



Planning and Development  
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## CHECKLIST

### DO I NEED PLANNING PERMISSION TO ADD A PORCH TO MY HOUSE?

If your property is a flat; or you also use your house for business purposes (for example an office, guest house or bed and breakfast); or if you are extending an existing porch **DO NOT USE THIS CHECKLIST**. Contact Development Management using the contact details above for information on these special cases.

If you answer **YES** to **ANY** of the following questions you **NEED PLANNING PERMISSION**:

Tick answer

<ul style="list-style-type: none"> <li>Is your house in a Conservation Area*?            * A list of Conservation areas can be found on our website at <a href="http://www.pkc.gov.uk/conservationareas">http://www.pkc.gov.uk/conservationareas</a></li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Is your house a flat (e.g. in a tenement or "4-in-a-block" housing)?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Will the footprint of the porch exceed 3 square metres?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Will any part of the porch be within 2 metres of a boundary between the curtilage of the house and a road?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Will any part of the porch exceed 3 metres in height?</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Have '<a href="#">permitted development</a>' rights been removed? You will need to check the original planning permission for the development. Permissions from 2007 onwards can be found on Public Access. Use the map search to find your plot. Please be aware that the map function on public access is not available when using tablets or mobile phones</li> </ul> <p>*You can check the planning history of the property on PublicAccess via our website <a href="http://www.pkc.gov.uk/publicaccess">http://www.pkc.gov.uk/publicaccess</a>. For help on how to search on public access please see our '<a href="#">How to use Public Access</a>' guidance note.</p>	Yes	No

If you have answered **NO** to **ALL** these questions you should not require planning permission.

**Definitions:**

**“curtilage”** means the grounds associated with the house i.e. the garden area and hard surfaces. It does not include the area of the house as originally built, but does include any previous extensions, garages/sheds or other buildings built since 1947.

**“footprint”** means an area of ground covered by development

**“road”** is defined as including not only a publicly maintained road but also footpaths and private roads to which the public have access.

**Notes:**

1. This checklist is a summary interpretation of the relevant part of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992, as amended up to October 2011.
2. This checklist is not a “Certificate of Lawful Use or Development” under Section 150 or 151 of the Town and Country Planning (Scotland) Act 1997 as amended. The Certificate is a formal determination which provides a definitive position concerning the lawfulness of any existing (s.150) or proposed (s.151) use or operations under planning law. A fee is payable which is equivalent to half the relevant planning application fee where the development has not been carried out, and the full fee if it has. The forms and guidance notes can be assessed at <https://eplanning.scotland.gov.uk/WAM/paperforms.htm>
3. This checklist deals with Planning Permission only. You may require a Building Warrant for the works proposed.
4. If your house is listed, Listed Building Consent is usually required to alter or extend it, irrespective of whether or not planning permission is required.
5. If you want to obtain written confirmation whether planning consent is required for a development you intend to carry out, you will need to submit an application for a Certificate of Lawfulness as detailed above (2).