

APPLICATION FOR PRIOR NOTIFICATION AND PRIOR APPROVAL

1. Name and Address of Applicant	2. Name and Address of Agent
.....
.....
.....Post Code.....Post Code.....
Tel. No.	Tel. No.
E-mail address.....	E-mail address.....

3. Location of Proposed Development

Address

.....

Note: If a full site address does not exist please clearly identify the location in accompanying documentation

4. Proposed Farm or Forestry Building Works

Are you proposing farm or forestry building works? Yes ☐ No ☐

What farm or forestry related works are proposed?

☐ A new building ☐ An extension to an existing building

☐ An alteration to an existing building ☐ Other works

Please state the dimensions of the new building or extension (in metres):

Length: Height to Eaves:

Breadth: Height o Ridge:

Please describe the external materials to be used:

a) Wall materials and colour:

b) Roof materials and colour:

What is the purpose of the proposed development?

Are any of the following works included? Please tick all that are relevant:

☐ Formation or alteration of a private way or road ☐ Excavation works

☐ Engineering works

5. Demolition

Are you proposing to demolish a building? Yes ☐ No ☐

Please describe the building and explain why it is to be demolished?

Note: If you propose to demolish a building, you must notify all neighbours on land adjacent to the building you propose to demolish and complete the relevant attached certificates.

6. Freestanding Domestic Micro Wind Turbines

Are you proposing to install a freestanding domestic micro-wind turbine? Yes ☐ No ☐

Please describe the siting and external appearance of the proposed turbine. Include materials to be used.

Please state the size of the proposed wind turbine. Include the physical dimensions (metres and centimetres) and the electricity generating capacity (kilowatts)

Please explain how the proposed location minimises its effects on the amenity of the area

7. Domestic Air Source Heat Pumps

Are you proposing to install a domestic air-source heat pump? Yes ☐ No ☐

Please describe the siting and external appearance of the proposed air-source heat pump.

Please explain how the proposed location minimises its effects on the amenity of the area

8. Declaration

I, the applicant/agent give prior notification to the planning authority that I am/the applicant is intending to carry out the works described in this form and the accompanying plans/drawings and additional information.

Please select one of the following options:

☐ Farm or Forestry Building Works

I certify that the proposed building works are required for purposes of agriculture and/or forestry and will be designed accordingly. None of the work involves construction, extension or alteration of a dwelling.

Signature: Name: Date:

☐ Demolition

I confirm that the building has not been rendered unsafe by the action or inaction on any person with an interest in the land and it is not practicable to secure the safety of the building through repair or temporary support work.

Signature: Name: Date:

☐ Domestic Micro-Wind Turbine

I certify that the proposed micro-wind turbine is intended for domestic purposes and will not be sited within 100 metres of the curtilage of another dwelling. I will remove the wind turbine as soon as reasonably practicable when it is no longer needed or capable of generating electricity for domestic purposes.

Signature: Name: Date:

☐ Farm or Forestry Building Works

I certify that the proposed air-source heat pump is intended for domestic purposes and will not be sited within 100 metres of the curtilage of another dwelling. I will remove the air-source heat pump as soon as reasonably practicable when it is no longer needed or capable of generating electricity for domestic purposes.

Signature: Name: Date:

NOTE

Any personal data that you have been asked to provide on this form will be held and processed in accordance with the requirements of the 1998 Data Protection Act.

FOR DEMOLITION ONLY- NOTIFICATION OF NEIGHBOURS
Notification of an application for a determination as to whether prior approval of the planning authority is required

Town and Country Planning (Scotland) Act 1997

Part 23 Class 70 (3) (ii) and (iii) of The Town and Country Planning (General Permitted Development)
(Scotland) Order 1992

Name [Note 1]

Address

Proposed development at [Note 2]

NOTICE is hereby given that an application is being made to Scottish Borders Council by

[Note 3]

for a determination as to whether prior approval is required to

[Note 4]

A copy of a plan showing the situation or location of the development is attached.

The application, plans and other documents may be inspected at all reasonable hours at Scottish Borders Council Headquarters, Newtown St Boswells, By Melrose, during the period of 14 days beginning with the date of this notice.

Any person who wishes to make representations should make them in writing to planning authority at the address shown above within the statutory period specified by the council.

Please note that the content of all letters of representation submitted will be made available for inspection at the planning authority address shown.

Signed

On behalf of

Date

[Note 1] Insert name and address of Neighbour

[Note 2] Insert address or location of proposed development.

[Note 3] Insert name of applicant.

[Note 4] Insert description of proposed development

FOR DEMOLITION ONLY - CERTIFICATES RELATING TO NEIGHBOUR NOTIFICATION

Town and Country Planning (General Development Procedure) (Scotland) Order 1992

Certificate under article 9(5)(a)(i)

I hereby certify that -

(1) *1 have/the applicant has in accordance with article 9(1), (2)(a) and (5)(a)(i)(aa) of the above Order sent the requisite notices to the persons holding a notifiable interest in neighbouring land, together with a plan showing the location of the proposed development. The names and addresses of those persons who have been notified with a note of their interest (being that of owner, lessee, or occupier) are as follows -

Name(s)	Address(es)	Interest (as owner lessee or occupier)

1 (2) * I have/the applicant has in accordance with article 9(1), (2)(a) and (5)(a)(i)(bb) of the above Order sent the requisite notices to the addresses set out below, being addressed to the owner, the lessee or the occupier or any or all of them as the case may be, together with a plan showing the location of the proposed development.

[Note 1]

*Owner

*Lessee

*Occupier

*Owner

*Lessee

*Occupier

*Owner

*Lessee

*Occupier

Name of Applicant

Address

Signature

Date

*On behalf of

If signature is not that of applicant give name and address of signatory and the capacity in which he/she acts

Note 1 - All the addresses in respect of which the requisite notices have been sent out with details as to the owner, lessee and occupier set out opposite should be detailed.

NOTES

1 As amended by the Town and Country Planning (General Development Procedure) (Scotland) Amendment (No.2) Order 1994 (S.I. 1994 No. 3293).

*Delete where inappropriate

**FOR DEMOLITION ONLY - CERTIFICATES RELATING TO NEIGHBOUR
NOTIFICATION**

Town and Country Planning (General Development Procedure) (Scotland) Order 1992

Certificate under article 9(5)(a)(ii)

I hereby certify that *I have/the applicant has in accordance with article 9(1), (2)(b) and (5)(a)(ii) of the Order sent the requisite notices and addresses to the owners, and occupiers who hold a notifiable interest in neighbouring land at the addresses of the premises as listed below, together with a plan showing the location of the proposed development.

Addresses to which requisite notices sent

Address(es)

Name of Applicant

Address

Signature

Date *On behalf of

If signature is not that of applicant give name and address of signatory and the capacity in which he/she acts

--

*Delete where inappropriate

**FOR DEMOLITION ONLY - CERTIFICATES RELATING TO NEIGHBOUR
NOTIFICATION**

Town and Country Planning (General Development Procedure) (Scotland) Order 1992

Certificate under article 9(5)(b)

*I/The applicant hereby certify/certifies that no notification is required in accordance with article 9(1) to (3) of the above Order since there are no parties holding a notifiable interest in neighbouring land.

Name of Applicant

Address

Signature

Date *On behalf of

If signature is not that of applicant give name and address of signatory and the capacity in which he/she acts

*Delete where inappropriate

**FOR DEMOLITION ONLY - CERTIFICATES RELATING TO NEIGHBOUR
NOTIFICATION**

Town and Country Planning (General Development Procedure) (Scotland) Order 1992

Certificate under article 9(5)(c)

*I/The applicant hereby *certify/certifies that it is not possible to carry out notification in accordance with article 9(1) to (3) of the above Order since there are no premises situated on the neighbouring land to which the notification could be sent as referred to at article 9(4).

Name of Applicant

Address

Signature

Date

*On behalf of

If signature is not that of applicant give name and address of signatory and the capacity in which he/she acts

*Delete where inappropriate