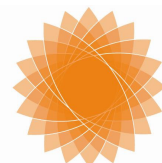


# Householder Enquiry Form

## Do I need Planning Permission?



**districtnk**  
100 flourishing communities  
North Kesteven District Council



By completing this form you will receive a response confirming whether or not planning permission is required. Our advice will be based on the information you provide on this form and any additional details submitted. Therefore the more detailed information you can give about the proposal, the better the advice we can provide on what you are intending to do.

If you do require planning permission for the proposed works the Council does offer a pre-application advice service where Officers will be able to confirm which planning policies and other constraints affect your site and an informal view on the proposed works. This pre-application service aims to help identify issues that may be raised should a planning application be submitted so that they can be properly considered prior to an application being made. The form you need to complete to get this additional advice can be found at [www.n-kesteven.gov.uk](http://www.n-kesteven.gov.uk)

## Contact Details

|                        |                   |
|------------------------|-------------------|
| <b>Name:</b>           |                   |
| <b>Address:</b>        |                   |
| <b>Postcode:</b>       | <b>Telephone:</b> |
| <b>E-mail address:</b> |                   |

I certify that the information provided is accurate. Please note, should any of the details change, you should inform us of this as this may affect the outcome of your enquiry and any subsequent advice given.

**Signed:**

**Date:**

**Please return this form by e-mail to [planning@n-kesteven.gov.uk](mailto:planning@n-kesteven.gov.uk) or by post to Planning Services North Kesteven District Council, District Council Offices, Kesteven Street, Sleaford, Lincolnshire, NG34 7EF.**

## The Proposal

|   |
|---|
| <b>Address of proposed development:</b>   |
| <b>What are you proposing to do?</b>  |
| <b>Is your home:</b><br><input type="checkbox"/> Detached<br><input type="checkbox"/> Semi-detached<br><input type="checkbox"/> Terraced (including end terrace properties)<br><input type="checkbox"/> Flat or apartment |

## Section A — Extensions & conservatories

**A1. Proposed extensions to the property** — Please provide the external dimensions (in metres) of the proposed extensions below:

| Type of extension e.g. conservatory, extension, balcony | Length | Width | Height   |          |           |
|---|--------|-------|----------|----------|-----------|
|   |        |       | To ridge | To eaves | Flat roof |
|   |        |       |          |          |           |
|   |        |       |          |          |           |
|   |        |       |          |          |           |

**A2. Is the proposed extension to the side, rear or front of the property?**

Side

Rear

Front

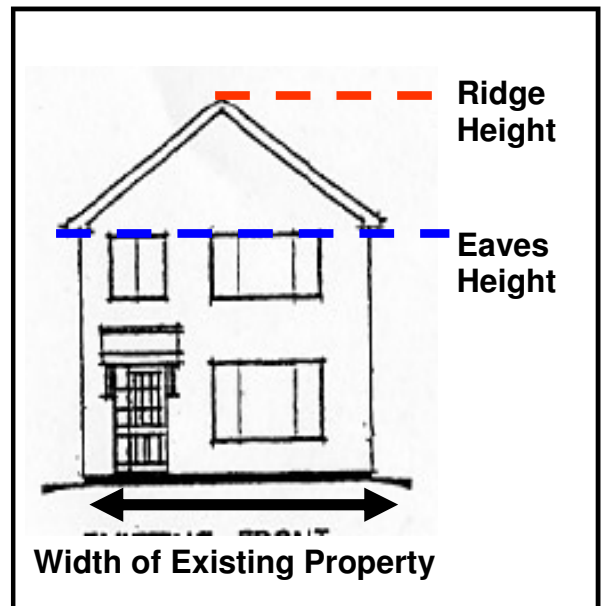
**A3. What is the width of the original property?** \_\_\_\_\_ metres

**A4. Is the proposed extension:**

Single storey

More than one storey

First floor extension



**A5. Will any part of the works be higher than the existing dwelling, or will the proposed extension's eaves height be higher than the original eaves height?**

Yes

No

**A6. Will the extension be attached to an original wall or earlier extension?**

Original wall of the property

An earlier extension

**A7. Will the extension (including any previous extensions and outbuildings) cover more than 50% of the garden area?**

Yes

No

**A8. Does the proposal include a raised platform, veranda or Balcony that is more than 300mm above ground level?**

Yes

No

**A9. Will the materials used be of a similar appearance to the existing house (this does not include conservatories)?**

Yes

No

A conservatory is proposed

## Section B — Outbuildings, garages, sheds & enclosures

**B1. Is the proposed outbuilding to be located to the side, rear or front of the property?**

Side

Rear

Front

**B2. Is the proposed outbuilding:**

Single storey

More than one storey

**B3. Proposed outbuildings** — Please provide the external dimensions of the proposed outbuildings below:

| Type of extension e.g. shed, garage | Length (m) | Width (m) | Height (m) |          |           |
|-------------------------------------|------------|-----------|------------|----------|-----------|
|                                     |            |           | To ridge   | To eaves | Flat roof |
|                                     |            |           |            |          |           |
|                                     |            |           |            |          |           |
|                                     |            |           |            |          |           |

**B4. Will the outbuilding (including any previous extensions and outbuildings) cover more than 50% of the garden area?**

Yes  No

**B5. Does the proposal include a raised platform, veranda or balcony?**

Yes  No

## Section C — Porches

**C1. What is the external floor area of the porch?**

\_\_\_\_\_ square metres

**C2. How high is the porch at its highest point?**

\_\_\_\_\_ metres

**C3. Is the porch within 2m of the road or footpath outside your property?**

Yes  No

## Section D — Walls, fences and gates

**D1. At its closest point, how far will the proposal be to the nearest footpath or road?**

\_\_\_\_\_ metres

**D2. What will be the maximum height of the proposed enclosure above ground level?**

\_\_\_\_\_ metres

## Section E — Dormer Windows

**E1: What are the dimensions of the proposed dormer window?**

Width \_\_\_\_\_ metres

Length \_\_\_\_\_ metres

Height \_\_\_\_\_ metres

Volume \_\_\_\_\_ Cubic metres

**E2. Is the proposed dormer window located on the side, rear or front of the property?**

Side

Rear

Front

**E3. Does the proposal include a raised platform, veranda or balcony that is more than 300mm above ground level?**

Yes

No

**E4: How far will the bottom of the dormer window be sited above the eaves of the original dwelling?**

Height above eaves =  
\_\_\_\_\_ metres

**E5. Will any part of the dormer window be higher than the ridge height of the existing dwelling?**

Yes

No



**E6. Will the external materials used be of a similar appearance to the existing house?**

Yes

No

## Section F — Rooflights

**F1. Where on the existing property will the rooflights be situated?**

Front

Side

Rear

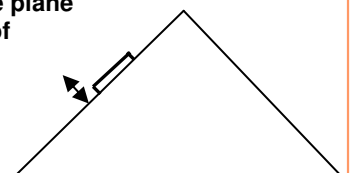
**F2. Will any part of the works to the roof be higher than the highest point of the roof of the existing dwelling?**

Yes  No

**F3. How far will the rooflight protrude above the original roof plane?**

\_\_\_\_\_ mm

Measurement  
above plane  
of roof



## Section G — Replacement Windows

**G1. Will any of the proposed windows include any bow or bay windows?** Yes  No

**G2. If bow or bay windows are proposed, do they project further forward or are bigger than the existing windows which they are to replace?**

Not Applicable

No change to current dimensions

Projects further forward or is bigger than the existing

The proposed bow/bay window is smaller than the existing window which it replaces

## Section H — Replacement Roof

**H1. As a result of the proposed works, will the replacement roof be higher than the existing roof as it currently stands?** Yes  No

## Section I — Dropped Kerbs, Driveways & Hardstanding

**I1. What is the name of the road that the proposed access will connect to?**

**I2. If you are proposing additional hard surfacing, is it to the front, side or rear of the property?** None proposed

Front

Side

Rear

**I3. What is the total surface area of the hard surfacing proposed?** \_\_\_\_\_ square metres

## Section J — Installing an LPG or oil tank for heating purposes

**J1. What is the capacity and dimensions of the proposed tank?** \_\_\_\_\_ litres

Height \_\_\_\_\_ m

Width \_\_\_\_\_ m

Length \_\_\_\_\_ m

**J2. Will the tank be sited within 2m of a boundary?** Yes  No

## Section K — Painting or cladding the property

**K1. Are you proposing to clad or paint the property?** Clad

Paint

**K2. If you are proposing to paint the property, will it include any symbols painted on the property for the purposes of advertising, announcing or directing?** Yes  No

## Section L — Chimneys, Flues & Soil and Vent Pipes

**L1. What works are being proposed?**

Chimney

Flue

Soil and Vent Pipe

**L2. Will the chimney/ flue/ soil and vent pipe be attached to a front, side or rear elevation?**

Front

Side

Rear

**L3. What will the height of the proposed chimney/ flue/ soil and vent pipe be in relation to the existing dwelling?**

Higher than the ridge height of the existing dwelling

More than 1m above the ridge height of the existing dwelling

No higher than the ridge height of the existing dwelling

**L4. If you are proposing a chimney will it be internal or external?**

Internal (where only the stack is positioned externally)

External



Example of an Internal Chimney



Example of an external Chimney

**L5. If you are proposing a flue does it relate to a biomass or combined heat and power system?**

Biomass heating system

Combined heat and power system

None of the above

## Section M — Decking and raised platforms

**M1. Will any part of the proposal exceed 300mm above ground level?**

Yes

No

## Section N — Annex accommodation

**N1. How are you proposing to provide the annex accommodation?**

Construct an extension attached to the dwelling (please complete Section A)

Construction of a new outbuilding

Extending an existing outbuilding

Converting an existing outbuilding without any extensions

## Section O — Satellite Dishes and Aerials

**O1. Including the proposed aerial/ satellite dishes, how many in total will there be installed at the property (including those that are freestanding, attached to the dwelling and attached to outbuildings?)** \_\_\_\_\_

**O2. Details of existing aerials and satellite dishes already at the property —**  
Please provide all the details relating to existing aerials and satellite dishes below:

| Type e.g. Satellite Dish or TV Aerial | Length | Location             |                         |              |
|---------------------------------------|--------|----------------------|-------------------------|--------------|
|                                       |        | Attached to dwelling | Attached to outbuilding | Freestanding |
|                                       |        |                      |                         |              |
|                                       |        |                      |                         |              |
|                                       |        |                      |                         |              |

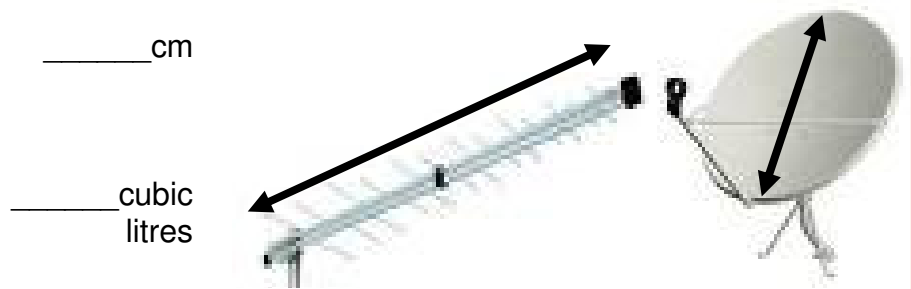
**O3. If you are proposing an aerial or satellite dish, what will the maximum length be?**

\_\_\_\_\_ cm

**O4. If you are proposing a satellite dish, what will the cubic capacity be?**

\_\_\_\_\_ cubic litres

**Length at longest or widest part of aerial/ satellite dish**



**O5. Is the aerial/ satellite dish proposed to be attached to the dwelling, an outbuilding or freestanding?**

Dwelling

Outbuilding

Freestanding

**O6. If you are proposing to attach the aerial/ satellite dish to the dwelling, does the property have a chimney?**

Yes

No

**O7. If the property does have a chimney, will any part of the proposed aerial/ satellite dish be higher than the chimney?**

Yes

No

Not Applicable

**O8. If the property does not have a chimney, will the aerial/ satellite dish protrude above the highest part of the roof?**

Yes

No

Not Applicable



## Section P — Solar Panels & Freestanding solar equipment

### Solar Panels

- P1. Will the solar panels be mounted on a roof slope or a wall of an existing building?** Roof slope   
Wall
- P2. Will the solar panels be sited on a principal or side elevation of the property which would also be visible from a highway?** Yes  No
- P3. Will any part of the works to the roof be higher than the highest point of the roof of the existing dwelling?** Yes  No
- P4. How far will the solar panels protrude above the original roof plane?** \_\_\_\_\_ mm

### Freestanding solar equipment

- P5. With the proposed, how many pieces of freestanding solar equipment will be present in the garden area of the dwelling (including any existing)?** \_\_\_\_\_
- P6. What is the total surface area of the solar panels?** \_\_\_\_\_ square metres
- P7. What are the dimensions of the proposal**
- |        |              |
|--------|--------------|
| Height | _____ metres |
| Width  | _____ metres |
| Length | _____ metres |
- P8. Would the equipment be within 5m of the boundary?** Yes  No
- P9. Will the equipment be visible from the road?** Yes  No

## Section Q — Domestic Wind Turbine

- Q1. I am proposing to install a wind turbine?**

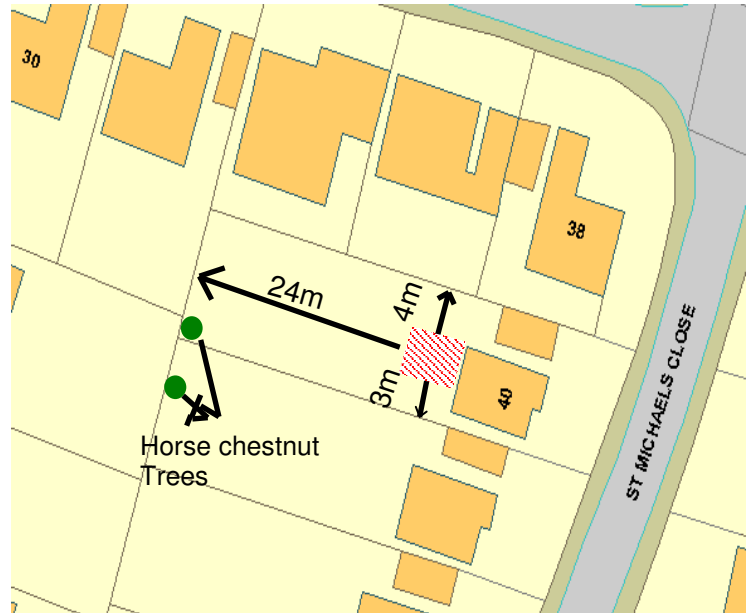
## Section R — Water, Air and Ground Source Heat Pumps

- R1. What type of Heat Pump system are you proposing?** Water  Air  Ground
- R2. Will the whole of the heat pump equipment be located within the domestic curtilage of the property?** Yes  No

## Information required in support of your enquiry

### A sketch layout

The sketch layout should clearly show the existing property along with where the proposals are to be sited. Distances from boundaries should be marked along with any other constraints, such as trees. Trees in neighbouring garden areas or on separate land which are within the vicinity of the site should also be shown on the block plan. Roads, footpaths and public rights of way should also be identified.



**Your Sketch:**