

**Self-Assessment Form H - Do I need planning permission to add an additional storey(s) to my house? (Class AA)**



**If the proposal is for a flat, maisonette, mobile home, commercial property, or your home is as a result of a conversion from Part 3 Classes M, N, O, P, PA, or Q of 'The Town and Country Planning (General Permitted Development) (England) Order 2015' (GPDO), this form will not apply and full planning permission will be required**

An extension upwards by adding an additional storey(s) does not require an application for planning permission from the Council if:

1. You can answer 'NO' to ALL of the following questions;
2. You comply with all of the conditions (A, B, C, D and E below); and
3. There are no planning restrictions removing rights to extend your property under this Class. If you are unsure if any restrictions have been removed, please email [planning@newark-sherwooddc.gov.uk](mailto:planning@newark-sherwooddc.gov.uk). A fee of £45 (inclusive VAT) is required prior to us responding. We aim to respond within 10 working days of receipt.

**IMPORTANT:** See 'Guidance' towards the end of this form, or for more information refer to the [Planning Portal](#)

**If you answer "YES" to any of the questions, or do not comply with the conditions you will need to apply for [Full Planning Permission](#) (a fee of £528.00 is required, however there are some exemptions to fees). If you can answer "NO" to ALL of the following questions AND comply with all the conditions you WILL STILL BE REQUIRED TO APPLY TO US FOR PRIOR APPROVAL in advance of undertaking the development. Further guidance can be found on the [Planning Portal's website](#). Please check whether your property is located in a [Conservation Area](#) before answering these questions (see the guidance towards the end of this form).**

<b>Is the proposal:</b>			
1.	Located in a Conservation Area?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.	Located in a Site of Special Scientific Interest?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Was the existing house:</b>			
3.	Constructed before 1 July 1948 or after 28 October 2018?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Has the existing house:</b>			
4.	Already been enlarged by the addition of one or more storeys above the original dwellinghouse?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Following the addition, would:</b>			
5.	The house now comprise more than two storeys where the existing house is single-storey?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6.	The house now comprise more than two additional storeys where the existing house has two or more storeys?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7.	The height of the house exceed 18 metres?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.	The height of the house be more than 3.5 metres higher than the existing house (for an existing single-storey house)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9.	The height of the house be more than 7 metres higher than the existing house (for an existing house of two or more storeys)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10.	<p><b>This does not apply to detached houses:</b>                      In the case of a semi-detached property: The height of the house be more than 3.5 metres higher than the height of the adjoining house; or</p> <p>In the case of a terraced property: be more than 3.5 metres higher than the highest part of the roof of any house in the same terraced row?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

11.	The floor-to-ceiling height of the additional storey exceed either 3 metres or the existing floor-to-ceiling height of the <u>principal part</u> <sup>1</sup> of the house, whichever is lower?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Does the proposal:</b>			
12.	Involve the construction of an additional storey to a part of the house other than the <u>principal part</u> ? <sup>1</sup>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
13.	Involve the provision of visible support structures on or attached to the exterior of the house?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
14.	Involve any engineering operations other than works within the <u>curtilage</u> <sup>2</sup> of the house to strengthen existing wall or foundations?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>CONDITIONS: The following conditions <u>must always</u> be complied with:</b>			
A	The materials used on any exterior work must be similar in appearance to the existing house.	Check <input type="checkbox"/>	
B	The addition must not include a window in any wall or roof slope forming a side elevation.	Check <input type="checkbox"/>	
C	The roof pitch of the principal part of the house following the addition must be the same as the roof pitch of the existing house.	Check <input type="checkbox"/>	
D	The house must be used as a house within the meaning of Class C3 of the Schedule to the Use Classes Order.	Check <input type="checkbox"/>	
E	The development must not begin before the developer receives prior approval from the Local Planning Authority. Please see the Planning Portal website for further details - <a href="https://www.planningportal.co.uk/info/200126/applications/60/consent_types/10">https://www.planningportal.co.uk/info/200126/applications/60/consent_types/10</a>	Check <input type="checkbox"/>	

**Please note:** The information and advice contained in this form is not a formal legal determination under Section 192 of the Town and Country Planning Act 1990 and Newark and Sherwood District Council accepts no responsibility for any action taken arising from its use. If you require a written legal determination on the requirement for planning permission, an application for a Certificate of Lawful Proposed Development is required. Applications may be submitted via the [Planning Portal](#). Applications for planning permission can also be submitted this way. To view the legislation, please follow this hyperlink to [The Town and Country Planning \(General Permitted Development\) \(England\) Order 2015](#) refer Schedule 2, Part 1, Class AA. **Please note there have been updates to this legislation since original publication.**

**Guidance:** in terms of original house, although you may not have built an extension to the house, a previous owner may have done so. You should also check that there are no restrictive conditions on any planning decision relating to the property, or if your property is within a Conservation Area or a Listed Building. Please contact a member of our Customer Services team to establish whether any of these constraints or restrictions apply - email [planning@newark-sherwooddc.gov.uk](mailto:planning@newark-sherwooddc.gov.uk) or telephone 01636 650000. If your house is a Listed Building, then Listed Building consent will be required even if planning permission is not necessary.

If you require further information regarding your enquiry you can also speak to our colleagues in Customer Services who can advise and, if necessary, pass your question on to our duty planner. You do not need to make an appointment (service operates between 2pm to 5pm Monday to Friday), however it is important for you to aware that we will not offer any advice which must be obtained through a formal application. If you determine planning permission is required, we do offer our Pre-Application advice service. Further information is available on [our website](#) at or email [planning@newark-sherwooddc.gov.uk](mailto:planning@newark-sherwooddc.gov.uk).

This form does not determine the requirement for Building Regulations approval, which comes under different legislation. Our Local Authority Building Control Partnership (East Midlands Building Consultancy (EMBC)) provides advice and may be contacted on their website at <http://www.eastmidlandsbc.com/> or by telephone on 0333 003 8132.

**Definitions:**

- <sup>1</sup> "Principal part", in relation to a house, means the main part of the house excluding any front, side or rear extension of a lower height.
- <sup>2</sup> "Curtilage", in relation to a house, means an area of land attached to a house which is normally enjoyed by the residents of the associated house.