

Pre-Application Enquiry Form for Major, EIA and Complex Local Developments

For official use only Ref.

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 Date Rec.....

Fee Paid..... Receipt No..... Taken By.....

This form is intended for pre-application enquires for proposals that would be classed as a major, EIA or complex local development. For further details of what type of proposal falls within these categories, please see the guidance notes. Please complete the form in full to enable us to fully answer your enquiry. Please also see the guidance notes for the minimum details required to enable us to provide a full response to your enquiry. If you wish to provide further details or information that you think may be of assistance, such as photographs, please feel free to do so.

We will acknowledge your enquiry within 5 working days of receipt, and let you know the date of the pre-application meeting. Please submit your enquiry 20 working days in advance of your preferred pre-application meeting date.

We will aim to provide a written response within 20 working days of the pre-application meeting. The advice provided will include a desktop assessment of planning policy, recent planning history, site constraints, a summary of consultation responses and key points from the pre-application meeting.

1 Applicant's Details

Name

Address

.....

.....

.....

Postcode

Telephone

Email.....

2 Agent's Details (If form completed by agent)

Name.....

Address

.....

.....

.....

Postcode

Telephone.....

Email.....

3 Site Address (Include postcode and OS grid reference if known)

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4 Please provide a detailed description of the proposed development

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5 Please indicate (where relevant) which class of major development the proposal would fall under schedule 1 of the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009

Schedule 1 Development
(Under Environmental Impact Assessment
(Scotland) Regulations 2011)

Waste Management Facilities
(Capacity of facility is or exceeds 25,000
tonnes per annum or 50 tonnes per day in
the case of residual sludge treatment)

Housing
(Development comprises 50 or more dwellings
or site area is or exceeds 2 hectares)

Transport and Infrastructure Projects
(Length of route exceeds 8 kilometres)

Business & General Industry, Storage and
Distribution
(Floor space of any building is or exceeds
10000m² or site area is or exceeds 2 hectares)

Fish Farming
(Water area covered is or exceeds 2 hectares)

Minerals
(Site area is or exceeds 2 hectares)

Electricity Generation
(Capacity exceeds 20 megawatts)

Other Development
(Floor space of any building is or exceeds
5000m² or site area is or exceeds 2 hectares)

6 Please describe the current use of the building or land to which the development relates (Please tick all relevant box(es))

Residential Please describe

Commercial Please describe

Industrial Please describe

Agricultural Please describe

Other Please describe

7 Where relevant, have you undertaken pre-application consultation or EIA screening/scoping with the planning authority previously? (Please tick relevant box)

Yes Please provide reference number :

No

8 Please describe what type of application you propose to submit for your development (Please tick relevant box)

Full Planning Permission

Planning Permission in Principle

Application for Approval of Matters Specified in Conditions
(attached to planning permission in principle) Planning Ref

Not Known

9 General site information – Please complete the following to provide us with more information about the existing site and your proposal.

| | | | |
|---|------------------------------|-----------------------------|------------------------------|
| Does the site have an existing access? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| Are you proposing a new access? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| Is there any existing boundary treatment surrounding the site? (such as hedges, fences, walls) | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| Are you proposing any new boundary treatment? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| Will the development involve demolishing any existing buildings? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| Will the proposal involve works being undertaken to any trees? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| Will the proposal include any areas of hardstanding being Constructed? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| Will the proposal include the provision of SUDS? (Sustainable Urban Drainage System) | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |

10 We will consult with relevant internal consultees and external agencies as appropriate, based on the information you provide with this application. If there are any particular consultations you wish to be carried out for any specific reasons please indicate what service/agency below and why.

11 Processing Agreement

Dumfries and Galloway Council will promote a partnership protocol, or project plan, for all Major developments. This would normally set out the following:-

- the decision making framework, including a target determination date and potential risks, roles and responsibilities of the Council, and the applicant / agent;
- identify any need for, and timescale, for any planning obligation;
- a timetable for processing the pre-application enquiry, the application and the post-application stages;
- what information should be provided, and when it should be provided; and
- the consultations that will be undertaken.

It is requested that developers approach the partnership protocol in a positive and collaborative manner. Please indicate whether you wish to undertake a Processing Agreement with the Council at this stage:

Yes

No

12 Information to submit

Please refer to the guidance notes/scale of fees to ensure the pertinent information is submitted with your proposal and the correct fee is included.

13 Freedom of Information (Scotland) Act 2002

Generally, notes and correspondence relating to pre-application enquiries are treated confidentially. However, if a request is made under the above act, we may be obliged to reveal details of your enquiry. Your enquiry will not be treated as confidential once a planning application has been submitted and is in the public domain. If you believe your enquiry is confidential, please explain why:

14 Declaration

I confirm that all the information contained in this form is correct and that the response that I receive will be based purely on the information submitted. I also confirm that the advice that I receive is informal officer advice only and is not legally binding to any future decision that the Council may make on any planning application that may be forthcoming.

Signed

Dated