



Do I Need Planning Permission? HOUSEHOLDER PERMITTED DEVELOPMENT ENQUIRY

This map shows the service areas of Aberdeenshire



Any questions about the completion of this form, please contact the planning team:

Telephone enquiries – 01467 534333

Email enquiries – planning@aberdeenshire.gov.uk

Send your completed form to

The E-Planning Team, Aberdeenshire Council, Viewmount, Arduthie Road,
Stonehaven, AB39 2DQ (or email to planningonline@aberdeenshire.gov.uk)

Please note that this form is for development within the curtilage of a dwellinghouse or flat and not for commercial or industrial development.

Assessments are made on the information you supply, no *formal* drawings are required and we will not make a site visit to your property. Therefore, the advice given is our informal opinion. If you wish legal certification that a proposed (or existing) development does not require planning permission then you should make an application for a Certificate of Lawfulness.

Note: The information held with your submission will be managed by the Council in accordance with the principles set out in the General Data Protection Regulations 2018. For further information on how we use your information, who we share this information with and how long we keep information is detailed in our [Privacy Notice](#).

THINGS TO CHECK

Building Standards: The purpose of the building standards system is to protect the public interest. You may therefore need a building warrant before you start work.

Legal Position: Check the legal position and if necessary consult a solicitor to ensure that there are no restrictions on the land or the type of work (including legal title, Article 4 directions and rights of way).

Planning History: The original permission granted may have a condition restricting or prohibiting the kind of work proposed. If in doubt, check with the planning authority.

Listed Buildings and Conservation Areas: Listed Building Consent may be needed if you live in a listed building. If you live in a conservation area you may need to apply for planning permission. If in doubt check with the planning authority.

Historic Monuments: Work proposed in or near any archaeological site or historic monument may need special permission, or certain precautions may be advisable. If in doubt check with the planning authority.

Other Consents: Check that the proposed work does not require a Road or Advert Consent or is causing an obstruction.

You only require to complete the pages for the parts that apply to your proposal.

For all proposals, please answer the following general questions. Depending upon your proposal, you may be required to answer additional questions and provide a sketch and/or photographs.

This is required to enable an assessment to be made as to whether planning permission is required.

1 Your Details

Name:	
Address:	
Postcode:	
Tel No:	
Email:	

2 Address of proposal if different from above

Address:	
Postcode:	

3 The property is a

- Detached or semi-detached dwellinghouse
- Terraced dwellinghouse
- Flat

4 The property is located within a Conservation area

- Yes No Unknown

5 The property is a listed building

- Yes No Unknown

6 What is proposed?

Fully describe the proposal:

Tick all boxes that apply and go to the relevant sections of the form as indicated.

- Ground floor extension (single storey) *go to part 1*
- Ground floor extension (more than one storey) *go to part 2*
- Porch outside any external door *go to part 3*
- Enlargement by way of addition or alteration to roof (eg dormer) *go to part 4*
- Access ramp outside external door *go to part 5*
- Any other external addition or alteration such as roofing material, solar panels on house/flat (not free-standing), satellite dishes, flue (non-biomass), windows, doors, cladding, painting, wind turbines and air source heat pumps (ASHP) *go to part 6*
- Erection of an outbuilding (or alteration of an existing outbuilding) for example, a detached garage, greenhouse, shed or solar panels on an outbuilding *go to part 7*
- Other engineering operations or installations such as free-standing solar panels, wind turbines and air source heat pumps (ASHP), flagpoles, ponds/pools or oil tanks *go to part 8*
- Hard surface *go to part 9*
- Decking or raised platform *go to part 10*
- Boundary enclosure for example, fence, wall or gate, *go to part 11*
- Electric vehicle charging points *go to part 12*

PART 1 Ground floor extension (single storey)

Photographs shall be required as follows:

Provide photos of each elevation of the dwellinghouse in relation to any road/footpath/pavement or any other way over which there is a public right of passage.

Label the photos so that it is clear where the photographs have been taken from.

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint and dimensions (metres squared) of the original dwellinghouse.
- Footprint of:

all extensions to the original dwellinghouse,
all freestanding buildings, and
areas of patio and decking within the curtilage.
- Define the extent of your curtilage. This is generally the parcel of land associated with the dwellinghouse for the enjoyment of the residents of the dwellinghouse and excludes any other land which may be within your ownership, for instance, a field or paddock.
- Clearly highlight the footprint of the proposed development in some way such as hatched or coloured.

PART 1 Ground floor extension (single storey)

Answer the following questions:

- (a) What are the dimensions of the proposed extension (metres)? (Note, these measurements should include any overhang/gutters etc.)

Length: _____ Width: _____ Total Height: _____ Height to Eaves: _____

Total external footprint (metres squared) if known: _____

- (b) What is the total floor area (external dimensions in metres) of the original house?

- (c) Has the house been extended or enlarged since first constructed?

Yes No

If yes, what are these extensions and what is the floor space (external dimensions in metres) of each?

- (d) Are there any decking or patio areas? Yes No

If yes, what is the area in square metres? _____

- (e) Are there any outbuildings within the curtilage for instance domestic garage, summerhouse or shed?

Yes No

If yes, what are the outbuildings and the area in square metres of each?

- (f) Are the proposed works to be sited within one metre of the boundary?

Yes No

PART 2 Ground floor extension (more than one storey)

Photographs shall be required as follows:

Provide photos of each elevation of the dwellinghouse in relation to any road/footpath/pavement or any other way over which there is a public right of passage.

Label the photos so that it is clear where the photographs have been taken from.

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint and dimensions (metres squared) of the original dwellinghouse.
- Footprint of:

all extensions to the original dwellinghouse,
all freestanding buildings, and
areas of patio and decking within the curtilage.
- Define the extent of your curtilage. This is generally the parcel of land associated with the dwellinghouse for the enjoyment of the residents of the dwellinghouse and excludes any other land which may be within your ownership, for instance, a field or paddock.
- Clearly highlight the footprint of the proposed development in some way such as hatched or coloured.

PART 2 Ground floor extension (more than one storey)

Answer the following questions:

- (a) What are the dimensions of the proposed extension (metres)? (Note, these measurements should include any overhang/gutters etc.)

Length: _____ Width: _____ Total Height: _____ Height to Eaves: _____

Total external footprint (metres squared) if known: _____

- (b) What is the total floor area (external dimensions in metres) of the original house?

- (c) Has the house been extended or enlarged since first constructed?

Yes No

If yes, what are these extensions and what is the floor space (external dimensions in metres) of each?

- (d) Are there any decking or hardstanding/patio areas? Yes No

If yes, what is the area in square metres? _____

- (e) Are there any outbuildings within the curtilage for instance domestic garage, summerhouse or shed?

Yes No

If yes, what are the outbuildings and the area in square metres of each?

- (f) Will any part of the proposed development be sited within 10 metres of the boundary?

Yes No

- (g) Will any part of the development exceed the height of the existing dwellinghouse (excluding any chimney)?

Yes No

PART 3 Porch outside any external door

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint of the dwellinghouse and clearly highlight the footprint of the proposed development in some way such as hatched or coloured.

PART 3 Porch outside any external door

Answer the following questions:

(a) Will the porch be constructed over an external door?

Yes No

(b) What are the dimensions of the proposed porch (metres)?

Length: _____ Width: _____ Total Height: _____

If your porch will exceed 3 square metres in area or 3 metres in height, then go to Part 1.

(c) Will the porch be sited within 2 metres of a boundary?

Yes No

PART 4 Enlargement by way of addition or alteration to roof

Photographs shall be required as follows:

Provide photos of each elevation of the dwellinghouse in relation to any road/footpath/pavement or any other way over which there is a public right of passage.

Label the photos so that it is clear where the photographs have been taken from.

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint of the dwellinghouse and clearly highlight the position of the proposed development in some way such as hatched or coloured.

PART 4 Enlargement by way of addition or alteration to roof

Answer the following questions:

- (a) Are any of the proposed works within 10 metres of a boundary?
 Yes No

- (b) Are any of the proposed works within 0.3 metres of the edge of the roof?
 Yes No

- (c) Will any part of the proposed works exceed the height of the existing dwellinghouse (excluding chimney)?
 Yes No

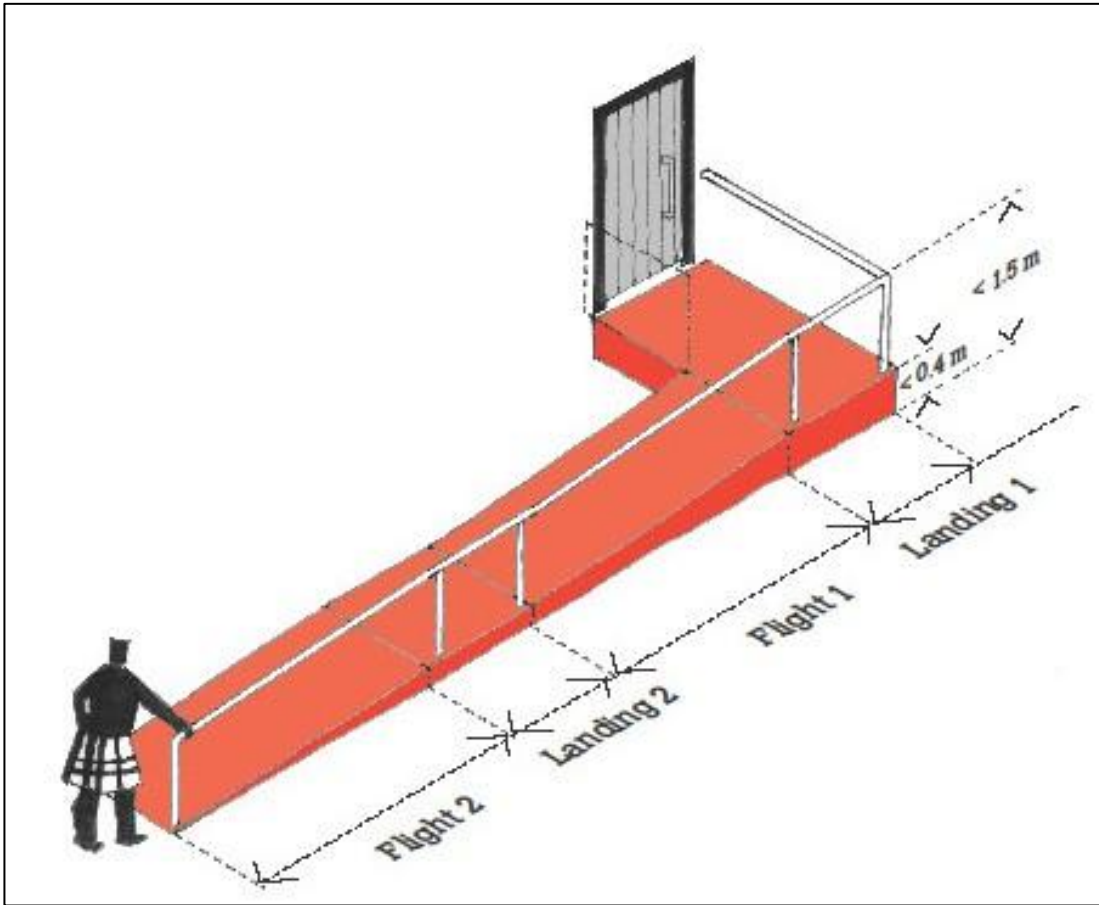
- (d) In the case of a dormer extension, please provide dimensions (metres):

Total width across roof plane: _____

PART 5 Access ramp outside external door

Answer the following questions:

The following diagram shows typical flights and landings for ramps.



(a) What is the combined length of all flights (metres)?

(b) What is the combined length of all landings (metres)?

(c) What is the height of the ramp from ground level (excluding handrail/balustrade)?

(d) What is the combined height of the ramp and any associated handrail/balustrade from ground level?

PART 6 Any other external addition or alteration

Answer the following questions:

- (a) Will the proposal protrude more than one metre from the outer surface of any external wall, roof plane, roof ridge or chimney?

Yes No

- (b) If the property is a flat, will any external existing windows or door openings be altered in size?

Yes No

- (c) If there are any proposed alterations to the roofing material(s), provide details of existing and proposed materials, colour etc. Labelled photographs of the existing roof would be useful.

Existing: _____

Proposed: _____

- (d) **Solar PV or Solar Thermal Equipment only** – if your property is within a conservation area will the solar equipment be located on the principal elevation, or on a side elevation that fronts onto a road?

Yes No

- (e) **Wind Turbine on a detached dwellinghouse only** – NB on a terraced or semi-detached house, planning permission is required.

How many turbines are proposed? _____

Are there any existing turbines on the dwellinghouse?

Yes No

What is the height of the turbine **in metres**, taken from the highest part of the roof on which it will be fixed (excluding any chimney) _____

Will any part of the wind turbine be less than 5m from ground level?

Yes No

Will the swept area of the turbine be more than 4 square metres?

Yes No

Will any part of the turbine be less than 5 metres from the boundary of the curtilage of the dwellinghouse (ie to your garden fence/wall)

Yes No

(f) **Air Source Heat Pump (ASHP) only**

How many ASHPs are proposed? _____

Are there any existing ASHP's within the curtilage or on the dwellinghouse?

Yes No

Will the ASHP protrude more than 1 metre from the outer surface of an external wall, roof plane, roof ridge or chimney?

Yes No

Additional information required for dwellinghouses within conservation areas:

Will the ASHP be at ground level and on a rear elevation?

Yes No

(g) **Alterations or Replacement Windows within a Conservation Area**

Are the windows to be replaced or altered part of the principal elevation?

Yes No

Are the windows to be replaced part of a side elevation where that elevation fronts a road?

Yes No

Will the manner in which the window is opened/closed alter?

Yes No

Will the number, orientation and colour of the panes comprised in the window alter?

Yes No

Will the dimensions and colour of the frames of the window or any astragal bars comprised in the window alter?

Yes No

PART 7 Erection of an outbuilding (or alteration of an existing outbuilding)

Photographs shall be required as follows:

Provide photos of each elevation of the dwellinghouse in relation to any road/footpath/pavement or any other way over which there is a public right of passage.

Label the photos so that it is clear where the photographs have been taken from.

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint and dimensions (metres squared) of the original dwellinghouse.
- Footprint of:
 - all extensions to the original dwellinghouse,
 - all freestanding buildings, and
 - areas of patio and decking within the curtilage.
- Define the extent of your curtilage. This is generally the parcel of land associated with the dwellinghouse for the enjoyment of the residents of the dwellinghouse and excludes any other land which may be within your ownership, for instance, a field or paddock.
- Clearly highlight the footprint of the proposed development in some way such as hatched or coloured.

PART 7 Erection of an outbuilding (or alteration of an existing outbuilding)

Answer the following questions:

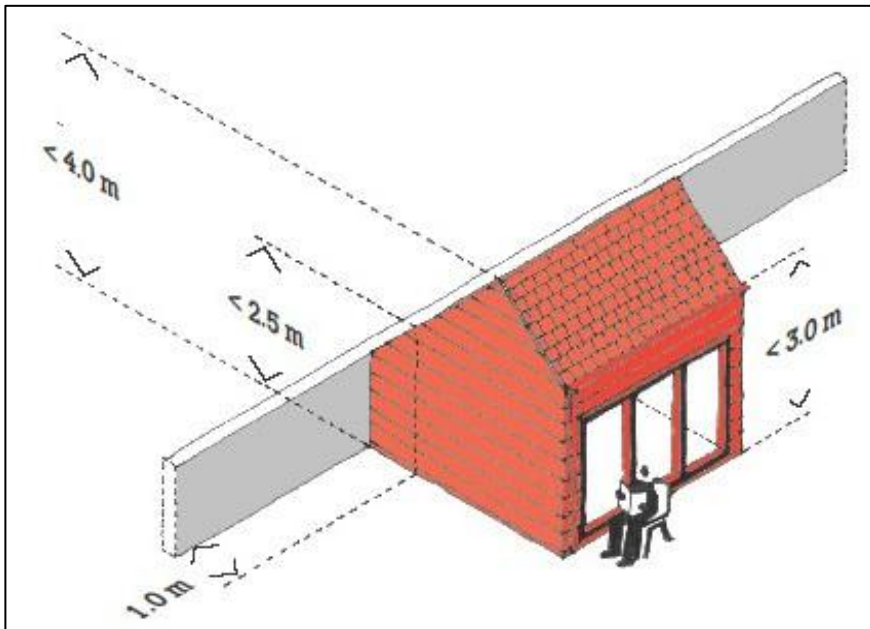
- (a) What are the dimensions of the proposed outbuilding (metres)?
(Note, these measurements should include any overhang/gutters etc.). The height is measured from the original ground level and must include any base/decking it will sit on.

Length: _____ Width: _____ Total Height: _____ Height to Eaves: _____

Total external footprint (metres squared) if known: _____

- (b) Will any part of the proposed works (within one metre of the boundary) exceed 2.5 metres in height? Refer to the diagram.

Yes No



- (c) What is the total floor area (external dimensions in metres) of the original house?

- (d) Has the house been extended or enlarged since first constructed?

Yes No

If yes, what are these extensions and what is the floor space (external dimensions in metres) of each?

(e) Are there any decking or patio areas?

Yes No

If yes, what is the area in square metres _____

(f) Are there any other outbuildings within the curtilage for instance domestic garage, summerhouse or shed?

Yes No

If yes, what are the outbuildings and the area in square metres of each?

(g) **Solar Panels or PV Equipment on an Existing Outbuilding**

Will the panels protrude more than 500 mm from the outer surface of an external wall, roof plane, roof ridge or chimney of the outbuilding?

Yes No

Is the outbuilding in the rear or front garden? _____

PART 8 Other engineering operations or installations

Photographs shall be required as follows:

Provide photos of each elevation of the dwellinghouse in relation to any road/footpath/pavement or any other way over which there is a public right of passage.

Label the photos so that it is clear where the photographs have been taken from.

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint and dimensions (metres squared) of the original dwellinghouse.
- Footprint of:

all extensions to the original dwellinghouse,
all freestanding buildings, and
areas of patio and decking within the curtilage.
- Define the extent of your curtilage. This is generally the parcel of land associated with the dwellinghouse for the enjoyment of the residents of the dwellinghouse and excludes any other land which may be within your ownership, for instance, a field or paddock.
- Clearly highlight the footprint of the proposed development in some way such as hatched or coloured.

PART 8 Other engineering operations or installations

Answer the following questions:

- (a) What are the dimensions of the proposed development (metres)?
(Note, these measurements should include any overhang/gutters etc.). The height is measured from the original ground level.

Length: _____ Width: _____ Height: _____

- (b) What is the total floor area (external dimensions in metres) of the original house?

- (c) Has the house been extended or enlarged since first constructed?

Yes No

If yes, what are these extensions and what is the floor space (external dimensions in metres) of each?

- (d) Are there any decking or patio areas? Yes No

If yes, what is the area in square metres? _____

- (e) Are there any other outbuildings within the curtilage for instance domestic garage, summerhouse or shed?

Yes No

If yes, what are the outbuildings and the area in square metres of each?

- (f) **Free Standing Air Source Heat Pump (ASHP)**

Would any part of the ASHP be forward of a wall forming part of the principal elevation, or a side elevation that fronts a road?

Yes No

What is the height of the ASHP from original ground level (in metres)?

(g) **Free Standing Wind Turbine**

How many turbines are proposed? _____

Are there any existing turbines in the domestic curtilage?

Yes No

What is the overall height from the original ground level to the blade tip (in metres)

Will the lowest part of the wind turbine blade tip be less than 5 metres from ground level?

Yes No

PART 9 Hard surface

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint of the dwellinghouse.
- Define the extent of your curtilage. This is generally the parcel of land associated with the dwellinghouse for the enjoyment of the residents of the dwellinghouse and excludes any other land which may be within your ownership, for instance, a field or paddock.
- Clearly highlight the footprint of the proposed hard surface in some way such as hatched or coloured.

PART 9 Hard surface

Answer the following questions:

- (a) In addition to the proposed hard surface, are you proposing to form a new vehicular access?

Yes No

PART 10 Decking or raised platform

Answer the following questions:

- (a) What is the floor level of the deck or platform from ground level (metres)? Measurement to be taken from the lowest part of the ground level.

- (b) What is the combined height of the deck and balustrade/handrail measured from the lowest part of the ground level (metres)?

- (c) What is the area to be covered by decking (metres squared)?

PART 11 Boundary enclosure

Photographs shall be required as follows:

Provide photos of each elevation of the dwellinghouse in relation to any road/footpath/pavement or any other way over which there is a public right of passage.

Annotate the photographs with heights of existing boundary enclosures.

Label the photos so that it is clear where the photographs have been taken from.

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint of the dwellinghouse.
- Clearly highlight the position of the proposed boundary enclosure(s) in some way such as hatched or coloured. State the proposed height(s).
- Define the extent of your curtilage. This is generally the parcel of land associated with the dwellinghouse for the enjoyment of the residents of the dwellinghouse and excludes any other land which may be within your ownership, for instance a field or paddock.

PART 11 Boundary enclosure

Answer the following questions:

- (a) What is the height of the proposed boundary enclosure (i.e. fence/wall/gate) in metres?
For sloping sites, measurement to be taken from the lowest point of ground level.

- (b) Is the proposal replacing an existing boundary enclosure?

Yes No

If yes, what is the height of the existing boundary enclosure (metres)?

PART 12 Recharging Electrical Outlets

A sketch (drawn to scale or all dimensions shown) shall be required as follows:

Show the following as an aerial sketch (bird's eye view):

- Location of any road, footpath, pavement and any other way over which there is a public right of passage.
- Footprint of the dwellinghouse.
- Define the extent of your curtilage. This is generally the parcel of land associated with the dwellinghouse for the enjoyment of the residents of the dwellinghouse and excludes any other land which may be within your ownership, for instance, a field or paddock.
- Show any existing parking spaces
- Clearly highlight the position of the charging point in some way such as hatched or coloured.

PART 12 Recharging Electrical Outlets

Answer the following question:

- (a) Will the charging point be within an existing qualifying parking space?
(qualifying parking area means an area which:
 - (a) has:*
 - i. as its primary use lawful off-street parking, and*
 - ii. a hard surface, or*
 - (b) is within the curtilage of a dwellinghouse or a building containing one or more flats)*

Yes No

If no, please provide details:

- (b) Please advise where the charging point will be located.

- (c) Will the electrical outlet (including casing) exceed 0.5 cubic metres?

Yes No

- (d) Will the electrical outlet face onto and be within 2 metres of a road?

Yes No