

For Office Use Only | **PA** Application Form

BGCBC Ref. No.:

Receipt No.:

DO I NEED PLANNING PERMISSION FOR **HOUSEHOLDER DEVELOPMENT? ***

Please complete this form if you would like an officer's opinion on whether Planning Permission is required. **Please note this is not a formal Planning Application.**

Important

The response that will be provided in relation to the query is an informal response based upon the level of information provided. Should the works undertaken differ from the details provided you may be liable to enforcement action. Alternatively, if you require a formal determination you will need to apply for a Lawful Development Certificate.

1 Briefly describe what you want to do and provide a sketch plan/drawing overleaf (see example provided)

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2 Contact Details

Full Name:			
Full Address:			
POST CODE:		Contact Tel./Mobile Number:	
Email:			

3 Details of Property of The Proposed Development / Query (if different to above contact details)

Full Address:	
POST CODE:	

4 Is the property detached, semi-detached or terraced?

NB: Planning permission is always required to extend or materially alter the external appearance of flats (apart from in some cases, installing solar panels).

If you have any queries in relation to completing this form please contact Development Management, Planning Division on 01495 364847 or email planning@blaenau-gwent.gov.uk

Please return the form to planning@blaenau-gwent.gov.uk or post to Development Management, General Offices, Steelworks Road, Ebbw Vale, NP23 6DN

Payment can be made online via our website home page / 'Make a Payment' link, a guide is available on request.

*Any development within the curtilage of a residential property.

The Council will process your personal data in accordance with Data Protection Legislation. For more information and access to privacy notices outlining how the Council handles your personal data, please go to the Data Protection section of the Council's [website](#).



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Sketch Plan of the Proposed Alterations

If you already have drawings of your proposed development, please provide us with a copy. Otherwise, please provide your **own** sketches, indicating all relevant **external** measurements (in **metric i.e. cm or m**):

Property Address:	
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Please use additional sheets as required

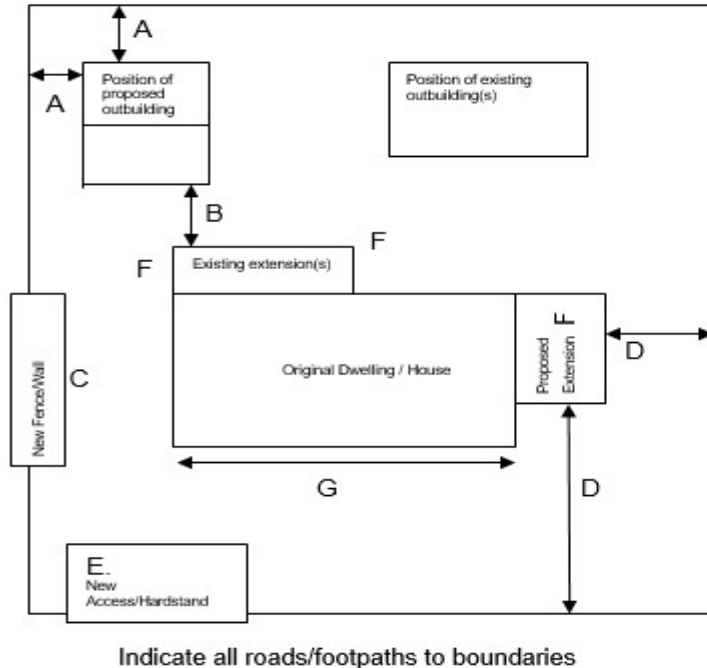


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Example of a Sketch Plan

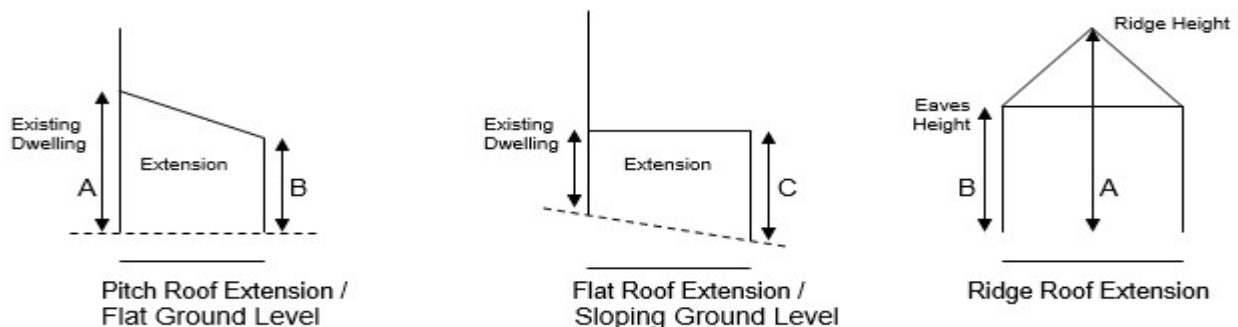
Please provide your own sketch based on the level of information in the example shown. All measurements to be metric:

PLEASE NOTE: this is a guideline only and should not be copied



- A. Show distance between proposed outbuilding and the property boundaries.
- B. Show distance between proposed outbuilding and the existing dwelling
- C. Position and height of boundary fence/wall (if one is proposed) stating if it will be a retaining wall.
- D. Show distance between proposed extension and the property boundaries
- E. Position of New Access/Hardstanding (if one is proposed) including details of surface material.
- F. Position of any trees that may be affected
- G. Width of original house

Example of **external** roof measurement required (height). Please also illustrate the ground levels using a dashed line (as shown below):



Mae'r ddogfen hon hefyd ar gael yn Gymraeg.

This document is also available in Welsh.