

# Make an Planning application

You can download the standard forms in paper format either from the Planning Portal or the relevant local planning authority website and send them in the post.

Just log onto your local planning dept website through the internet and go to the planning forms page.

## Who can apply?

You don't actually need to own land to apply for planning permission for it. This means you can apply for permission before deciding whether or not to buy a piece of land.

The following people must be informed about a planning application relating to land or buildings they have an interest in:

- The owner or all the part-owner/s (if you are not the full owner)
- Any leaseholders with at least seven years' lease remaining
- Any agricultural tenants

## Pre-application advice

It is often a good idea to speak to someone who knows the local district planning rules (ie ourselves at Homeplan Designs) or meet a planning officer for an informal discussion before you submit an application. However, most local planning authorities charge for this service so it's a good idea to check first. (we at Homeplan Designs don't charge for informal advice). However if you have spoken to a planning officer it is also a question you have to answer in the application form and can assist the LPA in dealing with your application.

If you do decide to meet a planning officer you should be fully prepared to describe your proposals and show plans. You can:

- ask for an assessment of whether there seems a reasonable chance of getting permission;
- discuss site problems such as roads, footpaths, power cables, watercourses, sewers and telephone lines; and
- ask about potential problems such as noise and traffic and whether the council might impose conditions to overcome these problems rather than refuse planning permission.

NOTE that all of the above are done as a matter of course should we at Homeplan Designs undertake your project. We can even offer advice as to whether an alternative scheme would achieve a planning approval - or whether it needs planning at all.

*NOTE that in almost **EVERY** case even if an extension doesn't need a planning approval it **WILL** need a consent under the Building Regulations. Even to commence work without an approval is liable to attract a hefty fine as the building regulations are an Act of Law, and are frequently updated. Buildings erected which do not comply with these CODES of practice can be issued with a notice to demolish by the local authority.*