

Planning information

Frequently asked questions

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Can I get confirmation that I don't need permission?

If you are satisfied that your proposed works does not require planning permission, you can apply for confirmation in the form of a [lawful development certificate](#).

Which type of consent do I need?

The type of permission required can vary depending on the nature of the works being carried out. The Planning Portal provides information on the different [common projects](#).

Using an architect

Making a planning application can be daunting. Many applicants prefer to use the services of a planning agent to help prepare and submit a complete application. We have a policy of not recommending the services of any specific architect. However, there are several ways you may wish to find one.

The [Architects Registration Board](#) (ARB) has a register listing the name of every architect in the UK, which you may find useful. For an individual to use the title "architect" he or she must be registered with the ARB which is the body set up by Parliament as the independent UK regulator of architects. It is the body which maintains the [Register of Architects](#) which lists the name of every architect in the UK.

Find out which planning constraints affect your property

A planning constraint on a property may limit the type of development that can be done or restrict its use.

Planning constraints may be applied through legislation, planning policy, or be attached to a decision in the form of a condition.

If you are considering carrying out works or buying a property, it is sensible to check whether there are any planning constraints that affect the property. You can do this in a few different ways, some of which are described on this page.

[Carry out a land charges search](#)

[Visit the planning application database](#)

[View the Local Plan policies map](#)

There is a charge to carry out a land charges search, with the amount dependent on the type of search you decide to make.

There is no fee for searching the planning application database, the Local Plan policies map, or the other online information sources mentioned below.

We can do a property restriction search for you

If you do not know if you have permitted development rights or a restriction preventing you from carrying out development work, you should be able to find this information on the deeds of your property. Alternatively, we can provide the information for you for a fee £75.00 [Payment Link for PD Restriction](#)

Please email developmentcontrol@luton.gov.uk once payment has been made to confirm this and we will provide you with the details requested.

External alterations

You may require planning permission for external insulation, rendering, the use of brick slips or other changes to the external appearance of your property. If the work carried out materially

changes the façade/appearance of your house, or you live in a Conservation Area and/or a Listed Building, planning permission will be required. Each site has to be considered on its own merits depending on the existing property and the works proposed. We would always advise you to seek confirmation of the planning status before carrying out any work and this can be done either by using the Council's pre-application advice service ([Planning application engagement process \(luton.gov.uk\)](https://www.luton.gov.uk/planning-application-engagement-process)), or by submitting an application for a certificate of lawfulness ([Do I need planning permission? \(luton.gov.uk\)](https://www.luton.gov.uk/do-i-need-planning-permission)).

Whether or not you need planning permission, you may still need building regulations consent. For more information contact buildcontrol@luton.gov.uk.

Dropped Kerbs

Planning permission is only required if a grass verge (not a front garden) is being removed or the address is located on a classified road. Planning permission is also required if the hardstanding is more than 5sqm, and permeable material is not used.

Further information on [permeable surface](#) is on the government website below.

If you do not require planning permission, you will need to contact Volker Highways and have a survey carried out. Please see further details on dropped kerbs.

Contact Volker Highways Crossovers

Central Depot, Kingsway, Luton, Bedfordshire, LU4 8AU
Tel: 01582 693462

Please note: the office is staffed from 6am to 2pm. Please send an email outside of these hours titled 'Crossover enquires' to Luton.Crossovers@volkerhighways.co.uk

Loft Conversions

Loft conversions can be completed under permitted development if your property benefits from permitted development rights and meets the criteria. Please see the planning portal for information and the criteria on householder developments under permitted development using the link below: [Planning guidance for loft conversions](#)

Garden Fences and Gates

You will need to check your deeds to see if there are any restrictions on your property which prevent you from erecting boundary treatments. Alternatively, you can use the check above. If there are no restrictions, please refer to [guidance on fences, walls and garden gates](#) for planning advice on Fences, gates and garden walls.

Sheds and Outbuildings

You will need to check your deeds to see if there are any restrictions on your property which prevent you from erecting boundary treatments. Alternatively, you can use the check above. If there are no restrictions, please refer to [sheds and outbuildings](#). Please note that if a shed/outbuilding is of a substantial size, it may be considered that it is not incidental to the use of the dwellinghouse and may require planning permission regardless of the size limitations set out in the guidance. To ensure your development does not require planning permission, you can utilise the Councils Pre-application enquiry service.

Can you build an annexe in your garden?

You will need to check your deeds to see if there are any restrictions on your property which prevent you from erecting boundary treatments. Alternatively, you can use the check above. If there are no restrictions, please refer to [guidance for granny annexe](#). The same issues raised in relation to sheds and outbuildings also apply.

Appeals

Find out more about the appeal process and submit an appeal to the Planning Inspectorate online

[Go to the planning inspectorate website »](#)

Appeals can be lodged against the refusal of a planning application, or against the issue of an enforcement notice.

If your application has been refused you have twelve weeks from the refusal of a householder application and six months from other refusals (also eight weeks for the display of an advertisement; 28 days for works to a tree which is subject to a tree preservation order) in which to appeal to the secretary of state. You may also appeal against a planning condition you consider to be unreasonable.

Tracking the status of an appeal

It's possible to track the status of an appeal on the [Appeals Casework Portal](#) website. This page also provides contact details for the planning inspector assigned to the case, and a summary of key dates involved.

Petition

Objections in the form of petitions are acceptable provided that:

- each page of the petition is headed with the aim of the petition;
- the names and address of those signing are provided and are readable;
- the objection(s)/representation(s) are valid and clearly stated;
- the name and address of the petition coordinator is included for receipt of acknowledgement (individual signatories will not be notified).

The petition should be sent to local authority as PDF.

Pre-printed circular letters of objection/representation or objection/representation forms will be accepted as valid provided that they are individually signed and dated. The coordinator of such campaigns should make themselves known to the relevant Planning Officer.

Objection letters, representations and petitions are available for the public to view online, therefore objectors should avoid making any statements in writing that they do not wish to be published.

It is up to you to decide whether you wish to organise a petition or not. In some cases, members of the Committee may give greater weight to the views expressed in individually prepared letters, as these are generally a better reflection of personal concerns. However, petitions can often be of value, for example particularly in a community that is not used to expressing its views in writing to the Council.