

# **DO I NEED PLANNING PERMISSION HOUSEHOLDER EXTENSIONS AND ALTERATIONS (PE 1)**

Fee Charge: **£50 + VAT** for 'do I need planning permission' response or **£70 + VAT** for 'acceptable in principle' response. Please note your enquiry will only be validated on receipt of the fee charge. Payment can be made online at <https://www.sunderland.gov.uk/payonline> or by calling 0191 520 5551. **Please make cheque payable to Sunderland City Council**

## **Development and Building Control Services**

**If you are proposing to enlarge or alter your dwelling or erect a building within the boundary of your dwelling, planning permission maybe required.**

**Please complete and return this form to the address above. You will receive a written response to your enquiry advising you if you need to obtain planning permission or not. Where planning permission is required you must obtain this prior to starting any building work.**

**If you have any problems in completing this form please contact us on 0191 520 5551 or via email at [dc@sunderland.gov.uk](mailto:dc@sunderland.gov.uk)**

## **PART 1: CORRESPONDENCE AND SITE DETAILS**

**Name:**

**Address for Correspondence:**

**Daytime Number:**

**Mobile Telephone Number:**

**Email Address:**

**Address of Proposed Works:**

**IMPORTANT – WHEN COMPLETING THIS FORM MEASUREMENTS MUST BE GIVEN IN METRES AND SQUARE METRES**

(Please circle all yes/no answers)

**1. Is the dwelling:**

Detached      Semi-detached      Terraced      Flat      Other (please state) \_\_\_\_\_

**2. Is the site:**    **a Listed Building?**                      Yes      No

**in a Conservation Area**              Yes      No

**3. Have there been any previous extensions or are there any existing detached structures or out buildings at the property?**                      Yes      No

If so please illustrate these on a sketch at the back of this form showing all measurements in metres.

**2: ENQUIRY DETAILS**

In Part 2 please complete the section(s) relevant to the enquiry:

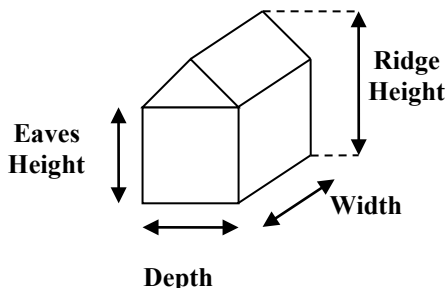
- SECTION A:** Attached Extensions (including car ports)
- SECTION B:** Detached Structures (including garden sheds and green houses)
- SECTION C:** Porches
- SECTION D:** Roof Alterations
- SECTION E:** Hard Surfaces (Driveways, Patios etc.)
- SECTION F:** Decking, Balconies and Verandas
- SECTION G:** Chimneys, Vents, Flues etc.
- SECTION H:** Microwave Antennas

**SECTION A: ATTACHED EXTENSIONS**

**1. Please describe the proposed works and their location in relation to the property.** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**2. Please provide a sketch at the back of this form including measurements.** \_\_\_\_\_

**3. Please specify the external dimensions of the proposal:**



**Ridge Height** \_\_\_\_\_ m

**Eaves Height** \_\_\_\_\_ m

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

**Depth** \_\_\_\_\_ m

4. How far will the proposal be from the side and rear boundaries with neighbouring properties?

\_\_\_\_\_

5. If the proposal is a car port will it be open on two or more sides? Yes No

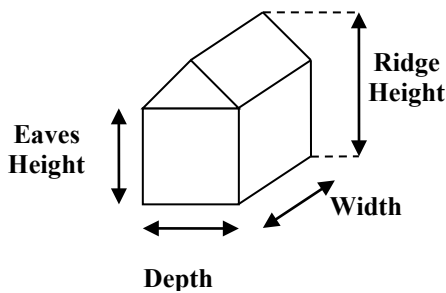
6. Will a new vehicular crossing (dropped kerb) to the highway be required? Yes No

**SECTION B: DETACHED STRUCTURES (INCLUDING DOMESTIC HEATING FUEL CONTAINERS)**

1. Please describe the proposed works and their location in relation to the property. \_\_\_\_\_

2. Please provide a sketch at the back of this form including measurements. \_\_\_\_\_

3. Please specify the external dimensions of the proposal:



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

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

Depth \_\_\_\_\_ m

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

4. How far would the proposal be from the nearest part of your dwelling? \_\_\_\_\_ m

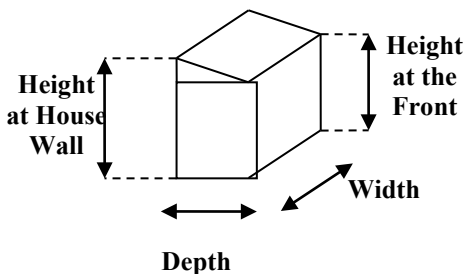
5. Would the capacity of any container proposed exceed 3,500 litres? Yes No N/A

**SECTION C: PORCHES**

1. Please describe the proposed works and their location in relation to the property. \_\_\_\_\_

2. Please provide a sketch at the back of this form including measurements. \_\_\_\_\_

3. Please specify the external dimensions of the proposal:



Height at House Wall: \_\_\_\_\_ m

Height at the Front: \_\_\_\_\_ m

Depth: \_\_\_\_\_ m

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

4. How far would the porch be located from a highway boundary (including public footpaths, roads etc.)? \_\_\_\_\_ m

## SECTION D: ROOF ALTERATIONS

1. Please describe the proposed works and their positioning in relation to the property. \_\_\_\_\_  
\_\_\_\_\_

2. Please provide a sketch at the back of this form including measurements.

3. Would the proposal exceed the height of the existing roof? Yes No

4. If the proposal would include a dormer window please specify the measurements below.

(i) For box dormer windows:

Height: \_\_\_\_\_m

Depth: \_\_\_\_\_m

Width: \_\_\_\_\_m

(ii) For pitched roof dormer windows:

Ridge Height: \_\_\_\_\_m

Eaves Height: \_\_\_\_\_m

Depth: \_\_\_\_\_m

Width: \_\_\_\_\_m

5. Would the proposal include any alterations to the plane of a roof ?  
(e.g roof lights/windows) Yes No

If yes how far would the proposal project beyond the plane of the roof? \_\_\_\_\_cm

## SECTION E: HARD SURFACES (E.G. DRIVEWAYS, PATIOS ETC.)

1. Please describe the proposed works and their positioning in relation to the property. \_\_\_\_\_  
\_\_\_\_\_

2. Please provide a sketch at the back of this form including measurements.

3. Would the proposal replace an existing hard surface? Yes No

4. Would the proposal be situated on land between the principle elevation of the property and a highway? Yes No

5. What is the total area of the proposed hard surface when measured in square metres?  
\_\_\_\_\_sq. metres.

6. Would the proposal be made from porous materials (e.g. gravel, porous concrete or clay blocks)? Yes No

If no, what provision would be made to direct run-off to a permeable or porous area/surface within the curtilage of the property? (E.g. will the rainwater run off onto grass, soil, gravel or similar?) \_\_\_\_\_  
\_\_\_\_\_

7. Are there any existing drains positioned on the site? Yes No

If yes please illustrate these on a sketch at the back of this form.

**SECTION F: DECKING, BALCONIES AND VERANDAS**

1. Please describe the proposed works and their positioning in relation to the property. \_\_\_\_\_  
\_\_\_\_\_

2. Please provide a sketch at the back of this form including measurements. \_\_\_\_\_

3. Is the site level? Yes No

If no please describe the changes in site levels. (This can also be shown on a sketch at the back of this form).

4. If decking is proposed how high would it be when measured from ground level? \_\_\_\_\_m

**SECTION G: CHIMNEYS, VENTS, FLUES**

1. Please describe the proposed works and their positioning in relation to the property. \_\_\_\_\_  
\_\_\_\_\_

2. Please provide a sketch at the back of this form including measurements. \_\_\_\_\_

3. Would the proposal exceed the height of the existing roof by more than 1 metre?  
Yes No

If yes how high would the proposal be? \_\_\_\_\_m

4. In the case of vents and flues would the proposal be positioned on a wall or roof plane which fronts a public highway (e.g. road or footpath)? Yes No

**SECTION H: MICROWAVE ANTENNAS**

1. Please describe the proposed works and their positioning in relation to the property. \_\_\_\_\_  
\_\_\_\_\_

2. Please provide a sketch at the back of this form including measurements. \_\_\_\_\_

3. Are there any existing antennas at the site? Yes No

If yes, how many? \_\_\_\_\_

4. How long would the proposed antenna be? \_\_\_\_\_m

5. Would the proposal protrude above an existing chimney at the property? Yes No

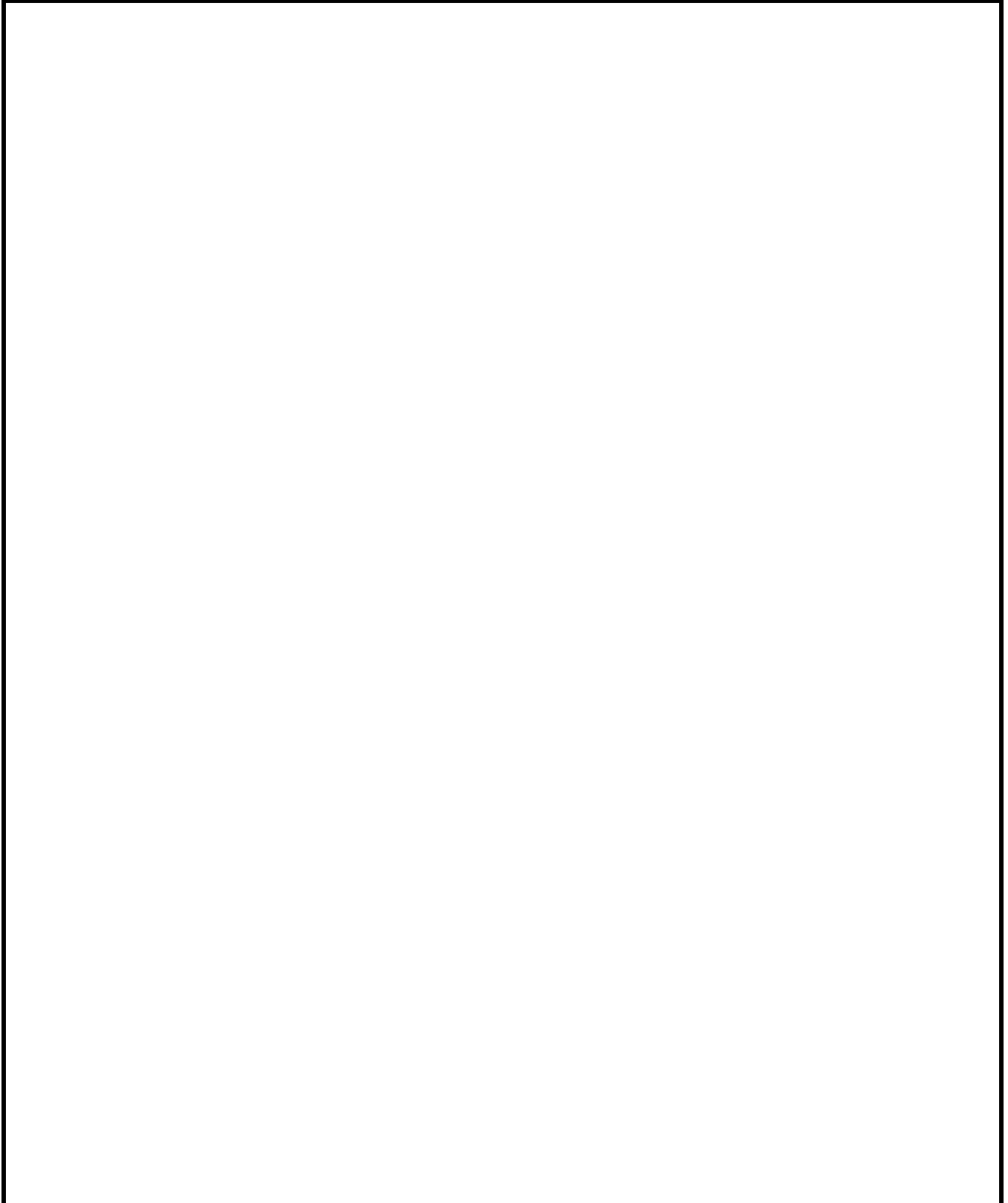
If the property does not have a chimney would the proposal protrude above the highest part of the roof? Yes No

6. Would the cubic capacity of the proposal exceed 35 litres? Yes No

7. Would the proposal be visible from a public highway (road or footpath)? Yes No

### **PART 3: ADDITIONAL INFORMATION**

Please use this space to provide any additional information which you think may help us to answer your enquiry. In addition please sketch a plan of your proposal in relation to the existing property showing all out buildings, previous extensions, neighbouring boundaries etc. With the exception of roof extensions and porches this should show dimensions (in metres) of the whole site including the existing house and garden along with dimensions of the proposal.



**Please return completed form to:**

Sunderland City Council  
Development Control  
City Development  
Plater Way  
Sunderland  
SR1 3AA

Or email the completed form to [dc@sunderland.gov.uk](mailto:dc@sunderland.gov.uk)

**Data Protection: Information given on this form will be recorded on computer and is subject to the provisions of the Data Protection Act 1998.**

**Access to Information Legislation**

Planning Applications are subject to public scrutiny and involve the Council publishing a significant amount of application documentation, as required by law. Pre-application enquiries and advice is not subject to the same level of public scrutiny and will not be routinely published. You should note that the Council is required to process pre-application records in accordance with Data Protection, Freedom of Information and Environmental Information legislation and may be required to release case-specific information in response to individual requests. The Council will consult you in relation to any relevant requests but you should note that the final decision on whether particular information is released rests with the Council.

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