



# Bishop Auckland Town Council

Kingsway Court, 54 Kingsway, Bishop Auckland,  
Co Durham DL14 7JF

**Tel:** 01388 207110    **Email:** council@bishopauckland-tc.gov.uk

**Web:** www.bishopauckland-tc.gov.uk

**Town Clerk:** Sarah Harris

## APPLICATION TO BUILD A STRUCTURE/ BUILDING OR FENCE

You must make a written application to the Town Council before building any structure on your plot. Once the Town Council has given written approval, it may be necessary to check with Durham County Council Planning Services if planning permission is required for your structure, this may incur a charge which is payable by the tenant.

<b>NAME:</b>			
<b>PLOT NO:</b>		<b>ALLOTMENT SITE:</b>	

I request permission to erect a ..... in accordance with information detailed below.

The structure will be used to .....

### BASIC PLOT LAYOUT

<p><b>Plot Overview (Aerial View)</b> - Sketch the whole plot showing existing buildings and the new structure, which should be clearly identified.</p>	<p><b>Structure/ Building/Fence Front View.</b> Sketch the front of the proposed structure</p>
	<p><b>Structure/ Building/Fence Side View.</b> Sketch the side of the proposed structure.</p>

Continue on separate sheet if necessary.




## 2. FOUNDATION/BASE

(Please tick)

None	
Wood	
Other (Please specify)	

## 3. ROOF OF STRUCTURE/BUILDING

(Please tick)

Apex		
Flat		
Lean to		

**Note:** Pourable concrete is not permitted

## 4. MATERIALS

(Please tick)

Material	Walls	Roof	Fence
Wood			
Felt			
Glass			
Aluminium			
Brick			
Other (please specify)			

**Note:** Pourable concrete is not permitted

## 5. DIMENSIONS

	BUILDING/ STRUCTURE		FENCE	
	Metres(m)	Centimetres (cm)	Meters (m)	Centimetres (cm)
Height to Eaves (highest point)				
Height to Ridge (highest point)				
Length (at longest point)				
Width (at widest point)				

## 6. CONDITIONS

The Town Council will not generally refuse any reasonable request to build structures on allotments. However permission may be refused if in the opinion of the Council:-

- The plot is over developed
- The structure is likely to cause nuisance to neighbouring plot holders, e.g. if it blocks sunlight, causes rainwater to drain on a neighbouring plot.
- The structure is to be used for any purpose not approved by the Council
- The structure blocks access for maintenance to any part of a plot

The council would advise that you discuss your application with neighbouring plot holders prior to submitting the application.

The Council may require that you remove any structure if your tenancy is terminated by either party.

**Signed:**

**Print:**

**Date**

.....  
(Tenant)

.....

.....

Please return this form to:

Bishop Auckland Town Council, Kingsway Court, 54 Kingsway, Bishop Auckland, Co Durham DL14 7JF