

# Your Home and Planning Permission

A guide for householders in Northern Ireland



Department of the  
**Environment**

[www.doeni.gov.uk](http://www.doeni.gov.uk)

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## INTRODUCTION

The Department's aim is to improve the quality of life of the people of Northern Ireland by planning and managing development in ways which are sustainable and which contribute to creating a better environment. Submitting a planning application gives an opportunity for your proposed development to be considered in the context of this aim. Proposed development which may seem to be relatively minor to you can have a significant impact on the neighbourhood and the built environment.

In many cases, however, you can carry out small alterations and extensions to your home and property without the need to submit an application for planning permission. This is known as **permitted development**. Generally, permitted development rights are applied to relatively minor non-contentious development where it is considered that, subject to specified exceptions, an application for planning permission is not required.

This publication is to help you to understand if you need planning permission for works carried out around your home. It also tells you how to go about making a planning application if one is needed.

The booklet is simply a guide and is not an exact statement of the law. Planning legislation can be accessed at [www.planningni.gov.uk](http://www.planningni.gov.uk). **The guidance applies only to residential properties occupied by a single person or by people living together as a family.** It should also be noted that a flat or apartment does not benefit from the permitted development rights set out in this guide. If, when you have read the booklet, you are still in doubt, you should contact your local area planning office, where staff will be happy to advise you. A list of all planning offices can be found in Section 14 of this publication.

Even when you don't need planning permission for your proposed works, there are other kinds of approval you may need. For example, you will probably have to get **approval under the building regulations from your local council** for many of the works mentioned in this booklet. Information about this and other types of consent can be found in Section 13.

If you consider the works you propose to carry out are permitted development you can apply to your local area planning office for a Certificate of Lawful Use or Development. This can be particularly beneficial to those participating in the housing market as solicitors representing purchasers will usually require documentary evidence that extensions etc are lawful. An application for a Certificate of Lawful Use or Development must be accompanied by the appropriate fee. For more information see "Fees" in Section 11 of this publication.

**This document may be made available in alternative formats, please contact us to discuss your requirements.** Contact details are available at [www.planningni.gov.uk](http://www.planningni.gov.uk).



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## SECTION 1: BUILDING AN EXTENSION

### Planning permission is not required provided that:

1. The ground area covered by the extension and any other buildings within the boundary of the property, excluding the original house, is not more than half the total area of the property.
2. Any part of the extension is not higher than the highest part of the roof of the existing house.
3. The eaves of the extension are not higher than the eaves of the existing house.
4. Any part of the extension does not extend beyond any wall facing a road if it forms the principal or side elevation of the original house.
5. The eaves are no more than 3 metres in height if any part of the extension is within 2 metres of the property boundary.
6. The materials used in exterior work, except in the case of a conservatory, are of similar appearance to the existing house. (see section 2 for conservatories)
7. An upper floor window on a side elevation within 15 metres of a boundary with another house is obscure glazed; and is non – opening unless the parts which can be opened are more than 1.7 metres above the floor of the room in which the window is installed.
8. A side extension does not exceed 4 metres in height or be wider than half the width of the original house.
9. In a single storey extension (see illustration 1):-
  - a. the extension does not extend beyond the rear wall of the original house by more than 4 metres for a detached house or 3 metres for any other type of house;
  - b. the height of the extension does not exceed 4 metres;
  - c. no part of the extension is within 3.5 metres of any property boundary with a road opposite the rear wall of the house.
10. In an extension with more than one storey (see illustration 2): -
  - a. the extension does not extend beyond the rear wall of the original house by more than 3 metres;
  - b. no part of the extension is within 7 metres of the property boundary opposite the rear wall of the house;
  - c. the roof pitch of the enlargement is as far as practicable the same as that of the original house.

11. If you live in a house within a conservation area, World Heritage Site, area of outstanding natural beauty or National Park-
- no part of the exterior of the house is clad with stone, artificial stone, pebbledash, render, timber, plastic or tiles;
  - the extension is not more than 1 storey or 4 metres in height;
  - no part of the extension extends beyond a principal or side elevation of the original house.

**Note:** *Measurements are always calculated using external measurements.*

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

Illustration 1: Side and rear single storey extensions to detached house

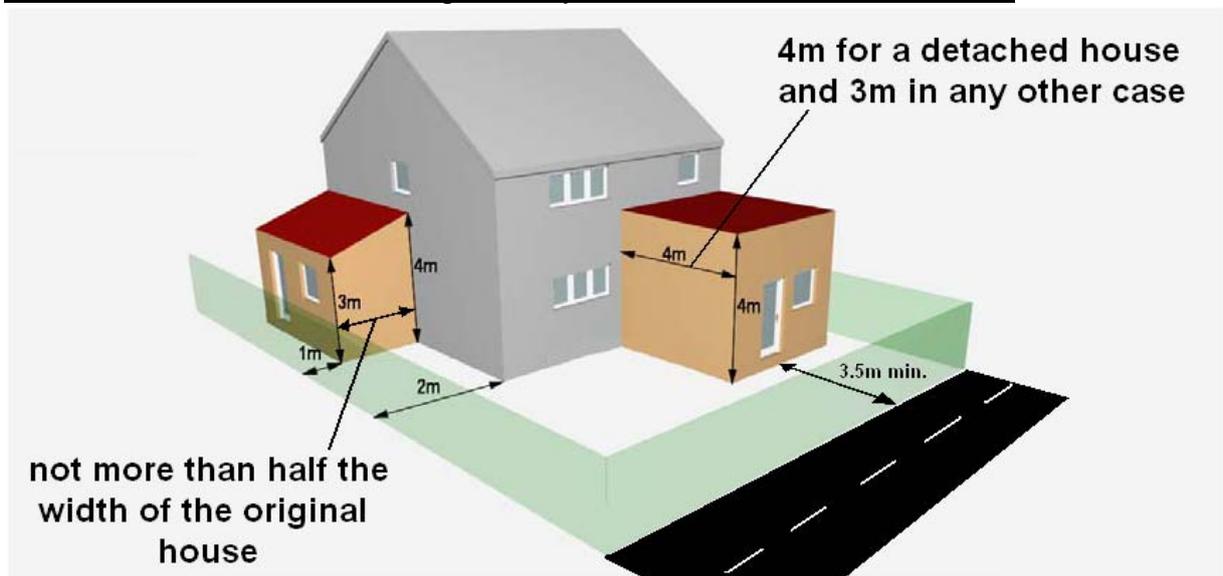
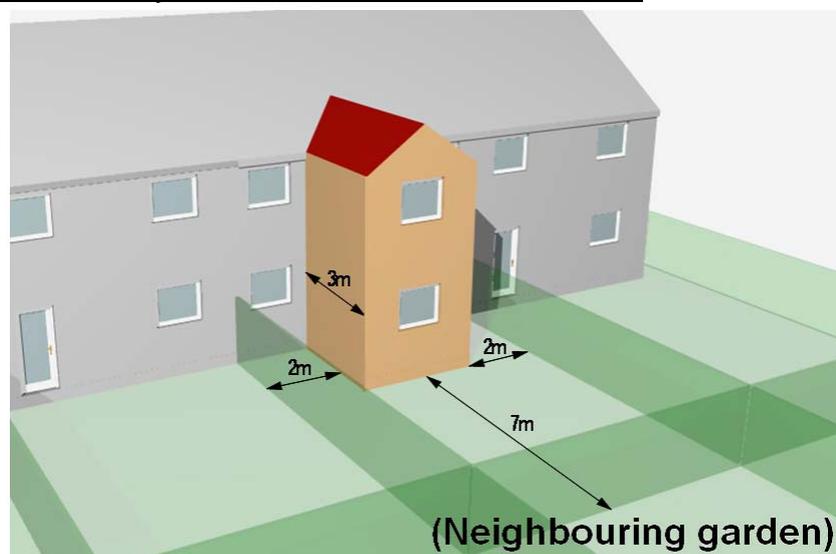


Illustration 2: Two storey rear extension to terraced house



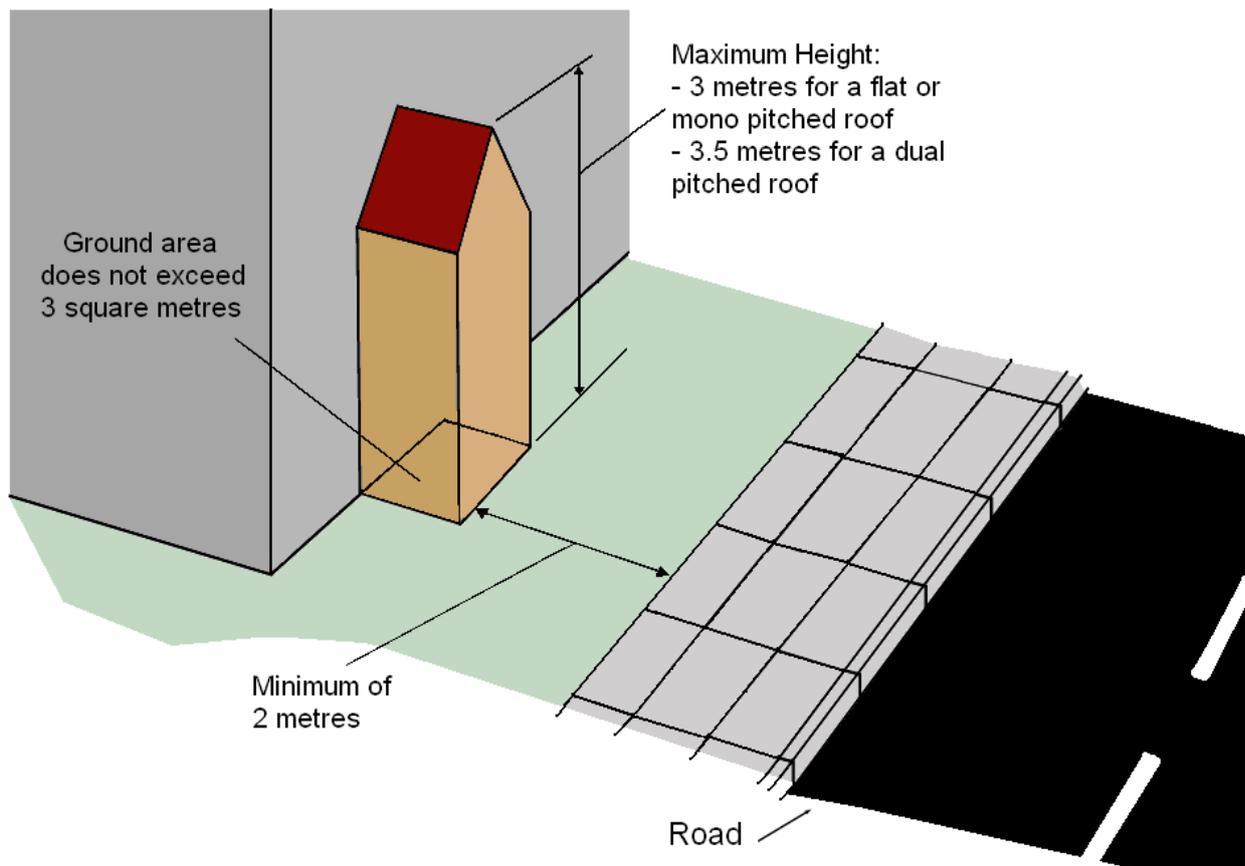
## SECTION 2: ALTERATIONS AND ADDITIONS

### Porches

Planning permission is not required for a porch provided that:

1. The ground area is not more than 3 square metres (measured externally).
2. Any part of the porch does not exceed-
  - a. 3 metres above ground if the roof is flat or mono pitched;
  - b. 3.5 metres above ground if the roof is dual pitched.
3. Any part of the porch is not closer than 2 metres to any boundary with a road or footpath.
4. The materials used are of similar appearance to those of the existing house.

Illustration 3: Building a porch that does not require planning permission



## **Conservatories**

A conservatory attached to the house will be treated as an extension and therefore will need to comply with the rules set out in Section 1. A free standing conservatory will be subject to the criteria set out in Section 6 – “Garden Sheds, Greenhouses and Other Buildings”.

## **Other dwelling attached to a house e.g. a granny flat**

Planning permission is required if it is a separate and self-contained unit. If it is not a separate and self-contained unit it will be treated as an extension and therefore will need to comply with the restrictions and limitations as set out in Section 1.

## **Converting a house, or part of it into one or more flats or apartments**

Planning permission is required for converting a house or part of a house into one or more flats, even though building work may not be involved as this will be treated as a change of use.

## **Changing part of a house for homeworking purposes**

The use of any part of a house for homeworking purposes may not need planning permission but this will depend on the scale and nature of the use. Check with your local area planning office.

## **Demolition**

If your house lies within a conservation area (**see glossary**) you may need consent for demolition. You may also need to apply for planning permission for demolition if your house is located within an Area of Townscape or Village Character. In all cases it is recommended that you consult your local area planning office with the details of the particular proposal and seek their advice.

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

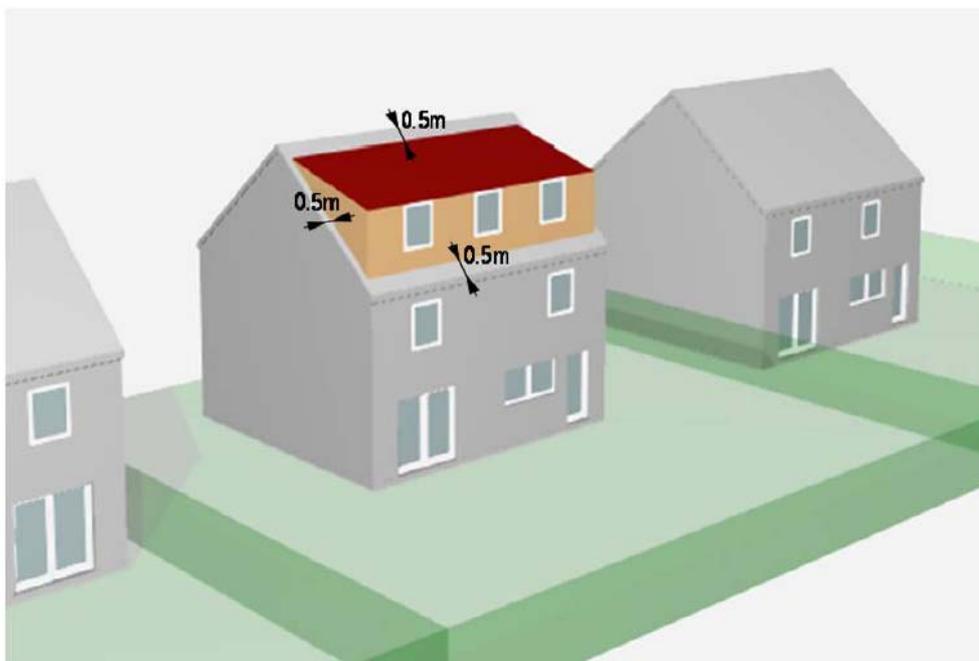
## SECTION 3: EXTENSIONS CONSISTING OF AN ADDITION OR ALTERATION TO A ROOF

### Roof lights, dormer windows or other roof extension

Planning permission is not required provided that:

1. No part of the roof light, dormer or extension is higher than the highest part of the existing roof.
2. No part of the roof light, dormer or extension projects by more than 15 centimetres in front of any existing roof slope of the house which faces onto a road and forms the principal or side elevation of the house.
3. No part of the roof light, dormer or roof extension is any closer than 0.5 metres to the roof ridge, eaves or any party wall or verge.
4. The materials used in any exterior work are of similar appearance to those used on the existing house.
5. Any window on a side elevation within 15 metres of a boundary with another house is obscure glazed; and is non – opening unless the parts which can be opened are more than 1.7 metres above the floor of the room in which the window is installed.
6. Your house is not in a conservation area.

Illustration 4: Rear dormer not requiring planning permission



## **Roof space conversion**

The internal alterations to convert a roof space to provide additional living accommodation do not require planning permission. However, installing dormer windows, inserting roof lights or carrying out other works to alter the roof may need permission – particularly if the roof slope faces onto a road and forms the principal or side elevation of the house (see **Roof lights, dormer windows or other roof extension**).

## **Re-roofing a house**

Planning permission is not required providing that the height of the roof is not increased and the materials used are of similar appearance to those of the existing roof.

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

## SECTION 4: BUILDING A GARAGE OR CAR PORT

### Garage or Car Port

**Planning permission is not required for a detached garage or car port provided that:**

1. The garage is used for domestic purposes only.
2. The ground area covered by the garage/car port and any other buildings within the boundary of the property, excluding the original house, is not more than half the total area of the property.
3. No part of the garage is in front of the principal or side elevation of the original house that faces onto a road.
4. The maximum height of the garage/car port is 4 metres.
5. The maximum eaves height of the garage/car port is 2.5 metres if it is within 2 metres of the property boundary.
6. No part of the garage is within 3.5 metres of the boundary with a road to the rear of the house.
7. If you live in a house within a World Heritage Site, area of outstanding natural beauty or National Park the maximum total area of ground covered by buildings situated more than 20 metres from any wall of the house does not exceed 10 square metres.
8. If you live in a house within a conservation area, World Heritage Site, area of outstanding natural beauty or National Park the garage is not situated between the principal or side elevation of the house and its boundary.

**Note:** *A garage which is attached to the house will be treated as an extension for which the rules in Section 1 will apply. Planning permission is not required providing you comply with the rules for building an extension.*

*Measurements are always calculated using external measurements.*

## **The creation or replacement of a hard surface for a car**

Planning permission is not required provided that your car is used as a private vehicle and the hardstanding does not involve the construction or alteration of an access to a trunk or classified road or might cause an obstruction to other road users near a junction, bend or crest.

If the hard surface is to the front of your house and is greater than 5 square metres it must be of porous or permeable materials or provision made to direct run-off water to a porous or permeable area within the grounds of the house.

Porous surfaces such as pebbles or gravel allow water to drain through it while permeable surfaces have materials such as paving slabs and tiles with gaps which allow water drainage.

## **Access to a road**

Planning permission is required unless the new access is to an unclassified road and is to serve permitted development which does not need planning permission. Even where planning permission is not required an application for consent to make or alter an access to a road must still be submitted to Roads Service for approval.

If the work involves making a new access or altering an existing access to a trunk or classified road planning permission will be needed for the access and the development.

If the development is within a site of archaeological interest or an area of special scientific interest planning permission is always required.

If in any doubt, check with your local Roads Service office, contact details can be found under 'Government' in the phone directory or at "contact us" on the Roads Service website [www.roadsni.gov.uk](http://www.roadsni.gov.uk).

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

## SECTION 5: DECKING AND FENCING

### **Walls and Fences** (see illustration 5)

**Planning permission is not required provided that:**

1. The wall or fence is not more than 2 metres in height anywhere on your property except where it adjoins a road or footpath. In this case the height is restricted to 1 metre.
2. You don't live in an open plan/shared surface type of development. In which case always consult your local area planning office as there may be a condition attached to the planning permission for the estate which would override this guidance.

### **Decking and raised platforms** (see illustration 5)

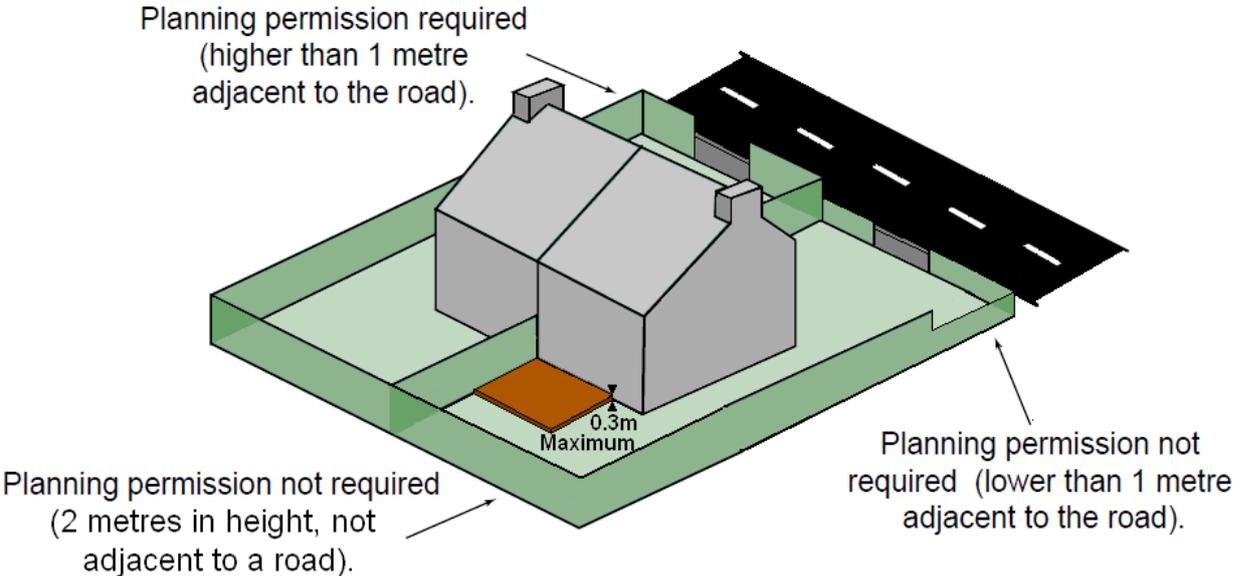
**Planning permission is not required provided that:**

1. No part of the deck or raised platform is more than 0.3 metres above ground level.
2. The deck or raised platform is not in front of the principal or side elevation of the house that faces onto a road.
3. If you live in a house within a conservation area no part of the deck or raised platform is situated between a wall forming the principal or side elevation and the property boundary.

**Note:** *Any railing, balustrade etc around a deck or raised platform can not be more than 2 metres in height from ground level.*

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

Illustration 5: Building a wall or fence



## **SECTION 6: GARDEN SHEDS, GREENHOUSES AND OTHER BUILDINGS**

**Planning permission is not required provided that:**

1. The shed/greenhouse/building is used for domestic purposes only.
2. The ground area covered by the shed/greenhouse/building and any other buildings within the boundary of the property, excluding the original house, is not more than half the total area of the property.
3. No part of the shed/greenhouse/building is in front of the principal or side elevation of the original house that faces onto a road.
4. The maximum height of the shed/greenhouse/building is 4 metres.
5. The maximum eaves height of the shed/greenhouse/building is 2.5 metres if it is within 2 metres of the property boundary.
6. No part of the shed/greenhouse/building is within 3.5 metres of the boundary with a road to the rear of the house.
7. If you live in a house within a World Heritage Site, area of outstanding natural beauty or National Park the maximum total area of ground covered by buildings, enclosures and pools situated more than 20 metres from any wall of the house does not exceed 10 square metres.
8. If you live in a house within a conservation area, World Heritage Site, area of outstanding natural beauty or National Park the shed/greenhouse/building is not situated between the principal or side elevation of the house and its boundary.
9. The building is not used for the keeping of pigeons.

**Note:**            *Measurements are always calculated using external measurements.*

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

## **SECTION 7: REPAIRS AND MAINTENANCE**

### **General improvements and repairs to a house**

Planning permission is generally not required for improvements and repairs unless the work involves a considerable change to the outside appearance of the house.

### **Changing external windows and doors**

Planning permission is not required provided you are using existing window and door openings. You may, however, need permission to replace a flat window with a bay or bow window. You should check with your local area planning office before starting work.

### **Painting the exterior of a house**

Planning permission is not required provided that the painting is not for the purpose of advertisement, announcement or direction.

***If you live in a Conservation Area special guidance is available from your local area planning office on the use of materials and other detailed design issues. If you are planning repairs and maintenance to your home you are encouraged to consult this guidance.***

### **Internal alterations to a house**

Planning permission is not required provided that the use as a house is not changed.

### **Cladding the outside of a house**

Planning permission is required in a conservation area, World Heritage Site, area of outstanding natural beauty or National Park.

In other areas planning permission is not required although the materials used should be of similar appearance to those used on the exterior of the existing house.

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

## **SECTION 8: OTHER MINOR WORKS**

### **Oil or liquefied petroleum gas container**

**Planning permission is not required provided that:**

1. The container is for domestic purposes.
2. The container has a maximum capacity of 3,500 litres.
3. No part of the container is more than 3 metres above ground level.
4. No part of the container is on land in front of the principal or side elevation of the original house that faces a road.
5. The container is no closer than 2 metres from a rear property boundary with a road.
6. If you live in a house within a conservation area no part of the container is on land between the principal or side elevation of the house and its boundary.

### **Putting up a TV aerial**

Planning permission is not required to put up a TV aerial.

### **Erecting a radio mast**

Planning permission **is** required to erect a radio mast.

### **Chimneys, flues or soil and vent pipes**

**Planning permission is not required provided that:**

1. The height of the chimney, flue or soil and vent pipe is not more than 1 metre above the highest part of the roof.
2. If you live in a house within a conservation area, World Heritage Site, area of outstanding natural beauty or National Park the chimney, flue or soil and vent pipe is not installed on the principal or side elevation of the house which faces a road.

### **Putting up a microwave antenna**

**Planning permission is not required provided that:**

1. There are no more than 2 antennas on the house or within the boundary.
2. A single installed antenna is not longer than 100 centimetres in any direction.

3. If two antennas are installed, one is not longer than 100 centimetres and the other longer than 60 centimetres in any direction.
4. An antenna fitted to a chimney stack:-
  - a. is no longer than 60 centimetres in any direction;
  - b. does not protrude above the chimney.
5. The antenna has a maximum cubic capacity of not more than 35 litres.
6. An antenna installed on a roof without a chimney is not higher than the highest part of the roof.
7. An antenna installed on a roof with a chimney is either:-
  - a. not higher than the highest part of the chimney, or
  - b. not more than 60 centimetres measured from the highest part of the ridge tiles of the roof
 whichever is the lower.
8. If you live in a house within a conservation area, World Heritage Site, area of outstanding natural beauty, area of special scientific interest or National Park-
  - a. the antenna is not installed on a chimney, wall or roof slope facing onto and visible from a road, and
  - b. is not installed on a building over 15 metres high.

Further guidance is available in Information Leaflet 13 “A Householder’s Planning Guide for the Installation of Antennas, including Satellite Dishes” which is available at [www.planningni.gov.uk](http://www.planningni.gov.uk) or from local area planning offices.

- Note:** *An antenna should so far as is practicable:*
- *be sited so as to minimise its effect on the external appearance of the building and*
  - *be removed when no longer needed for reception or transmission purposes*

*The length of an antenna is to be measured in any linear direction, but the measurement does not include any projecting feed element, reinforcing rim, mounting or brackets.*

### **Keeping a caravan or boat in a garden or driveway**

Planning permission is not required to keep a caravan or boat in a garden or driveway provided the caravan or boat is used for your own enjoyment and is simply parked there.

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

## **SECTION 9: SOLAR PANELS**

### **Roof mounted solar panels on a pitched roof** (see illustration 6)

**Planning permission is not required provided that:**

1. No part of the panel exceeds the highest part of the roof.
2. No part of the panel protrudes more than 20 centimetres beyond the plane of a roof slope facing onto and visible from a road.
3. Panels do not exceed the boundary of the existing roof.
4. If you live in a house within a conservation area or World Heritage Site the roof slope on which the panels are fitted must not face onto and be visible from a road.

### **Roof mounted solar panels on a flat roof**

**Planning permission is not required provided that:**

1. Panels do not extend more than 1.5 metres above the plane of the roof.
2. Panels do not exceed the boundary of the existing roof.
3. If you live in a house within a conservation area or World Heritage Site the panels must not be visible from a road.

### **Wall mounted solar panels**

**Planning permission is not required provided that:**

1. Any part of the panel which is higher than 4 metres and closer than 3 metres to the property boundary does not protrude more than 20 centimetres from the plane of the wall.
2. Panels do not exceed the boundary of the wall.
3. No part of the solar panel installed on a wall of a chimney is higher than the highest part of the roof.
4. If you live in a house within a conservation area or World Heritage Site the wall must not face onto and be visible from a road.

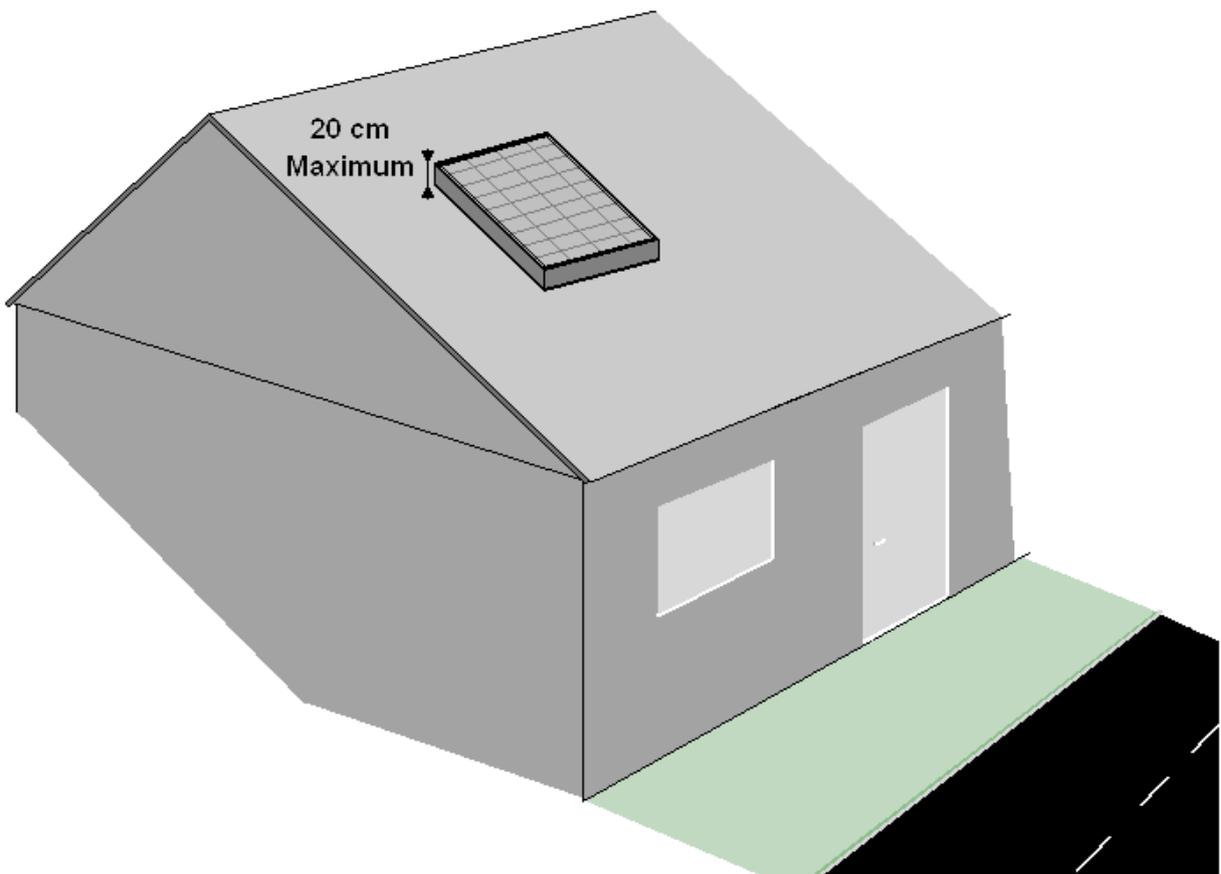
## **Free-standing solar equipment**

**Planning permission is not required provided that:**

1. There is only one freestanding solar panel installation within the boundary of the house.
2. The area of the free-standing solar panel does not exceed 14 square metres.
3. No part of the panel exceeds 2 metres in height.
4. No part of the panel is closer to a road than the part of the house nearest the road.

**Note:** *The primary purpose of solar equipment must be to provide heat or energy for a domestic property.  
Equipment must be removed as soon as reasonably practicable when no longer in use.*

**Illustration 6: Roof solar panel facing onto and visible from a road**



***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

## **SECTION 10: DOMESTIC BIOMASS AND HEAT PUMPS**

### **Containers for storing solid biomass fuel**

**Planning permission is not required provided that:**

1. An above ground container does not exceed 6,500 litres in capacity and more than 3 metres above ground level in height.
2. No part of the container is closer to a road than the part of the house nearest the road.
3. If you live in a house within a site of archaeological interest or an area of special scientific interest the container is not below ground.

### **A flue for a biomass or combined heat and power heating system**

**Planning permission is not required provided that:**

1. The height of the flue is no more than 1 metre higher than the highest part of the roof.
2. If you live in a house within a conservation area or World Heritage Site the flue is not on a wall or roof slope forming the principal or side elevation which is visible from a road.

### **A ground or water source heat pump**

**Planning permission is not required provided that:**

1. No part of the pump or its housing which is within 3 metres of the boundary of the house exceeds 4 metres in height.
2. No part of the pump or its housing is closer to a road than the part of the house nearest the road.
3. The heat pump is not situated within an area of special scientific interest or a site of archaeological interest.

**Note:** *The primary purpose of such equipment must be to provide heat or energy for a domestic supply.  
Equipment must be removed as soon as reasonably practicable when no longer in use.*

***If you live in a house which is a listed building, it is likely that you will need Listed Building Consent for any building operations. If the development is within the curtilage of a listed building you may need to submit a planning application for the work unless listed building consent has already been granted. Your local area planning office will be able to advise you.***

## **SECTION 11: MAKING YOUR APPLICATION**

If you need to apply for planning permission, application form PHD and its associated guidance is available at [www.planningni.gov.uk](http://www.planningni.gov.uk) or at your local area planning office. The form is not difficult to fill in, but you may find it helpful to employ an agent to make the application on your behalf.

You may also find it helpful to call at your local area planning office to discuss your proposal before you complete the application form. Remember it is better to make an appointment.

### **Fee**

A fee is charged for most planning applications; the amount varies depending on the type of application and the proposed development. Your local area planning office can advise you of the correct fee for your application and details are set out in the leaflet “Planning Fees – Explanatory Notes for Applicants” – also available at [www.planningni.gov.uk](http://www.planningni.gov.uk).

You may not have to pay a fee if you are altering or extending your house to improve the safety, health or comfort of a disabled person living in the house.

### **Length of Time to get a Decision**

When a planning application is received the local area planning office will notify your neighbours and inspect the site. We must also consult your local Council before issuing a decision, and will probably have to consult other bodies such as the Roads Service and Northern Ireland Water. During the processing of an application we may find that proposals need amending or additional information is needed and these factors could extend the processing time.

### **Planning publications which may help you**

You may wish to consult the following publications which are available from local area planning offices or at [www.planningni.gov.uk](http://www.planningni.gov.uk):

- A Planning Strategy for Rural Northern Ireland
- A Design Guide for Rural Northern Ireland
- Planning Policy Statements such as PPS1, Annex 1 of PPS 4, PPS 7 and PPS 21

## **Neighbour notification : Telling your neighbours**

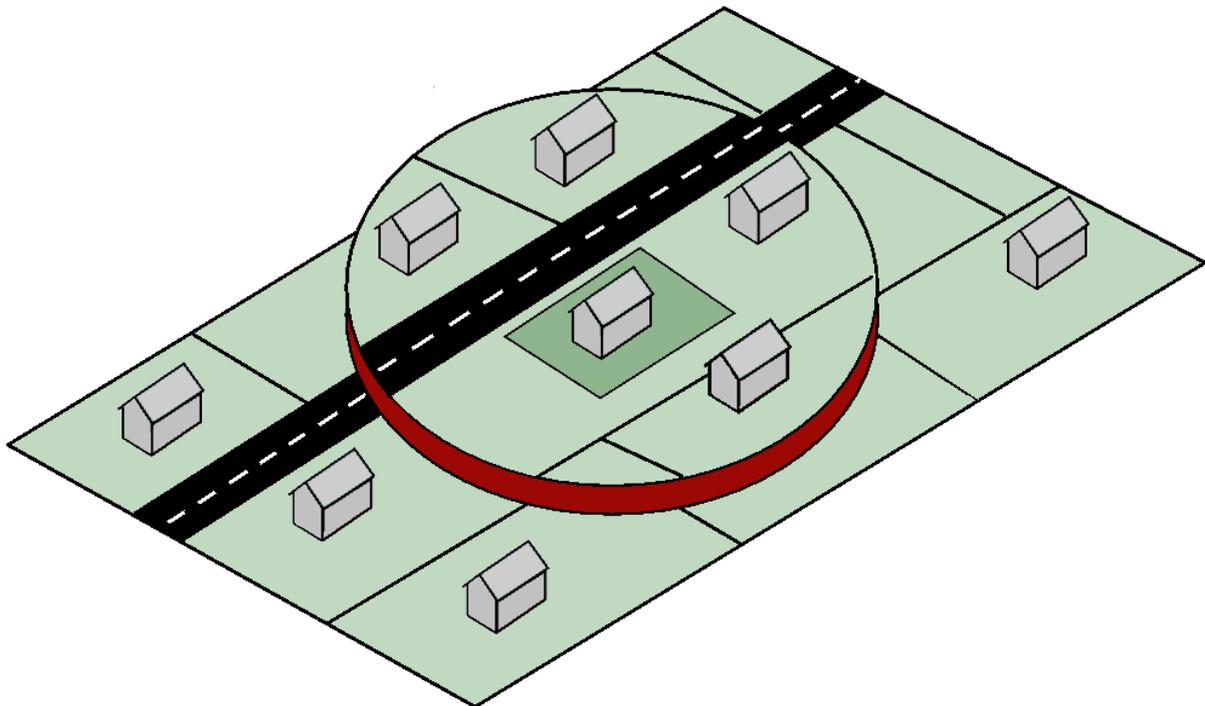
Your neighbours will be told about your application, and to enable the local area planning office to notify the correct people you must submit on your application form the addresses of occupiers of buildings on adjoining land who are within 90 metres of the boundary of your site.

Occupiers of buildings on land which would adjoin the boundary of your site but for an entry or a road are also regarded as neighbours.

Advice notes on neighbour notification are contained in the application form PHD which is available from your local area planning office or at [www.planningni.gov.uk](http://www.planningni.gov.uk). If you need help to complete your application staff will be able to assist you.

Although your neighbours can comment on your proposals, we will only consider those comments which have to do with planning matters and will not consider anything else.

### **Illustration 7: Neighbour notification – Telling your neighbours**



## **Refusal of planning permission**

You may appeal against a refusal of planning permission within 6 months of the date of our notice of decision. You can get the forms and explanatory notes you need from the Planning Appeals Commission and your appeal should be made direct to

The Chief Administrative Officer  
Planning Appeals Commission  
Park House  
87 - 91 Great Victoria Street  
BELFAST  
BT2 7AG

E-mail: [info@pacni.gov.uk](mailto:info@pacni.gov.uk)  
Website: [www.pacni.gov.uk](http://www.pacni.gov.uk)  
Phone: (028) 9024 4710

## **Additional information**

The staff at your local area planning office will be glad to give you general information as well as advice on any particular development you have in mind. If you need detailed information make an appointment to speak to the Development Management Officer for your area.

The addresses of local area planning offices can be found in Section 14.

## **Complaints procedure**

Our complaints procedure is set out in Information Leaflet 2 'Making a Complaint' which is available from your local area planning office or at [www.planningni.gov.uk](http://www.planningni.gov.uk). If you are not satisfied with the standard of service you have received from us you can write to the Area Office Planning Manager at the relevant office; a reply will be issued within 15 working days of the receipt of your letter.

If you are still not satisfied you can write to the Director of Local Planning Division at the address below. A reply will be issued within 15 working days of the receipt of your letter.

Department of the Environment  
Millennium House  
17-25 Great Victoria Street  
Belfast  
BT2 7BN

Phone: (028) 9041 6700  
Fax: (028) 9041 6802  
E-mail: [planning.service.hq@nics.gov.uk](mailto:planning.service.hq@nics.gov.uk)

## **SECTION 12: THINGS TO CHECK**

Before carrying out any work you are advised to check the following:

### **Legal Position**

If you are in any doubt, check your legal position and if necessary consult a solicitor to ensure that there are no restrictions on the land or the type of work you wish to do (e.g., legal title, restrictive covenants, rights-of-way, etc.).

### **Planning History**

The original planning permission granted for your house may have a condition attached restricting or prohibiting the kind of work you wish to carry out. If in doubt, check with your local area planning office.

### **Traffic Safety**

The work you are carrying out must not cause danger by obstructing the view of people using a public road.

### **Listed Buildings and Conservation Areas**

Listed Building Consent may be needed for the work you want to do if you live in a listed building. Your local area planning office will be able to advise. If you live in a Conservation Area and wish to carry out any external alterations it is advisable to discuss these with your local area planning office.

### **Historic Monuments**

Work proposed in or near any archaeological site or historic monument may need special permission, or certain precautions may be advisable. For advice contact the Historic Monuments Unit of the Northern Ireland Environment Agency at the following address.

Northern Ireland Environment Agency  
Built Heritage Directorate  
Historic Monuments Unit  
Waterman House  
5-33 Hill Street  
Belfast  
BT1 2LA  
Phone: (028) 9054 3159  
E-mail: [nieahmenquiries@doeni.gov.uk](mailto:nieahmenquiries@doeni.gov.uk)

[www.doeni.gov.uk/niea/](http://www.doeni.gov.uk/niea/)

## **SECTION 13: OTHER APPROVALS YOU MAY NEED**

**As well as planning permission and Listed Building Consent there are other approvals and consents which may be needed.**

### **Building Regulations**

You will probably have to submit plans to your local Council to ensure that your proposals comply with the Building Regulations. You can find the address and phone number of your local Council in the phone book, on their website or at [www.nidirect.gov.uk/index/contacts/local-councils-in-northern-ireland.htm](http://www.nidirect.gov.uk/index/contacts/local-councils-in-northern-ireland.htm).

### **Development affecting roads**

When you apply for planning permission your application will automatically be considered by Roads Service, an Agency within the Department for Regional Development. Even if you do not need planning permission but wish to make or alter an access to a road or do any work to a road or a footpath you will probably need the permission of Roads Service.

It is not possible in this booklet to give the addresses of all local offices of Roads Service, but the following information should be of assistance.

Roads Service is organised on a Divisional basis. There are currently four divisional offices throughout Northern Ireland and within each division there are a number of section offices.

You can find the addresses and phone numbers of the Divisional and section offices under 'Government' in the phone book or at [www.roadsni.gov.uk](http://www.roadsni.gov.uk).

### **Water Fittings Regulations**

The consent of Northern Ireland Water may be needed for your plumbing and drainage proposals. For further advice you should contact Northern Ireland Water.

You can find contact details for Northern Ireland Water in the phone book or at [www.niwater.com](http://www.niwater.com).

### **Effluent disposal**

Should you intend to treat foul sewage effluent from the proposed development using a septic tank or package sewage treatment works you will need a discharge consent from the Water Management Unit of the Northern Ireland Environment Agency (NIEA). Ideally application should be made either prior to or alongside the Planning process, as there is no guarantee that consent will be granted.

You can find contact details for The Water Management Unit in the phone book or at [www.doeni.gov.uk/niea/](http://www.doeni.gov.uk/niea/).

## SECTION 14: AREA PLANNING OFFICES

Details of Area Planning Offices can be found at [www.planningni.gov.uk](http://www.planningni.gov.uk).

**South Antrim  
Area Planning  
Office  
Ballymena** Local Planning Division  
DOE  
County Hall  
182 Galgorm Rd  
Ballymena  
Co. Antrim  
BT42 1QF

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 2566 2127

[ballymena.planning@doeni.gov.uk](mailto:ballymena.planning@doeni.gov.uk)

**Belfast Area  
Planning Office** Local Planning Division  
DOE  
Bedford House  
16-22 Bedford St  
Belfast  
Co. Antrim  
BT2 7FD

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 9025 2828

[belfast.planning@doeni.gov.uk](mailto:belfast.planning@doeni.gov.uk)

**Southern Area  
Planning Office  
Craigavon** Local Planning Division  
DOE  
Marlborough House  
Central Way  
Craigavon  
Co. Armagh  
BT64 1AD

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 3832 0004

[craigavon.planning@doeni.gov.uk](mailto:craigavon.planning@doeni.gov.uk)

**Southern Area  
Planning Office  
Downpatrick** Local Planning Division  
DOE  
Rathkeltair House  
Market Street  
Downpatrick  
Co. Down  
BT30 6EA

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 4461 8196

[downpatrick.planning@doeni.gov.uk](mailto:downpatrick.planning@doeni.gov.uk)

**Northern Area  
Planning Office  
Londonderry** Local Planning Division  
DOE  
Orchard House  
40 Foyle Street  
Londonderry  
Co. Derry  
BT48 6AT

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 7131 9777

[londonderry.planning@doeni.gov.uk](mailto:londonderry.planning@doeni.gov.uk)

**Northern Area  
Planning Office  
Coleraine** Local Planning Division  
DOE  
County Hall  
Castlerock Road  
Coleraine  
Co.Londonderry  
BT51 3HS

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 7034 1434

[coleraine.planning@doeni.gov.uk](mailto:coleraine.planning@doeni.gov.uk)

**Western Area  
Planning Office  
Omagh** Local Planning Division  
DOE  
County Hall  
Drumragh Avenue  
Omagh  
Co. Tyrone  
BT79 7AF

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 8225 4009

[omagh.planning@doeni.gov.uk](mailto:omagh.planning@doeni.gov.uk)

**Western Area  
Planning Office  
Enniskillen** Local Planning Division  
DOE  
County Buildings  
15 East Bridge St  
Enniskillen  
Co. Fermanagh  
BT74 7BW

Tel:  
101 (N.I Only)  
(028) 9151 3101

Fax:  
(028) 6634 6550

[enniskillen.planning@doeni.gov.uk](mailto:enniskillen.planning@doeni.gov.uk)

## GLOSSARY

Area of Outstanding Natural Beauty	An area which the Department of the Environment has designated to be of outstanding natural beauty.
Area of Special Scientific Interest	An area of land protected due to its nature conservation or geological value.
Areas of Townscape and Village Character	Areas designated by the Department of the Environment mainly, although not exclusively, through the Development Plan process which have a distinctive character in their built form and layout. <b><i>(If you want to know if your house lies within an area of townscape or village character please contact your local area planning office).</i></b>
Conservation Area	Land within an area designated as a conservation area by the Department of the Environment. <b><i>(If you want to know if your house lies within a conservation area please contact your local area planning office).</i></b>
Existing house	A house existing immediately before the carrying out of the proposed development.
Listed Building	A building listed by the Department of the Environment as a building of special architectural or historic interest.
Listed Building Consent	The written consent of the Department of the Environment for the demolition, alteration or extension of a listed building.
Microwave antenna	A satellite antenna or terrestrial microwave antenna.
National Park	An area designated as a National Park under Article 12(1) of the Nature Conservation and Amenity Lands (Northern Ireland) Order 1985.
Original house	A house as it existed on 1st October 1973 or as it was built when built after this date.
Permeable surfacing	The material is impervious to water but gaps throughout the surface allow water to infiltrate (drain).
Porous surfacing	Surfacing that infiltrates water across the entire surface.
Principal elevation	In most cases, the principal elevation will be that part of the house which fronts the main road serving the house. It will usually contain the main architectural features such as main bay windows or a porch serving the main entrance to the house. Usually, but not exclusively, the principal elevation will be what is understood to be the front of the house.

Rear elevation	The part of the house that is opposite the principal elevation.
Road	A road will usually include public roads and public footpaths but would not usually include private driveways.
Side elevation	The part of the house which links the principal elevation with the rear elevation.
Site of archaeological interest	Land scheduled for protection or taken into care under the Historic Monuments and Archaeological Objects (Northern Ireland) Order 1995.
World Heritage Site	A site designated under the World Heritage Convention 1975.

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