



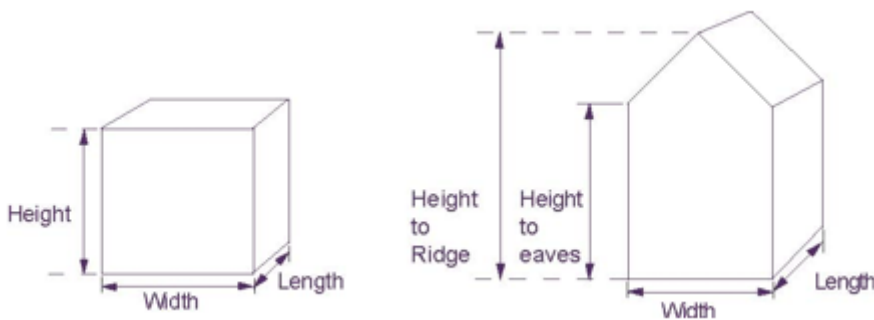
# Doncaster Council

## Householder ENQUIRY FORM

### NOTES FOR GUIDANCE

The following two diagrams explain the various measurements required to complete this form.

**All measurements should be in metres.**



A **highway** is a road or footpath which the general public has free access over.  
Your **boundary** is the point where your land meets someone else's land.

### ADDITIONAL INFORMATION

This enquiry form only relates to extensions/building which are for domestic use (ie not used for business purposes). If you wish to extend your home or erect a building specifically for business use then planning permission will be required.

Please note that this form and the subsequent response do not mean that you have received planning permission or a determination under Section 192 of the Town & Country Planning Act 1990 (as amended).

Once we have received your completed householder enquiry form you will be sent a written response indicating whether or not planning permission is required for your proposal.

**Please Note all enquiries whether the outcome is Permitted Development or Planning Permission Required, will be made available on our website.**

### 1. YOUR DETAILS

Name .....

Address .....



# Doncaster Council

Email .....

Daytime Telephone .....

Address of Property to be altered if different

.....  
.....  
.....

Description of Proposal

.....  
.....  
.....

## 2. EXISTING EXTENSIONS / BUILDINGS

Has your house ever been extended since it was first built eg. Kitchen, porch, conservatory etc?

Yes	
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No	
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If YES, what is the size of the extension(s)? Please state in **metres**

Extension Type	Length	Width	Height from flat roof / to eaves	To ridge if applicable

Has any building been erected within the garden of your house (such as garage, summerhouse, shed, store?)

Yes	
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No	
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If YES, what is the size of the existing buildings? Please state in **metres**

Extension Type	Length	Width	Height from flat roof / to eaves	To ridge if applicable



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## 3. PROPOSED EXTENSIONS / BUILDINGS

### A. EXTENSIONS / CONSERVATORIES

What is the size of the proposed extension? Please state in **metres**.

Extension Type	Length (Distance proposal will extend from original property in a rearwards or forwards direction).	Width	Height from flat roof / to eaves	To ridge if applicable

Is the extension ground floor or 1<sup>st</sup> floor?

<b>Ground</b>	
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<b>First</b>	
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### B. GARAGES / CARPORTS / OUTBUILDINGS

What is the size of the proposed building? Please state in **metres**.

Extension Type	Length	Width	Height from flat roof / to eaves	To ridge if applicable

Is the proposed wholly detached from the house?

<b>Yes</b>	
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<b>No</b>	
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If YES, how far is it from the house? Please state in metres. ....

What is the distance from the boundary? Please state in metres.....

Will the proposal be closer to a highway than the existing house? If YES, give distance from dwelling to highway. Please state in metres.....

Will you create a new vehicular access?.....



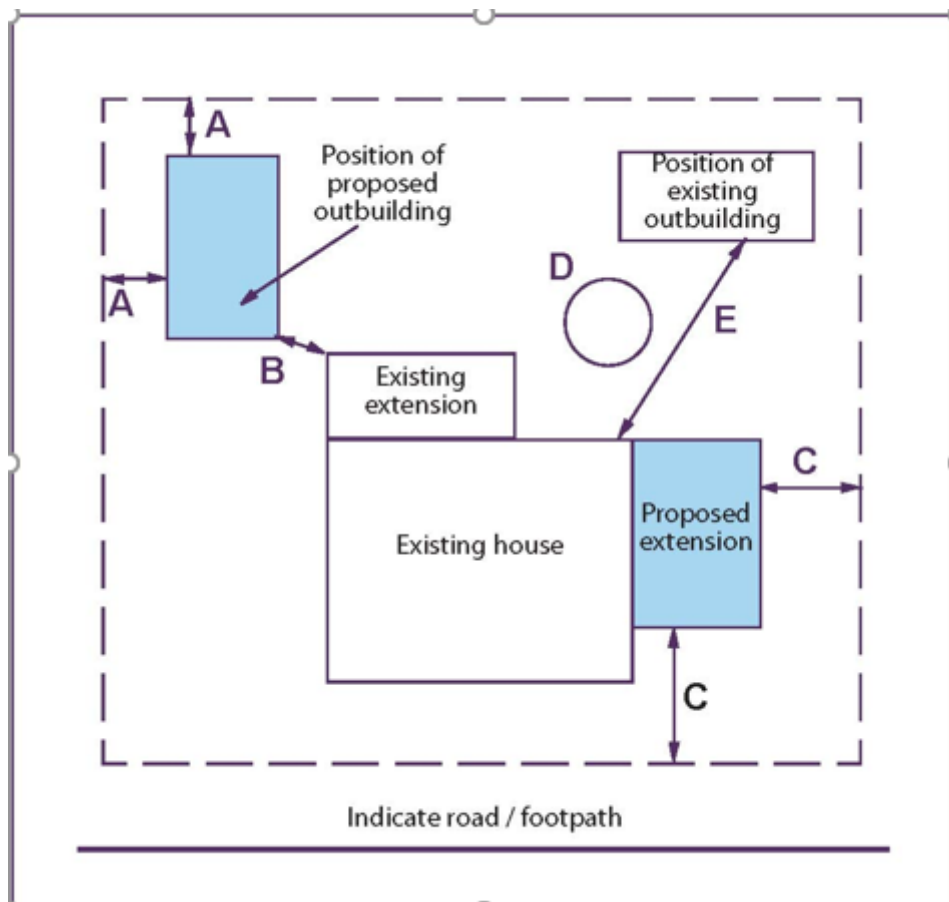
## 4. PROPOSED FENCING

What is the size of the proposed fencing? Please state height in **metres**.

Length	Width	Height

## 5. EXAMPLE SKETCH PLAN

Please provide a sketch plan like the one below showing all of the details indicated in the box:



Please show all distances in metres:

**A** Show the distance between the proposed outbuilding and the property / site boundaries.

**B** Show the distance between proposed outbuilding and the existing house

**C** Show the distance between proposed extension and property / site boundaries

**D** Show the position of any trees that may be affected

**E** Distance existing outbuilding is from house and / or proposed extension



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## 6. YOUR SKETCH (Mandatory), Please see example

Please provide a sketch of your proposal showing the location and overall dimensions. Also provide distances from dwelling and to boundaries. If you intend to alter ground levels or do other works not mentioned overleaf please give details.

## 7. DECLARATION

**I confirm that to the best of my knowledge, the information given is a true and correct.**

**Signature:..... Date:.....**

May I take this opportunity to remind you that you will almost certainly need approval for the work under the Building Regulations and you should therefore call 734848 and ask to speak to a Building Control Surveyor.

Please note that the fee payable for this request is **£70**. Please send a cheque made payable to DMBC. Alternatively, you can ring (01302) 734854 and pay by debit card.

## 8. CONTACTS

**Once completed please return to :**

**Doncaster Council, Development Management  
Civic Office**



# Doncaster Council

**Waterdale  
Doncaster  
DN1 3BU**

**Tel.(01302) 736000**

**Email: [tsi@doncaster.gov.uk](mailto:tsi@doncaster.gov.uk)**

## **Privacy Notice**

The Council is committed to meeting its data protection obligations and handling your information securely. You should make sure you read and understand the Planning Services privacy notice, which sets out what you need to know about how Doncaster Council will use your information in the course of our work as a Local Planning Authority.

<http://www.doncaster.gov.uk/services/the-council-democracy/planning-service-privacy-notice>