



WEST OXFORDSHIRE  
DISTRICT COUNCIL

## Dropped kerbs and vehicle hardstanding

planning@westoxon.gov.uk  
01993 861000

Council Offices, Woodgreen, New  
Yatt Road, Witney, OX28 1NB

This form is for use by members of the public who wish to enquire whether work they wish to undertake requires planning permission under the Town and Country Planning Acts. The information provided will be examined and the enquirer will be informed in writing. If any information you have provided is found to be inaccurate or incomplete, the council reserves the right to reconsider the need for permission, consent or approval.

Please note that a fee will be required as a part of this application and will be requested once we receive this form and any supporting documents. Further information on our fees can be found on our website here:

<https://www.westoxon.gov.uk/planning-and-building/planning-permission/>

Free information on the need for planning permission can be found online on the planning portal

<https://www.planningportal.co.uk/permission/common-projects>

### Enquirer Name and Address

Name:	Address:	
	Postcode:	
Tel No:	email:	Are you the owner, intended owner or Agent?

### Site Address for proposal

Address:
Postcode:
Location description (if required)

### What is the Existing Building

Detached?		Semi Detached	
Terraced?		a Flat?	
How many storeys does the existing building have?			

### Description of the proposed work

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Information required	
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Name of the road the access will lead on to:		
Is this a 'classified' road?	YES	NO
Is any building on the site Listed?	YES	NO
What approximate year was the existing dwelling built?		
Do you already have a vehicular access (dropped kerb) to the property?	YES	NO
If 'Yes' is your application to improve or widen an existing access?	YES	NO
Or is your application to provide an additional, separate access?	YES	NO
Will there be any retaining walls?	YES	NO
Will any walls be demolished as a part of this proposal?	YES	NO

**What materials are proposed for hardstanding?**

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## Sketch Plan

Please provide a sketch of the location of your proposed extension, addition or works in relation to the property and garden areas. Indicate outbuildings and any extensions that have been added to the property since 1948. The distance to any outbuildings from your dwelling, the position of the highway and any footpaths as well as the boundaries of the property. The plan does not need to be 'to scale' provided all distances and measurements are shown.

**Please return completed form and any extra plans, photographs or information to:**  
[Planning@westoxon.gov.uk](mailto:Planning@westoxon.gov.uk)

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