

Request for permission for an alteration to the premises

Use the form if you are a tenant of Powys County Council and would like to request written permission to make changes to the premises you rent.

Written permission is needed from Powys County Council, before you are allowed to make alterations to the premises. We will not refuse permission unreasonably.

If you already have made alterations or improvements to your property without written permission, you are breaching the tenancy agreement.

You will need to complete this form to ask for permission retrospectively.

Permission is for example needed for:

- removing walls
- adding new heating systems
- adding showers or WCs
- installing new fitted kitchens
- applying external decoration
- erecting boundary fences
- felling of trees
- fitting additional electrical sockets
- fixing a satellite dish or TV aerial
- erecting pigeon lofts or poultry sheds
- erecting a shed, outhouse, conservatory, or other structure
- constructing a garage, hard standing and/or dropped kerbs
- fitting laminate flooring to any room in the premises.

Please note the above are examples and the list does not include all works that need written permission.

After receiving your request, we will visit you or respond in writing within 10 working days.

We will take photos of the state of the premises when we visit.

Our decision to give or withhold permission will always be in writing.

If this form has been filled in by someone other than the claimant. Please tell us why you have filled in this form for the claimant.