



**Application to determine if Prior Approval is required for a Householder Extension**

**The Town and Country Planning (General Permitted Development) (England) Order 2015  
Condition A.4 of Schedule 2 Part 1 Class A**

Please complete the following. Important notes are provided overleaf.

**Applicant Name & Address (required)**

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**Agent Name & Address (if applicable)**

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**Applicant Email Address**

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**Agent Email Address**

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**Address where the works are to be carried out**

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Type of House: Detached:

Other:

**Brief Description of proposed works (including details of any window locations)**

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How far would the extension project beyond the rear wall (measured externally)  m

Eaves height of proposed extension (measured externally above natural ground level)  m

Maximum height of proposed extension (measured externally above natural ground level)  m

**You must also provide a plan indicating the site and showing the proposed development.**

Whilst not submission requirements of the legislation, it is recommended that you also provide the following in order to enable the Council to properly assess compliance with the permitted development criteria:

- A site layout plan drawn to a recognised metric scale showing the existing dwelling, the proposed extension and the boundaries of the site;
- A basic elevation drawing showing the proposed extension relative to the existing dwelling OR details of the eaves and maximum heights of the part of the existing dwelling to be extended.
- Details of the materials to be used on the external elevations of the extension or a statement to confirm that they would be similar in appearance to those on the existing dwelling.

**PLEASE NOTE THAT, NOTWITHSTANDING THE SUBMISSION REQUIREMENTS SET OUT IN THE LEGISLATION, YOUR APPLICATION WILL BE REFUSED IF THE COUNCIL DOES NOT HAVE ALL OF THE INFORMATION REQUIRED TO ASSESS COMPLIANCE WITH THE PERMITTED DEVELOPMENT CRITERIA.**

Please list all the addresses of any adjoining properties i.e. any property that shares a boundary with the site:

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Signed Applicant/Agent

Date

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**Important Notes for Developers:**

- This form is optional, as the legislation does not require that you submit a form. However, this form has been designed to help ensure that you provide the Local Planning Authority (LPA) with the information required by the legislation. Please submit your form to [planning@wyre.gov.uk](mailto:planning@wyre.gov.uk) or via the post to Wyre Council, The Civic Centre, Breck Road, Poulton-Le-Fylde, FY6 7PU
- The Council may refuse the application where the proposed development either would not comply with the permitted development criteria, or where insufficient information has been provided to enable the Council to make a full and proper assessment.
- The Council will notify all adjoining properties of the proposal and allow 21 days for representations.
- If an objection is received from any adjoining property then prior approval is required and the Council must consider the potential impact of the proposal on the amenity of **all** adjoining properties. The Council is entitled to ask for additional information to enable this assessment. Your application may be refused if the information submitted fails to demonstrate that the impact of the proposal would be acceptable. You may therefore wish to provide additional information at the outset to support your application such as:
  - Details of the form of the roof, e.g. would it be flat, mono-pitched, dual-pitched? Would it have a parapet wall? How high would the eaves or maximum height of the extension be closest to the nearest adjoining property? This may be most easily shown through the submission of a drawing.
  - Demonstration that the measurements stated for the eaves and maximum height of the extension are based on the correct interpretation of the term 'height' where the natural ground level immediately adjacent to the proposed development is not uniform. This may be most easily shown through the submission of a levels drawing.
  - Information on the size and position of any glazing and whether or not it would be opening or non-opening, clear or obscure glazed.
  - Details of the external materials to be used.
- The Council has 42 days from the date of a valid submission to notify you that either:
  - Prior approval is not required (because no neighbour objection has been received)
  - Prior approval is required (because one or more objection has been received) and is granted
  - Prior approval is required (because one or more objection has been received) and is refused
- If prior approval is not required, or if prior approval is given, or if the Council fails to notify you of one of the above outcomes within 42 days, then this will indicate that the proposed development would comply with condition A.4 of Part 1 Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015.
- If prior approval is refused, then this will indicate that the proposed development would not comply with condition A.4 of Part 1 Class A of Part 1 Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 and would not be permitted development. Please note that, should your application be refused, you would have the right of appeal to the Planning Inspectorate. Any works undertaken without the proper authorisation are carried out at your own risk.
- If you do not receive acknowledgement of your application within two weeks of submission, please contact the Council to confirm receipt. If you do not receive notification of the outcome of your application within six weeks of submission, please contact the Council to see if a notification has been issued in case it has been lost in the post.