

# PERMITTED DEVELOPMENT ENQUIRY



**Leeds**  
CITY COUNCIL

To see if your proposal requires  
**Planning permission**  
or  
**Building Regulations**  
Please complete this form and  
return it to the address on the right

Development Enquiry Centre  
The Leonardo Building  
2 Rossington Street  
Leeds  
LS2 8HD  
Tel: 0113 222 4409  
Fax: 0113 247 4117  
Email: [dec@leeds.gov.uk](mailto:dec@leeds.gov.uk)

**There is a charge of £30 for this service. Cheques should be payable to Leeds City Council.**

This form can be made available in large print, Braille, on audiotape or in minority ethnic community languages

## Section 1 – You and Your Home

### Your Details:

Name:

Address:

Daytime Telephone

Email address:

### Proposed Development:

Development Address & Applicant's Name:  
(if different from above)

Description of Proposed Development:

Location of Proposed Development:

- Front  
 Side  
 Rear

Type of property:

- Detached  Flat  
 Semi-detached  
 Terrace / Town House

## Section 2 – Existing Extensions

Please provide details of any existing extensions to the property

### Existing Rear Extensions

|                                   |   |
|-----------------------------------|---|
| Type of development               | <input type="text" value="Porch / conservatory / extension (delete as appropriate)"/> |
| Number of storeys                 | <input type="text"/>  |
| Distance to nearest side boundary | <input type="text" value="(in metres)"/>  |
| Distance to rear boundary         | <input type="text" value="(in metres)"/>  |
| <b>Dimensions of development</b>  |   |
| Length                            | <input type="text" value="(in metres)"/>  |
| Width                             | <input type="text" value="(in metres)"/>  |
| Height to guttering               | <input type="text" value="(in metres)"/>  |
| Height to ridge                   | <input type="text" value="(in metres)"/>  |
| Height if flat roof               | <input type="text" value="(in metres)"/>  |

### Existing Side extensions

|                                  |   |
|----------------------------------|---|
| Type of development              | <input type="text" value="Porch / conservatory / extension (delete as appropriate)"/> |
| Number of storeys                | <input type="text"/>  |
| Distance to side boundary        | <input type="text" value="(in metres)"/>  |
| Width of original house          | <input type="text" value="(in metres)"/>  |
| <b>Dimensions of development</b> |   |
| Length                           | <input type="text" value="(in metres)"/>  |
| Width                            | <input type="text" value="(in metres)"/>  |
| Height to guttering              | <input type="text" value="(in metres)"/>  |
| Height to ridge                  | <input type="text" value="(in metres)"/>  |
| Height if flat roof              | <input type="text" value="(in metres)"/>  |

### Existing Roof extensions

Please see page 6 for explanation of required dimensions.

#### Dimensions of gable or dormer 1

|                     |  |
|---------------------|--|
| Length at eaves     | <input type="text" value="(In metres)"/> |
| Length at ridge     | <input type="text" value="(In metres)"/> |
| Width               | <input type="text" value="(In metres)"/> |
| Height to guttering | <input type="text" value="(In metres)"/> |
| Height to ridge     | <input type="text" value="(In metres)"/> |

#### Dimensions of gable or dormer 2

|                     |  |
|---------------------|--|
| Length at eaves     | <input type="text" value="(In metres)"/> |
| Length at ridge     | <input type="text" value="(In metres)"/> |
| Width               | <input type="text" value="(In metres)"/> |
| Height to guttering | <input type="text" value="(In metres)"/> |
| Height to ridge     | <input type="text" value="(In metres)"/> |

**Section 3 – Proposed Works**

Please provide details of the proposed works in the relevant section

**Proposed Rear Extensions**

|                                   |  |
|-----------------------------------|--|
| Type of development               | Porch / conservatory / extension (delete as appropriate) |
| Number of storeys                 |  |
| Distance to nearest side boundary | (in metres)  |
| Distance to rear boundary         | (in metres)  |
| <b>Dimensions of development</b>  |  |
| Length                            | (in metres)  |
| Width                             | (in metres)  |
| Height to guttering               | (in metres)  |
| Height to ridge                   | (in metres)  |
| Height if flat roof               | (in metres)  |

**Proposed Side extensions**

|                                  |  |
|----------------------------------|--|
| Type of development              | Porch / conservatory / extension (delete as appropriate) |
| Number of storeys                |  |
| Distance to side boundary        | (in metres)  |
| Width of original house          | (in metres)  |
| <b>Dimensions of development</b> |  |
| Length                           | (in metres)  |
| Width                            | (in metres)  |
| Height to guttering              | (in metres)  |
| Height to ridge                  | (in metres)  |
| Height if flat roof              | (in metres)  |

**Proposed Porch extension**

|                                  |             |
|----------------------------------|-------------|
| Distance to front boundary       | (in metres) |
| <b>Dimensions of development</b> |             |
| Length                           | (in metres) |
| Width                            | (in metres) |
| Height to guttering              | (in metres) |
| Height to ridge                  | (in metres) |
| Height if flat roof              | (in metres) |

## Proposed Garages & Outbuildings

|                                  |  |  |
|----------------------------------|--|--|
| Type of roof to outbuilding      | Flat / Mono-pitched / Dual Pitched (delete as appropriate) |  |
| Distance to nearest boundary     | (in metres)  |  |
| <b>Dimensions of development</b> |  |  |
| Length                           | (in metres)  |  |
| Width                            | (in metres)  |  |
| Height to guttering              | (in metres)  |  |
| Height to ridge                  | (in metres)  |  |
| Height if flat roof              | (in metres)  |  |

## Proposed Roof extensions / Loft Conversions

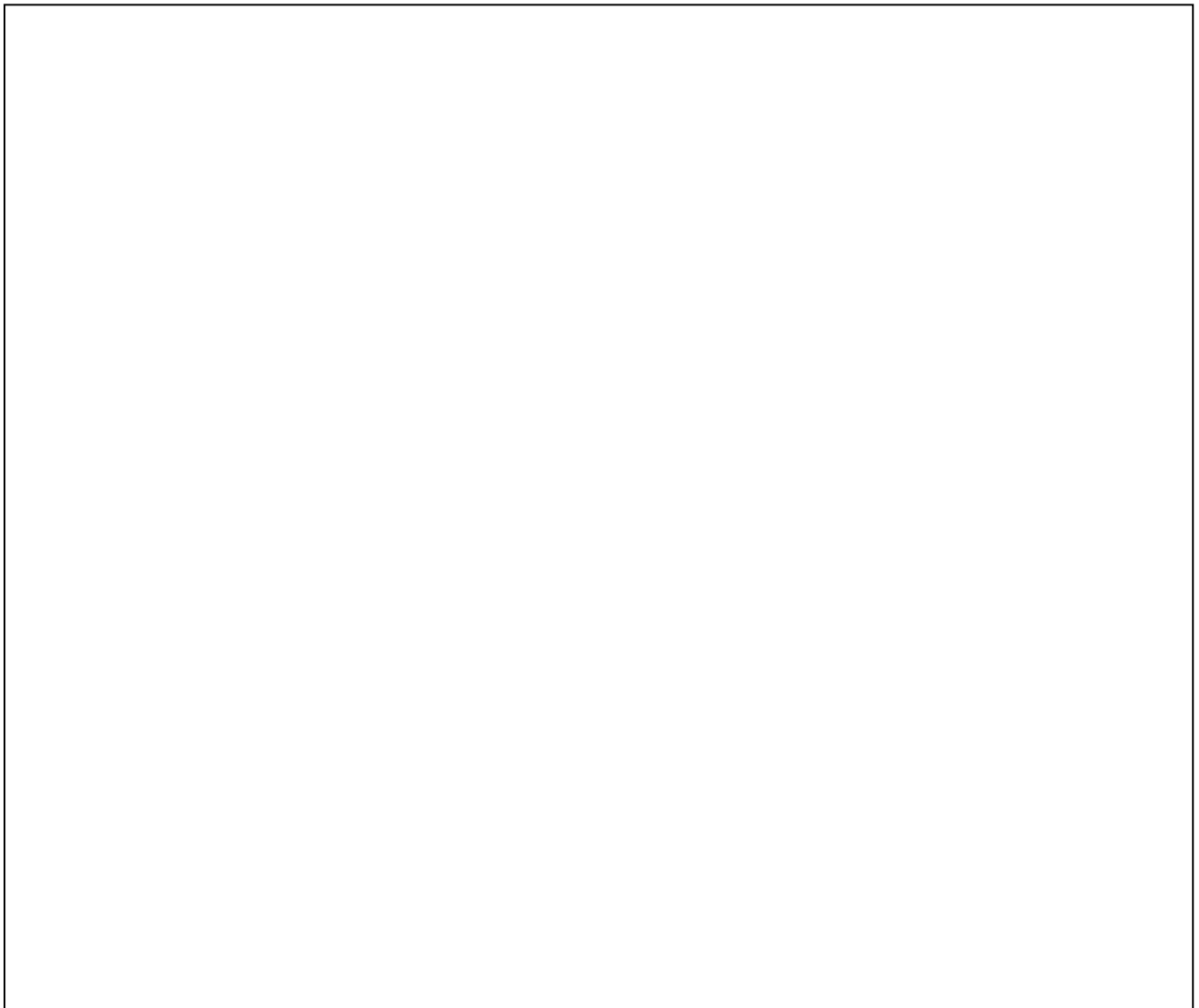
|  |  |  |                             |
|--|--|--|-----------------------------|
| i)   | Are you planning to install roof lights only without dormers | <input type="checkbox"/> Yes           | <input type="checkbox"/> No |
| ii)  | Dimensions of proposed dormer windows                        |  |                             |
| Please refer to Page 6 for explanation of the required dimensions. |  |  |                             |
|  |  | <b>Dimensions of gable or dormer 1</b> |                             |
|  |  | Length at eaves                        | (in metres)                 |
|  |  | Length at ridge                        | (in metres)                 |
|  |  | Width                                  | (in metres)                 |
|  |  | Height to guttering                    | (in metres)                 |
|  |  | Height to ridge                        | (in metres)                 |
|  |  | <b>Dimensions of gable or dormer 2</b> |                             |
|  |  | Length at eaves                        | (in metres)                 |
|  |  | Length at ridge                        | (in metres)                 |
|  |  | Width                                  | (in metres)                 |
|  |  | Height to guttering                    | (in metres)                 |
|  |  | Height to ridge                        | (in metres)                 |

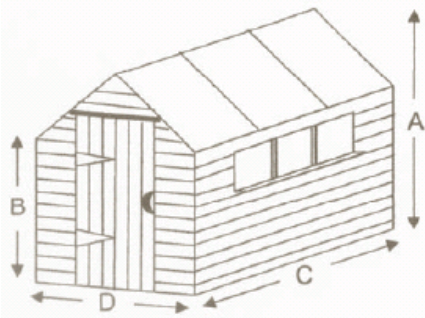
## Fences / Walls & Railings

|                                    | Existing             | Proposed             |
|------------------------------------|----------------------|----------------------|
| Side boundary fence / wall height  | <input type="text"/> | <input type="text"/> |
| Rear boundary fence / wall height  | <input type="text"/> | <input type="text"/> |
| Front boundary fence / wall height | <input type="text"/> | <input type="text"/> |

**Section 4 – Sketch and any other works – If you are not submitting plans with your application then you must complete this section. If this is not completed we may need to contact you for further information which will delay your response**

Please provide a brief sketch (bird's eye view) showing the location of the proposal and the relationship to other buildings and boundaries of your property. If you are carrying out any other work which is not covered by the above categories please provide details below.





**Basic Extensions, Conservatories, Garages and Sheds**

- A Height to Ridge or highest point of roof
- B Height to guttering or lowest point of roof
- C Length
- D Width

**Please provide us with all the above dimensions. If you do not, this may hold up your enquiry.**

