

HOUSEHOLDER APPLICATION FOR PLANNING PERMISSION

The Town and Country Planning (Development Management Procedure) (SCOTLAND) Regulations 2013

**Please Read The Notes For Guidance Before Completing This Form
It is important that this form is completed correctly to avoid delays in processing**

1. APPLICANT'S CONTACT DETAILS

Name	<input type="text"/>		
Address	<input type="text"/>		
Postcode	<input type="text"/>	Email	<input type="text"/>
Telephone	<input type="text"/>	Fax	<input type="text"/>

2. AGENT'S CONTACT DETAILS

Name	<input type="text"/>		
Address	<input type="text"/>		
Postcode	<input type="text"/>	Email	<input type="text"/>
Telephone	<input type="text"/>	Fax	<input type="text"/>

3. ADDRESS OR LOCATION OF PROPOSED DEVELOPMENT *if different from (1) above*

4. DESCRIPTION OF PROPOSED DEVELOPMENT *Please tick relevant boxes*

House Extension	<input type="checkbox"/>	Garage	<input type="checkbox"/>
Dormer Extension	<input type="checkbox"/>	Satellite Antenna	<input type="checkbox"/>
Boundary fence/wall	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>
Formation of Access	<input type="checkbox"/>	_____	

Have there been any pre-application discussions?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Is the property a flat?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have there been any previous alterations or extensions?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

4. DESCRIPTION OF PROPOSED DEVELOPMENT (CONT'D)

Has the development started?

YES NO

If yes, please confirm when development started

Has the development been completed?

YES NO

If yes, please confirm when the development was completed

5. PROPOSED EXTERNAL BUILDING MATERIALS

Outside walls

Roof covering

Boundary walls (fences, walls, etc.)

6. CHECKLIST *Please tick all boxes*

I have completed the application form

I enclose a complete set of the necessary plans and drawings

I have completed and enclose the land ownership certificate

I enclose the necessary fee of £_____

Your application cannot be registered until all these documents and the fee are received

The Council will undertake neighbour notification. You should be aware that Regulations require that, if it is not possible to identify all owners of neighbouring premises and land, you will be required to meet the costs of any advertisement required for this purpose. We will write to you upon receipt of the application if this is necessary.

LAND OWNERSHIP CERTIFICATE

IF YOU DO NOT OWN ALL OF THE LAND OR PROPERTY TO WHICH THIS APPLICATION RELATES, YOU MUST NOTIFY ALL THE OWNERS AT THE SAME TIME AS SUBMITTING THIS FORM.

PLEASE READ THE NOTES FOR GUIDANCE CAREFULLY BEFORE COMPLETING THIS CERTIFICATE.

A I hereby certify that: *Please tick **one** box*

1. 21 days before the date of this planning application, the applicant owned all the land to which this land relates.

OR

2. The applicant has given notice to all persons who, 21 days before the date of this planning application, owned any part of the land to which it relates. They are:

NAME OF OWNER	ADDRESS	DATE NOTIFIED

B I hereby certify that: *Please tick **one** box*

1. 21 days before the date of this planning application, none of the land to which this application relates formed part of an agricultural holding.

OR

2. The applicant has given notice of this planning application to every person who, 21 days before the date of this application, was a tenant of an agricultural holding, any part of which formed part of the land to which this application relates. These persons are:

NAME OF OWNER	ADDRESS	DATE NOTIFIED

DECLARATION

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS FORM IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Signature of applicant/agent (delete as appropriate)

Date

IMPORTANT: Information provided on this form will be used for Development Management purposes only and will be held in accordance with the Data Protection Act.

IMPORTANT: ANYONE WHO KNOWINGLY OR RECKLESSLY MAKES A FALSE DECLARATION IS LIABLE, ON CONVICTION, TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE (CURRENTLY UP TO £5000)