

# NATIONAL REQUIREMENTS FOR VALIDATION AND HELPFUL TIPS: NOTIFICATION OF INTENTION – HOUSEHOLDER SINGLE STOREY REAR EXTENSIONS

\*\*\*Please read this document in conjunction with the Council's Guidance Notes\*\*\*  
[http://www.harrow.gov.uk/download/14110/guidance\\_note\\_householder\\_pd\\_may\\_2013](http://www.harrow.gov.uk/download/14110/guidance_note_householder_pd_may_2013)

On 30<sup>th</sup> May 2013, the Town and Country Planning (General Permitted Development) (Amendment) Order 2013 came into force. Among the new rules are changes to the size of single storey rear extensions which can be built under "Permitted Development".

The new legislation introduces a process which allows most detached dwellinghouses to be extended with a single storey rear extension up to 8 metres beyond the original rear wall, and most semi-detached and terraced houses to be extended by up to 6 metres beyond the original rear wall without planning permission. In each case, the height of single storey rear extension cannot exceed 4m.

If you are wishing to extend your dwellinghouse under this legislation, you are required to submit the below statutory items (highlighted in bold) to the Council. In order to ensure a timely and comprehensive assessment, the Council has set out helpful tips in relation to each of these statutory items.

When a notification is submitted, it is reviewed by Officers to ensure that the submission is complete. If any part is either incomplete or missing we will contact you (or the appointed agent if one is used) to request the missing information and the application will be classed as incomplete until the information is received. For the avoidance of doubt, the 42 days condition at A.4.(8)(c) of the Order would not start until all of the statutory information has been received. Full details of the new legislation can be found at:  
<http://www.legislation.gov.uk/ukxi/2013/1101/article/4./made>

## **(a) a written description of the proposed development including—**

- (i) how far the enlarged part of the dwellinghouse extends beyond the rear wall of the original dwellinghouse;**
- (ii) the maximum height of the enlarged part of the dwellinghouse; and**
- (iii) the height of the eaves of the enlarged part of the dwellinghouse;**

### Helpful tip:

- *It is recommended that these details are provided on the application form, known as 'Notification of Intention – Householder Single Storey Rear Extensions'*
- *This form is optional, as the legislation does not require a form to be submitted. However, the 'Notification of Intention – Householder Single Storey Rear Extensions' form has been designed to help ensure that the information required by the legislation is submitted. This form is available to download on the Harrow Council website*

## **(b) a plan indicating the site and showing the proposed development;**

### Helpful tip:

- *The legislation does not provide any guidance in relation to this plan.*
- *However, it is important to note that if an objection is received from any adjoining premises, then the Council is required to consider the impact of the proposed development on the amenity of all adjoining premises (e.g. loss of light or outlook; overlooking; impact on visual amenity). It is therefore important that consulted neighbours understand the proposal.*

- *It is also important that the Council understands the proposal. If the Council considers that the information submitted is insufficient to assess the impacts, then further information may be sought, or prior approval may be refused on the basis that the information submitted fails to demonstrate that the impact would be acceptable.*
- *To reduce the likeliness of refusal, it is strongly recommended that clear information is submitted upfront, as part of the initial notification.*
- *To this end, it is recommended that proposed floorplans and proposed elevations are submitted. It is also recommended that floorplans and elevations of the original dwellinghouse are submitted. Alternatively, the proposed plans could indicate the location of the original rear wall of the dwellinghouse.*
- *These plans should be reflective of onsite circumstances and it is recommended that natural ground levels of the site and any raised levels (including raised patios) are displayed.*
- *It is recommended that plans are fully dimensioned **or** be to either 1:50 or 1:100 scales with a scale bar indicating a minimum length of 0 to 5 or 0 to 10 metres*
- *You are advised that these plans could be submitted as part of a future Lawful Development Certificate.*

**(c) the addresses of any adjoining premises;**

Helpful tip:

- *In each case, it is recommended that full postal addresses of adjoining premises are provided e.g.*  
     1 Harrow Road,  
     Harrow,  
     HAX XXX
- *The developer should be mindful of adjoining premises that have been converted to flats and also of any properties to the rear.*
- *The developer should also be mindful of any adjoining pieces of land that do not have a building on it. In this case, it may not be possible to establish an address but the developer is nonetheless required to notify the Council of such pieces of land e.g.*  
     Land adjoining 1 Harrow Road,  
     Harrow,  
     HAX XXX

**(d) the developer's contact address; and**

Helpful tip:

- *It is recommended that this information is detailed on the application form, referenced in (a) above*

**(e) the developer's email address if the developer is content to receive communications electronically**

Helpful tip:

- *It is recommended that this information is detailed on the application form, referenced in (a) above*