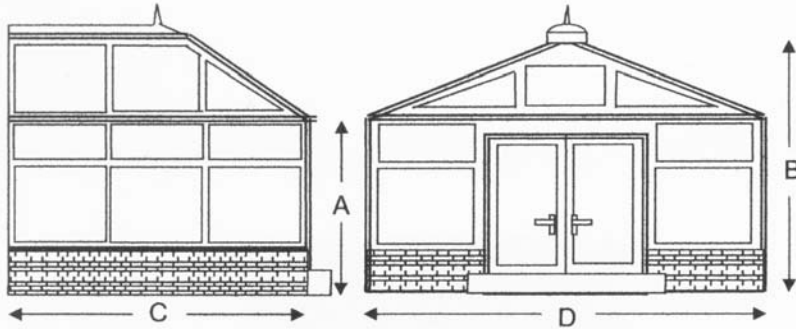
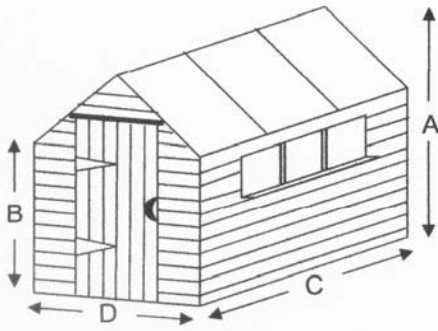
5) Any other works

Please use this space to draw a sketch of your proposal and/or any further information you wish to provide.

Basic Extensions, Conservatories, Garages and Sheds

- A Height to Ridge or highest point of roof
- B Height to guttering or lowest point of roof
- C Length
- D Width

Please provide us with all the above dimensions. If you do not, this may hold up your enquiry.



PERMITTED DEVELOPMENT ENQUIRY



To see if your proposal requires
Planning permission
Please complete this form and return
it to the address on the right

Hart District Council
Planning Services
Civic Offices
Harlington Way
Fleet
Hampshire
GU51 4AE
Tel: 01252 774419
Email: help.desk@hart.gov.uk

Section I – You and Your Home

Your Details:

Name:

Address:

Daytime Telephone Number:

Email Address:

Proposed Development:

Development Address:
(if different from above)

Description of Proposed Development:

Location of Proposed Development:

- Front
 Side
 Rear

Type of property:

- Detached
 Semi-detached
 Terrace / Town House

FOR OFFICE USE ONLY

Site History	Y	N	Permitted Development	Conservation Area	Y	N
PD Restriction	Y	N		YES	Listed Building	Y
Compliance	Y	N	NO			

Section 2 – Proposed Works

Please provide details of the proposed works on the relevant sheet.

Rear Extensions

Type of development:	Porch / conservatory / extension (delete as appropriate)
Number of Storeys:	
Distance to nearest side boundary	(in metres)
Distance to rear boundary	(in metres)
Dimensions of Development	
Length	(in metres)
Width	(in metres)
Height to guttering	(in metres)
Height to ridge	(in metres)
Height to flat roof	(in metres)

Side Extensions

Type of development:	Porch / conservatory / extension (delete as appropriate)
Number of Storeys:	
Distance to nearest side boundary	(in metres)
Distance to rear boundary	(in metres)
Dimensions of Development	
Length	(in metres)
Width	(in metres)
Height to guttering	(in metres)
Height to ridge	(in metres)
Height to flat roof	(in metres)

Porch Extensions to Front

Distance to front boundary	
Dimensions of Development	
Length	(in metres)
Width	(in metres)
Height to guttering	(in metres)
Height to ridge	(in metres)
Height to flat roof	(in metres)

Detached Garages / Outbuildings

Type of roof to outbuilding	Flat / Mono-Pitched / Dual Pitched (delete as appropriate)
Dimensions of Development	
Length	(in metres)
Width	(in metres)
Height to guttering	(in metres)
Height to ridge	(in metres)
Height to flat roof	(in metres)

Roof Extensions / Loft Conversions

<p>i) Are you planning to install roof lights only without dormers</p>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>																				
<p>ii) Dimensions of proposed dormer windows</p>	<div style="border: 1px solid black; padding: 5px;"> <p>Dimensions of gable of dormer 1</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Length at eaves</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Length at ridge</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Width</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Height to guttering</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Height to ridge</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> </table> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>Dimensions of gable of dormer 2</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Length at eaves</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Length at ridge</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Width</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Height to guttering</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> <tr> <td>Height to ridge</td> <td style="border: 1px solid black; text-align: right;">(in metres)</td> </tr> </table> </div>	Length at eaves	(in metres)	Length at ridge	(in metres)	Width	(in metres)	Height to guttering	(in metres)	Height to ridge	(in metres)	Length at eaves	(in metres)	Length at ridge	(in metres)	Width	(in metres)	Height to guttering	(in metres)	Height to ridge	(in metres)
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Fences / Walls & Railings

	Existing	Proposed
Side boundary fence / wall height	<input type="text"/>	<input type="text"/>
Rear boundary fence / wall height	<input type="text"/>	<input type="text"/>
Front boundary fence / wall height	<input type="text"/>	<input type="text"/>

Section 3 – Sketch and any other works

Please provide a brief sketch (bird's eye view) showing the location of the proposal and the relationship to other buildings and boundaries of your property. If you are carrying out any other work which is not covered by the above categories please provide details below.

Please note, if you are proposing to build a new structure we will need to know the dimensions (length, width, height to eaves and height to ridge), as well as distance to the nearest boundary.

