



PLANNING ENFORCEMENT COMPLAINT FORM

CONFIDENTIAL INFORMATION

To help us deal with your concerns, please give as much information as possible, using extra sheets if necessary and attach any relevant supporting information or photographs.

For more information please refer to the Council's website www.durham.gov.uk/planning

Please print information clearly

A THE COMPLAINT

1 EXACT LOCATION / ADDRESS OF SITE YOU ARE CONCERNED ABOUT

Please provide sufficient information to enable an officer to locate the site.

2 DETAILS OF THE POSSIBLE BREACH OF PLANNING CONTROL

For complaints relating to building work, state the type of work and what stage the works have reached e.g. foundations, walls, roof, complete. Please indicate if the works replace a structure and if so what was there previously.

For complaints relating to the use of land or buildings, state the nature or activity of the use and the previous/authorised use if known.

Please provide sufficient information to identify the works or the building where a use is taking place (if not obvious).

3 DESCRIPTION OF THE PLANNING HARM THE MATTER CAUSES AT THAT PROPERTY OR TO YOU OR THE LOCALITY

4 WHEN DID THE MATTER OCCUR OR COMMENCE?

In the case of temporary or occasional uses describe the frequency or number of "events" per year or month.

B THE PERSON CARRYING OUT THE WORKS**5 THE NAME AND ADDRESS OF THE OWNER OF THE LAND (if known)**

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6 THE NAME AND ADDRESS OF THE PERSON UNDERTAKING THE WORKS OR USE (if known)

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C YOUR DETAILS

Your details - complaints are treated in confidence and your details will not be disclosed, but we need your details so that we can keep you informed of progress. If you wish to remain anonymous the Council will still look into the matter.

7 CONTACT DETAILS

Name			
Address			
Daytime phone number			
Email address			
Please confirm how you wish the Council to contact you	in writing <input type="checkbox"/>	by phone <input type="checkbox"/>	email <input type="checkbox"/> <i>please tick ✓</i>

When completed please return this form via email to planning@durham.gov.uk

Or by post addressed to:

Planning Development
Durham County Council
County Hall
Durham
DH1 5UL

D FOR OFFICE USE ONLY

Case file number			
Date received		Received by	
Method of complaint	In person <input type="checkbox"/>	by phone <input type="checkbox"/>	by letter <input type="checkbox"/> by email <input type="checkbox"/> other <input type="checkbox"/>
Officer dealing with case			
Initial case priority status	Category 1 <input type="checkbox"/>	Category 2 <input type="checkbox"/>	Category 3 <input type="checkbox"/>