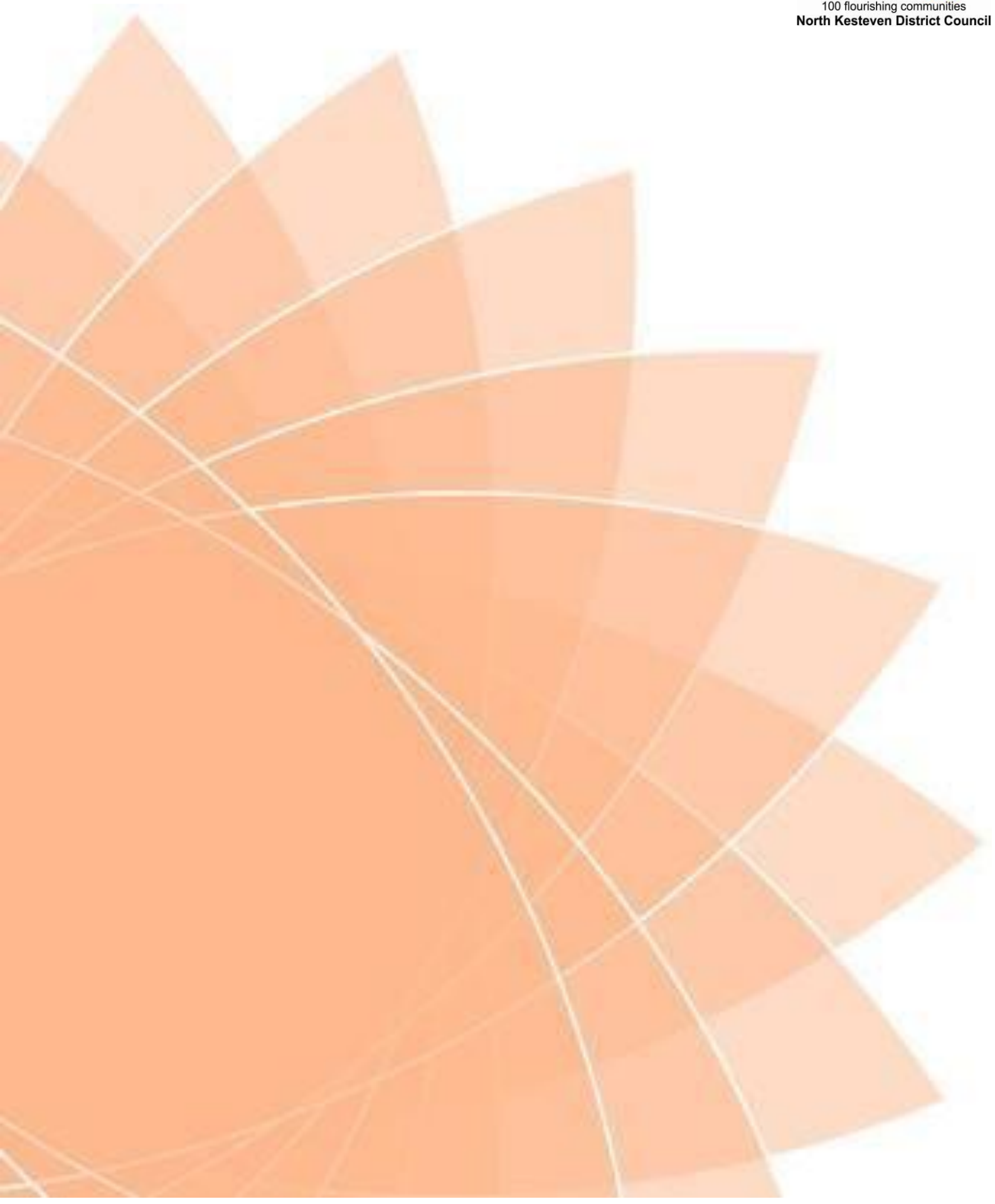


Householder Pre-Application Advice Enquiry Form



districtnk
100 flourishing communities
North Kesteven District Council



Householder Pre-Application Advice Enquiry Form



districtnk
100 flourishing communities
North Kesteven District Council

Before making a planning application, you can discuss your proposal with us to find out whether the principles of your proposal are acceptable or not in planning terms. This service provides the following:

- Confirmation as to whether or not planning permission is required
- Which planning policies and other constraints affect your proposal
- An officer's informal view on the proposal if 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 more informal planning advice we can provide on what you are intending to do. The checklist on the following page identifies the basic information that is needed in order to advise you.

We cannot provide informal advice that is binding on the Council. Any views or opinions will be given in good faith without prejudice to the formal planning application process which will be subject to public consultation. This service cannot guarantee that any subsequent applications will be valid or that they will be approved. 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 Council has issued guidance on Residential Extensions which identifies key design points that should be taken into account when considering carrying out works to your property. This guidance can be found on the website at www.n-kesteven.gov.uk/residentialextensions

If you have any queries or require further information on completing this form please e-mail Planning Services at planning@n-kesteven.gov.uk or telephone the householder team on **01529 414155**.

Contact Details

Name:	
Address:	
Postcode:	Telephone:
E-mail address:	

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

Description of Proposed Development

Application Site Address

Ownership Details

Name & address of Owner:

If the person who is enquiring does not own the land are they:

Prospective Purchaser

Occupier

Lessee

Does the person enquiring own/ control adjoining land?

Yes

No

Has any part of the site been in Council ownership?

Yes

No

Disclaimer

Any advice given by officers for pre-application enquiries does not indicate any formal decision by the Council. Any views or opinions are given without prejudice to the formal consideration of any planning or other application. The final decision on any application that you may then make can only be taken after the Council has consulted local people, statutory consultees and any other interested parties and will then be made either by the Planning Committee, or under delegated powers in accordance with the Council's approved Scheme of Delegation, based on all of the information available at that time. Officers cannot therefore guarantee the final formal decision that will be made on your application(s).

Freedom of Information

You are also advised that your pre-application enquiry may be required to be disclosed should there be a request under the Freedom of Information Act and as such this Council is not able to ensure your enquiry is confidential.

I the undersigned confirm that I am seeking pre-application advice on the proposed development described on this form at the location identified.

Signed:

On behalf of:

Date:

Please tick here to confirm you have read the disclaimer and Freedom of Information provision with the accompanying guidance notes

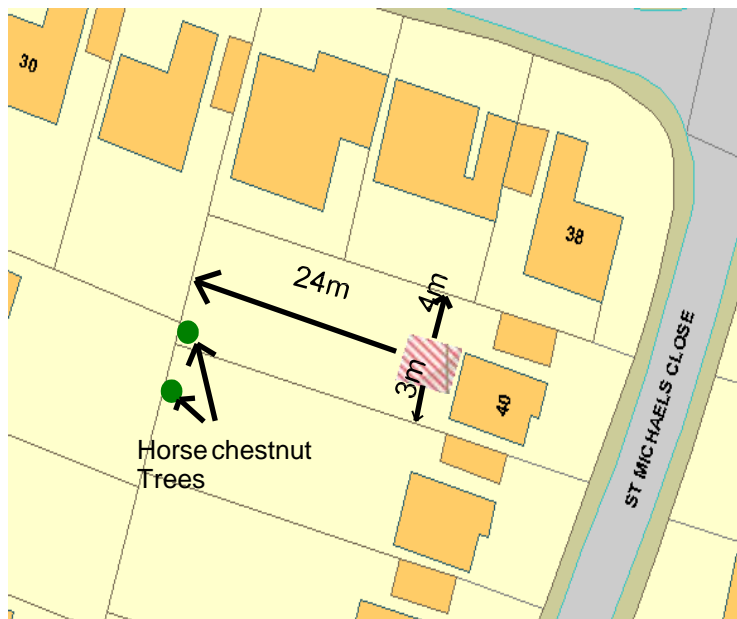
Information required in support of your enquiry

Site location plan

The site should be edged red on the site location plan.

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.



Existing Details

Existing elevation details must be submitted. These may be in the form of drawings to a recognised scale (e.g. 1:50 or 1:100) or sketch drawings which have been annotated with metric dimensions. Annotated photographs can be used to show the existing property.



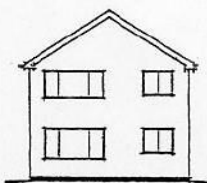
EXISTING FRONT ELEVATION



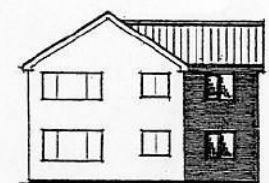
PROPOSED FRONT ELEVATION

Proposed Details

Proposed elevation details must be submitted. These may be in the form of drawings to a recognised scale (e.g. 1:50 or 1:100) or sketch drawings which have been annotated with metric dimensions. Catalogue and specification details provided by suppliers (e.g. conservatories and sheds etc) can also be submitted to help describe the proposal.



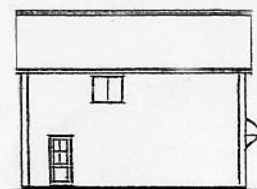
EXISTING REAR ELEVATION



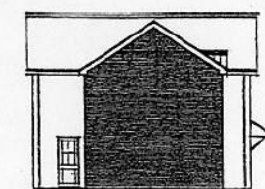
PROPOSED REAR ELEVATION

Fee

A fee of £106.63 is payable to North Kesteven District Council. Payment can be made over the phone, by cheque or online via our NKDC website.



EXISTING SIDE ELEVATION



PROPOSED SIDE ELEVATION