

If you are thinking about carrying out building work to your house or flat, please remember that you may need:

- planning permission;
- building regulation approval (a separate type of council permission); or
- planning permission **and** building regulation approval.

Do I need planning permission for all building work?

You don't need planning permission for all building work. You can carry out some building work without needing to apply for planning permission. This is known as 'permitted development'. Your answers to the questions over the page will help you find out whether you need our permission to carry out the work you want to do.

Do I need building regulation approval for all building work?

You don't need building regulation approval for all building work. The questions over the page will help you find out if you need to apply for this type of permission.

Some kinds of building work always need approval. For example, removing chimney breasts, knocking two rooms into one, most re-roofing and all underpinning (supporting walls).

How can I find out if I need permission?

You need to answer the questions over the page. If you answer 'Yes' to any of these questions, you need to apply for planning permission or building regulation approval.

If you answer 'No' to all the questions, you probably don't need permission but you should phone the Planning Office to check. This leaflet is a general guide and does not cover every possibility. If you don't need permission, ask the Planning Office to confirm this in writing.

Listed buildings

If you live in a 'listed building', you need a separate permission called 'listed building consent'. You need this for any work that would affect the building's character, inside or outside the building. You will need this even if you don't need planning permission.

Other permissions

Depending on the work you want to carry out, you may need other permissions as well as planning permission and building regulation approval. Examples include the following.

- If you live in an ex-council house, you probably need permission from Housing Services to carry out the work. Please phone Housing Management on 01992 564000 to find out more.
- If you want to create a vehicle crossing, you must get in touch with the Highways team on 01279 642500.
- You must make sure you have all the permissions you need before you start work.

Tell your neighbours

If you are planning to build within six metres of a boundary, you must speak to your neighbour about the Party Wall Act. We can let you have a booklet about this. You should speak to your neighbours before you start any building work, whether or not you need permission.

This can help sort out difficulties at an early stage and avoid problems later on.

This leaflet is one of a series that we have produced to give you advice about what permissions you need. **It is for homes only.** If you want to carry out building work to a business or agricultural building, please phone us for advice on 01992 564000.

If you want more information or need to obtain application forms, please visit our website www.eppingforestdc.gov.uk/planning, phone us on 01992 564000. Or you can write to us at: Directorate of Planning & Economic Development, Civic Offices, High Street, Epping, Essex CM16 4BZ.

More information and an interactive guide are available at www.planningportal.gov.uk/england/genpub

Planning permission

- You will need planning permission if you answer **'Yes'** to any of the following questions.
 - If you don't think you need planning permission, you should apply for a Certificate of Lawful Development, before you start work.
 - If your house is a listed building you will also need Listed Building Consent
1. Is the property a flat, maisonette or used for any business?
 2. Has your house had its 'permitted development' rights removed? *These are rights that allow you to do work without needing to ask permission. They are most often removed by a condition which was set when the original permission to build your house was granted. Please check with the Development Control team. This is more likely if that was within the past 30 years.*
 3. Is your house located in a conservation area?
 4. Will the planned extension, including any gutters or foundations, go onto land you do not own?
 5. Will the planned extension extend more than 3 metres (9 feet 10 inches) beyond the rear wall of the original house?
 6. Will the planned extension be located within 7 metres (22 feet 11 ½ inches) of any boundary opposite the rear wall of the house?
 7. Will the planned extension be higher than the highest part of the roof?
 8. Will the eaves of the planned extension be higher than the eaves of the existing house?
 9. Will the planned extension extend beyond any side wall?
 10. Will the eaves of the planned extension be within 2 metres (6 feet 6 inches) of any boundary of your house and be higher than 3 metres (9 feet 10 inches)?
 11. Will the planned extension, together with other outbuildings, cover more than half your garden?
 12. Will there be a raised platform or decking over 30cm (11.8 inches) high, or a veranda or balcony?

Where planning permission is not required the following conditions however still need to be complied with:

- The external materials of any extension (excluding conservatories) shall be of a similar appearance to those of the exterior of the existing house.
- Any windows located above ground floor level in a side wall or roof slope shall be obscure glazed and should not be capable of opening below a height of 1.7 metres (5 feet 7 inches) above the floor of the room.
- The roof pitch of the enlarged part shall be the same as the roof pitch of the original dwelling.

Building regulations

- You need building regulations approval for all extensions to your home. You must apply to us before work starts. We must also approve the work as it progresses. Conservatories do not always need building regulations approval. If you answer **'Yes'** to any of the following questions, you must apply for building regulations approval.
- 5. Will the glass in the roof be less than three quarters of the whole roof area?
- 6. Will the glass in the walls be less than half of the area of the outside wall?
- 7. Will the floor area be larger than 30 square metres (329 square feet)?
- 8. Will there be a permanent opening, like an arch, between the house and the conservatory?

For your safety, the glass must meet the requirements of part N of the Building Regulations. Please ask your glazing supplier or our Building Control team for advice.