

GUIDANCE NOTE

APPLICATION FOR PRIOR APPROVAL FOR HOUSEHOLDER EXTENSION Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013:

On 30th May 2013 new arrangements will come into force affecting what a householder can build under the above order. This is a new procedure set between a Lawful Development Certificate and formal planning application.

What the applicant needs to know:

- i) This is a prior approval system and cannot be done retrospectively. If work has started then this procedure cannot be used and a full planning application would be required
- ii) This process does not apply if you live in a conservation area where normal 'permitted development' rules will still apply
- iii) This process applies only to a single family dwelling house and not if the house has been converted into flats
- iv) This procedure does not replace the options available for 3m and 4m extensions from an original rear wall where a Lawful Development Certificate is still the advisable course of action for an applicant
- v) You will still have to comply with all the other requirements of Class A of Part 1 of the General Permitted Development Order 2008.

Required Information:

In order that the Council can validate the application for prior approval, the following information must be provided:

- i) The property address and a written description of the proposed development
- ii) Written confirmation of how far the enlarged part of the dwellinghouse extends beyond the rear wall of the original dwellinghouse
- iii) Written confirmation of the maximum height of the enlarged part of the dwellinghouse
- iv) Written confirmation of the height of the eaves of the enlarged part of the dwellinghouse.
- v) A scaled plan indicating the site and showing the proposed development
- vi) The addresses of any adjoining premises.
- vii) The developer's contact address
- viii) The developer's email address if the developer is content to receive communications electronically.

Application Form:

You are not required to submit the information on a standard form, however a template and form for online submissions will be available on the Council website.

Plan:

The plan should clearly identify the site in relation to adjoining properties and highways, be to scale and show the direction of north.

A block plan with dimensions of what is proposed will be required. 3 copies of any hardcopy plans should be submitted. All electronic plans should be submitted in pdf format and should be printable to maximum A3 size.

Where to submit the application:

The application should be sent to Development and Regulatory Services, Building 4, North London Business Park, Oakleigh Road South, London, N11 1NP, by email to: planning.PAApplication@barnet.gov.uk or can be submitted online at www.barnet.gov.uk/planning.

Neighbour consultation:

On receipt of the application and all the required information, the Council will write to owner/occupiers adjoining the site to see if they have any objections.

Decision:

- If no objection is received:

If no objections are received then you will be able to go ahead with the development if it is lawful ie permitted under all the criteria set out in Class A, Part 1 of Schedule 2 of the General Permitted Development Order.

PLEASE NOTE, THAT THE APPLICATION FOR PRIOR APPROVAL RELATES ONLY TO THE NOTIFICATION PROCEDURE AND DOES NOT CONFIRM WHETHER OR NOT THE EXTENSION IS LAWFUL. FOR WRITTEN CONFIRMATION OF THIS, AN APPLICATION FOR A LAWFUL DEVELOPMENT CERTIFICATE SHOULD BE SUBMITTED.

If you require written confirmation that prior approval is not required then send a request with a cheque for £72 to the Planning Enquiry Team, Development and Regulatory Services, Building 4, North London Business Park, Oakleigh Road South, London, N11 1NP or email: planning.enquiry@barnet.gov.uk.

- If one or more objections are received:

If objections are received then the prior approval of the Council will be required. The Council will consider whether the proposed development is likely to cause significant harm to the amenity of any neighbouring occupier. You will receive a decision within 42 days of the application validation date advising you whether that approval is given or refused.

Implementation of the development:

- i) The development must be implemented in accordance with the details submitted and comply with all the requirements of Class A of Part 1 of the General Permitted Development Order 2008.
- ii) You must notify the Council in writing once the development has been completed, giving the name of the developer, the address or location of the development and the date of completion
- iii) The development must be completed on or before 30th May 2016.

- iv) The applicant should be aware that the building works will require building regulations approval and should contact Barnet Building Control for advice on 02083594600 or at building.control@barnet.gov.uk.