



Ref: PA /

Enquiry about the need for a Planning Application for Residential Property

Please complete the relevant sections of the form to enable us to advise you as to whether a Planning Application is likely to be required for your proposed work. The first two boxes are required for all enquiries. Please supply a sketch plan and/or photographs to illustrate your proposals.

YOUR DETAILS

NameAddress
.....Post Code
Telephone No.....E-MailDate.....

THE PROPOSAL

Address at which works are proposed
.....Town/Parish
Type of dwelling (house/flat, detached/semi/terrace)
Proposed work (e.g. extension, garage, shed, wall/fence, satellite dish, change of use).....

EXTENSIONS

Is the extension proposed to the front, side or rear of the house?
Would the extension be more than one storey high? YES/NO
Measurements: Height to eaves/flat roof.....m Height to ridge.....m Existing eaves height.....m
Widthm Depth.....m Distance to nearest boundary.....m Distance to rear boundary.....m

GARDEN BUILDINGS (sheds, detached garages, summerhouses, decking, containers)

Is the building/structure/container to be located to the front, side or rear of the house?
Would the building/structure/container be located **more** than 20m from the house? YES/NO
Would any part of the building/structure/container be within 2m of a boundary? YES/NO
Would the proposal include the provision of a raised platform/decking **over** 30cm in height? YES/NO
Measurements: Height to eaves/flat roofm Height to ridge.....m Width.....m
Depth.....m Distance to nearest boundary.....m Capacity of container.....litres

ROOF EXTENSIONS, DORMER WINDOWS, ROOFLIGHTS

Is the roof extension/dormer/rooflight proposed to the front, side or rear of the house?
Would the roof extension/dormer/rooflight exceed the highest part of the existing roof? YES/NO
Please supply the following measurements: Heightm Widthm Depthm
Would the rooflight protrude more than 15cm from the plane of the roof? YES/NO

SATELLITE DISH

Are there any existing dishes at this property? YES/NO How many?.....
Will dish be installed on roof? YES/NO If YES, will it protrude above highest part of roof? YES / NO
Will dish be installed on chimney stack? YES/NO Will this be the front, side or rear of the chimney?.....
Is the dish proposed to the front, side or rear of the property?.....
Do you live in a block of flats? YES / NO If YES, is the block less than 15m high? YES / NO

PORCH

Ground area of porch (measured externally) m Overall height of porch m
Distance from porch to boundary with road m
Is the porch to be located to the front, side or rear of the house?.....

SOLAR PANELS

Will the panels be installed on a wall or roof?
Will the panels be attached to the property? YES/NO Or a building within its curtilage YES/NO
Will the panels be attached to the front, side or rear of the property?
Will they protrude more than 20cm from the plane of the wall or roof slope? YES/NO

FENCES, WALLS, GATES

Heightm Lengthm Materials.....
Location Please supply a plan to show where the proposed fence is to be located.

CHIMNEYS, FLUES, VENT PIPES

Would the chimney/flue/vent pipe exceed the highest part of the roof by 1m or more? YES/NO
Is the chimney/flue/vent pipe to be located to the front, side or rear of the house?

DRIVEWAYS, PATHWAYS, HARD SURFACING

Is the hard surface replacing an existing hard surface? YES/NO
Would the hard surface be located between the front of the property and a road? YES/NO
Would the area exceed 5 square metres? YES/NO Aream
Will the hard surface be made from porous materials? YES/NO Materials

NEW OR ALTERED ACCESS, DROPPED KERB

Please describe the proposed works and street name affected by these works
.....
(Please note that separate consent is required from East Sussex Highways Authority for any works that affect a highway. You will also need confirmation from us as to whether planning permission is required.)

CONVERSION OF GARAGE/OUTBUILDING

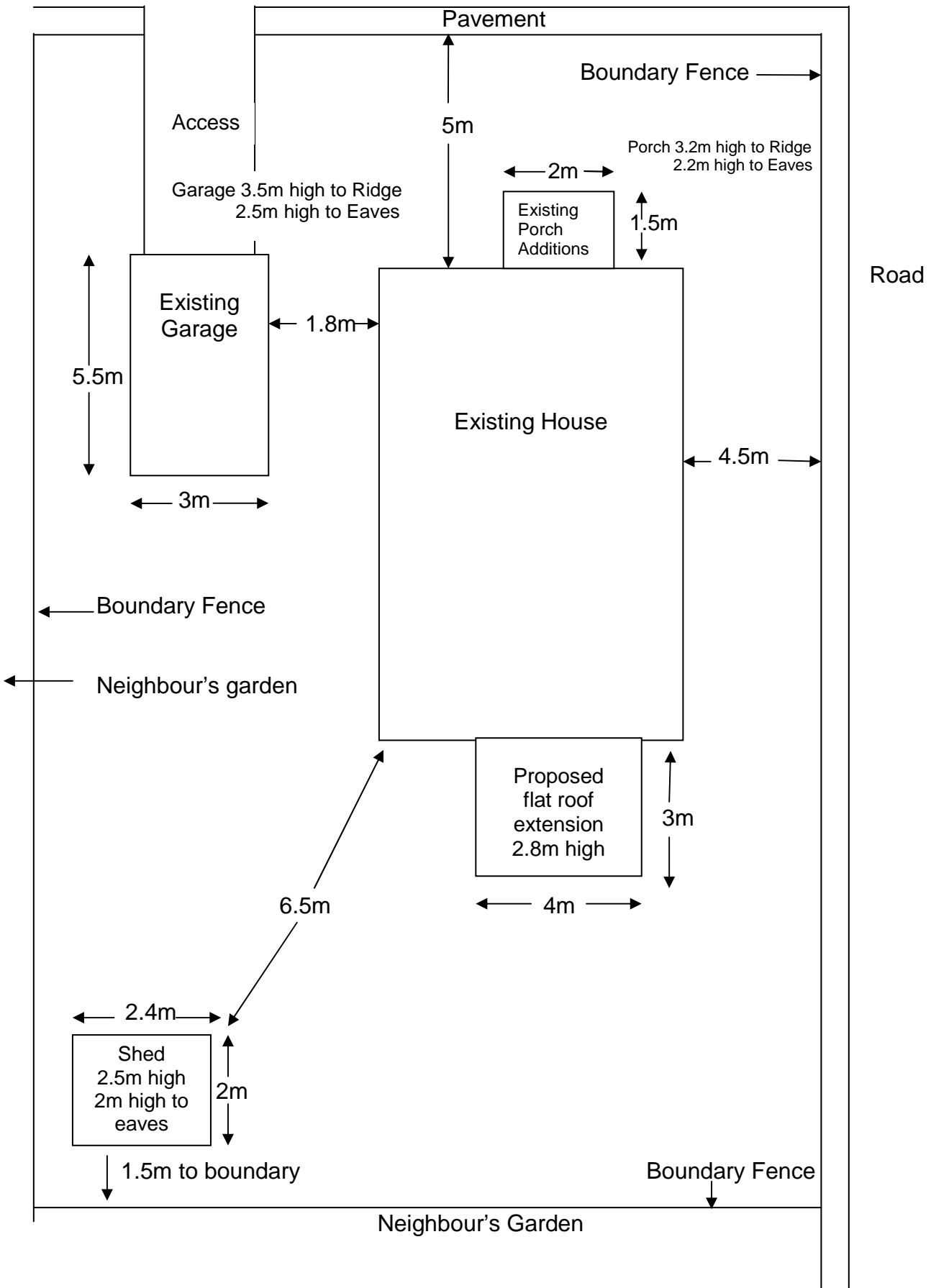
What is the current use of the building?
What is the proposed use of the building?
Please detail any external changes to the building

ANY OTHER ALTERATIONS/PROPOSALS

Please provide full details of the alteration/proposal
.....

Please send this form to: Planning Services, Southover House, Southover Road, Lewes, East Sussex, BN7 1AB

On receipt we will check the history of the site to see if any consent is required and notify you accordingly. This may take up to **15 working days** and you should not make a commitment to carry out any work until you receive a reply. You will be given 'without prejudice' officer opinion on whether or not consent is required, based on the information contained in this form.



Example: not to scale