Winchester City Council

Do I need Planning Permission?

THIS IS NOT AN OFFICIAL PLANNING APPLICATION OR DETERMINATION FORM. It has been designed to help people who want to know if they are likely to need planning permission to carry out improvement works to their **home**. Further planning guidance is available in 'Planning: A guide for householders' which is available upon request from this office. Please fill in this form if you want us to make sure whether or not you need planning permission. We aim to reply within **21days of receipt.** Please leave a daytime contact telephone number so that we can contact you if we need more information.

1. Your name and contact address

. . . . . .

. . . . . .

Postcode . . . . . Daytime Telephone Number . . . . . .

2. Site address

. . . . . .

. . . . . .

Postcode . . . . . .

Is your home a ❑ House ❑ Bungalow ❑ Maisonette/flat (please state number of storeys) ☐

If a house please specify if it is: ❑ Terraced ❑ Semi-detached ❑ Detached

3. Please give a brief description of the proposed works

. . . . . .

Draw a sketch of your proposal in the space provided on the reverse of this form. If you have already had plans prepared please attach them to this form. If you have photographs or a site location plan these would also be useful.

Please include the following details on your sketch overleaf:

4. Adding a porch?

We need to know:

i. The ground area of the porch (length & width measured externally) ☐ Sq. Metres

ii. Its height ☐ Metres

iii. How far it would be from the road? ☐ Metres

5. New extensions and additions to your house and garden (including new conservatories, balconies, and verandas, sheds, garages etc.)

We need to know:

i. Where the extension/structure is to be built (i.e. at the front, back or side)

ii. All the external dimensions of the extension/structure (height, width and length) in metres

iii. How far it is from the boundaries

iv. Details of any other extensions, conservatories, garages, sheds, and any other outbuildings in the garden and the distance they are from the house **and** the proposed extension/structure

v. What it will be used for

vi. Details of any road, cycleway, or footpath to the side or back of your house

6. Putting up a gate, wall or fence?

We need to know:

i. The proposed position of any new fence, wall or gate

ii. The proposed height in metres

iii. If it replaces an existing fence, wall or gate please give the height of the original fence, wall or gate

7. Please use this space to draw a sketch of your proposal

Please send this information to:

Winchester City Council
Planning Control
City Offices
Colebrook Street
Winchester SO23 9LJ

Telephone **01962 840 222**
Fax No. **01962 841 365**
Email **planning@winchester.gov.uk**
www.winchester.gov.uk

The Council Offices are open:
8.00am to 5.30pm Monday to Friday

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