

YOU MUST PROVIDE THE FOLLOWING INFORMATION WHEN SUBMITTING YOUR PRE-APPLICATION:

- | | <i>Please tick</i> | |
|---|--------------------|-------------------------------------|
| ✓ A location plan sufficient to reasonably locate the property in relation to surrounding geography. | | <input checked="" type="checkbox"/> |
| ✓ A block plan at a suitable scale so as to understand the relationship of the proposal within the context of the boundaries of the site and how the development may impact upon neighbouring properties. | | <input type="checkbox"/> |
| ✓ Sketch plans suitable to understand the design of the proposal and how it relates to existing buildings on site. | | <input type="checkbox"/> |
| ✓ For proposed changes of use, please provide floor plans as existing and as proposed. | | <input type="checkbox"/> |
| ✓ Where possible, photographs of the site and buildings. | | <input type="checkbox"/> |

This information is requested to assist the Planning Service in providing you with the most reliable advice that we can at this stage. The development may require a Design Statement with a formal planning application, therefore, you may wish to provide a draft Design Statement, if available.

Please note that, were you to fail to provide the above information, the Council may be unable to process your enquiry.

HOW WILL YOUR PRE-APPLICATION ENQUIRY BE PROCESSED?

In line with our Pre-Application Guidance Note <https://www.south-ayrshire.gov.uk/planning/documents/pre%20application%20guidance.pdf>:

- If we consider that a meeting to discuss your proposal would assist in our response, we will contact you direct. We aim to provide a written response, on average, within 21 days.
- We will provide our response in writing, and endeavour to provide as constructive advice as possible. This will include information on relevant policies, guidance and other planning requirements.
- At the Pre-Application stage, we do not expect to have requested the comments of other agencies that might influence the assessment of your planning application. This will be explained further in our response.

SUBMITTING A PRE-APPLICATION ENQUIRY:

Wherever possible please submit your Pre-Application Enquiry electronically, by email, to Planning.Development@south-ayrshire.gov.uk.

Contact Details

South Ayrshire Council, Planning Service, County Buildings, Wellington Square, Ayr, KA7 1DR
T: (01292) 616 107 E: planning.development@south-ayrshire.gov.uk W: www.south-ayrshire.gov.uk

South Ayrshire Council
Planning Service
Pre-Application Form

FOR OFFICE USE ONLY

Ref No: _____

(1) APPLICANT DETAILS:					
Title:		Forename:		Surname:	
Company Name:				Building No/ Name:	
Address:					
				Postcode:	
Telephone:				Mobile:	
E-mail*:					

(2) AGENT DETAILS:					
Company Name:					
Title:		Forename:		Surname:	
Building No/Name:				Agent Ref No:	
Address:					
				Postcode:	
Telephone:				Mobile:	
E-mail*:					

**We will correspond by e-mail where an e-mail address has been provided. This allows us to communicate with you more efficiently.*

(3) SITE ADDRESS:	
Address or Location of Proposed Development (please include postcode) <i>If the land in question has no postal address provide a description of the location of the land.</i>	
Postcode	

(4) EXISTING USE OF SITE/BUILDINGS:

Please provide an outline of the existing use of the site/buildings.

(5) PROPOSAL:

Please provide an outline of the nature of your development proposal.

(6) ENQUIRY:

Please provide an outline of the nature of your enquiry, or any particular aspects on which you are seeking advice.

7. EMPLOYMENT INFORMATION:

(a) Indicative number of jobs to be safeguarded by the development proposal

(b) Indicative number of jobs to be created by the development proposal

(8) ADDITIONAL INFORMATION

Please provide any additional information that you may consider is relevant.

8. DECLARATION:

SIGNATURE:

DATE:

NAME (PRINT):

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