

T to W

TOWN CENTRE USES: Town Centre Uses refers to those uses permitted by classes 1,2,3 (excluding hot food and snack bars), 7 and 11 of the use class order. Sui generis uses of public houses are also considered acceptable.

TRAFFIC CALMING: Physical measures designed to slow traffic to improve environmental and safety conditions for local communities.

TRAFFIC IMPACT ASSESSMENT (TIA): An assessment of the traffic impact associated with a new development, with emphasis on vehicle trips rather than person trips and no consideration of how to encourage more sustainable transport patterns.

TRAFFIC MANAGEMENT: The exercise of controls on the use of roads so as to obtain the best use in the general interest and as safely as possible.

TREE PRESERVATION ORDER (TPO): An order preventing the cutting down, topping, lopping, uprooting or wilful damage to a tree/group of trees. The order is made under Section 160 of the Town and Country Planning (Scotland) Act 1997.

USE CLASSES ORDER (UCO): The Statutory Instrument termed The Town and Country Planning (Use Classes) (Scotland) Order 1997 which sets out various classes of uses for the purpose of clarifying when a change of use requires planning permission.

WILDLIFE SITE: Sites identified by the Scottish Wildlife Trust and recognised by the Council as having local natural heritage value.

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**Planning
Jargon Buster**

**A Guide to
Terms and Words Used in the
Planning System**



SOUTH AYRSHIRE PLANNING SERVICE :

BUILDING A PERFORMANCE

AND

CUSTOMER CULTURE

A to C

AFFORDABLE HOUSING: Housing reserved for those for whom it would be impossible or inappropriate to pay the full market price for housing in a particular area. This may be for owner occupation, shared equity or rent.

ARTICLE 4 DIRECTION ORDER: An order approved by the First Minister under Article 4 of the Town and Country Planning (General Permitted Development- Scotland) Order 1992. This requires that works that are normally exempt from the need to obtain planning permission should obtain formal consent.

AIRPORT RELATED INDUSTRY: Uses which do not need direct access to the airport precinct and runway, but still need to be within a short drive time from the airport.

AYRSHIRE JOINT STRUCTURE PLAN (AJSP):
(See Structure Plan)

BROWNFIELD SITE: A site normally within urban areas which has previously been developed or used for some purpose which has ceased.

COMMUTED SUM: Sum agreed to be provided within a planning obligation. The obligation will detail the amount, what it is for, how it should be spent, when and whether there is a limited period for its use, i.e. impose conditions on it.

COSTAL AREA: Land (including water features) above the higher water mark with significant visual, physical or environmental association with the sea or foreshore.

CONSERVATION AREA: An area designated under the Town and Country Planning (Scotland) Act 1997 as being of special architectural or historic interest, the character and interest of which it is desirable to preserve and enhance.

CORE PATH NETWORK: A system of key routes for outdoor access that are generally for walking , cycling and horse-riding.

COUNTRYSIDE: Land out with the built up area and a defined town or village boundary, it may be covered by policies relating to either Greenbelt, Rural Protection Area or Rural Diversification Area.

CURTILAGE: A planning term for the area of land that generally is around a building. For example with a dwelling house it is seen to be the garden ground that is formally set out or enclosed with a wall. The curtilage may include other ancillary buildings like a wash house, garage or stable.

D to E

DELEGATED POWERS: Delegated powers are given to the local planning authority to determine planning applications without the requirement for the application to be put before the Regulatory Panel.

DESIGN BRIEF: A site specific statement prepared in order to guide the design and layout of a site for development. This brief would have particular regard to architecture design and siting.

DESIGN STATEMENT: A statement that would come in with a planning application that would detail why the final design and layout has been selected by the applicant. The statement would discuss the processes that the designers and architectures would have gone through to the end design, including alternative options and reasons why they were discounted.

DEVELOPMENT: The carrying out of building, mining, engineering or other operations in, on, over or under the land or the making of any material change of use in the use of any buildings or land.

DEVELOPMENT BRIEF: Site specific statement prepared in order to guide development, and which highlight any physical, technical and other design constraints and considerations, together with an indication of preferred land use types and layouts.

DEVELOPMENT MANAGEMENT: The planning function within a local authority that processes and makes decisions on planning applications. Formally known as Development Control.

DEVELOPMENT PLAN: The Development Plan for an area comprises the approved Structure Plan and adopted Local Plan. In South Ayrshire it consists of the Ayrshire Joint Structure Plan and the South Ayrshire Local Plan.

DEVELOPMENT PLAN SCHEME: A document setting out the programme for preparing and reviewing the strategic development plan or local development plan. It includes a Participation Statement. South Ayrshire with only be covered by a Local Development Plan.

ENFORCEMENT: Responsibility of the Planning Authority, where necessary and appropriate in the public's interest, for taking enforcement action when breaches in planning law have taken place. The carrying out of development without planning permission or the failure to comply with the conditions attached to a planning permission is a breach in planning law.

E to I

ENVIRONMENTAL IMPACT ASSESSMENT: A process which identifies the environmental effects (both negative and positive) of development proposal. It aims to prevent, reduce and offset any adverse impacts on the environment.

FORESHORE: Land between the coastline (high water mark) and the mean low water mark of the ordinary spring tides, including associated beaches, rock and the inter tidal area.

GENERAL PERMITTED DEVELOPMENT ORDER (GPDO): A statutory instrument- the Town and Country Planning (General Permitted Development) (Scotland) Order 1992- which outlines the circumstances where certain classes of development are permitted without the requirement to gain planning permission.

GREEN BELT: An area defined in the Development Plan where there is strict restriction on urban growth, often to prevent the loss of a town's identity, protect the landscape setting or ensure adequate availability of recreational facilities.

GREEN TRAVEL PLAN (GTP): Measures to reduce the amount of vehicle traffic associated with a new development by promoting a wider range of more environmentally friendly and healthy transport options.

GREENFIELD SITE: A site of development, usually in agricultural use, located out with the existing built-up area.

HABITAT DIRECTIVE: European legislation to protect endangered animal and plant species.

HEALTH AND SAFETY EXECUTIVE (HSE): A responsible for the encouragement, regulation and enforcement of workplace health, safety and welfare, and for research into occupational risks in England and Wales and Scotland.

HOUSE IN MULTIPLE OCCUPATION (HMO): A house occupied by more than 5 unrelated people, or more than 4 unrelated people in a flat.

HISTORIC SCOTLAND (HS): A Scottish Government agency that lists buildings for their architectural and historical importance and looks after Scheduled Ancient Monuments for Scotland.

INFILL DEVELOPMENT (OR SITE): A development or site located within the built up area and involving redevelopment, conversion, sub-division or the development of undeveloped land.

I to L

INFRASTRUCTURE: Roads, sewers, schools and supplies of gas, water, electricity and other services which are needed to allow a development to take place.

LANDFILL: Method of disposing of domestic waste below ground level. (Often land fill will change the land contours above original ground, usually through re-contouring during restoration).

LIGHT INDUSTRY: An industry which could operate in a residential area without causing a nuisance by noise, vibration, smell, fumes, soot, ash, dust or grit. (see Class 4/Business Class)

LISTED BUILDING: A building included on Historic Scotland's list of buildings of special architectural or historic interest which is afforded statutory protection.

LOCAL PLAN: Is part of the development plan and contains site-specific policies and detailed guidance for the assessment of planning applications. (See Development Plan)

LOCAL DEVELOPMENT: All development other than national and major development. This category may encompass a sub-set of minor developments which have permitted development rights and do not require a formal planning application.

LOCAL DEVELOPMENT PLAN (LDP): The new strategic land use document that, when complete, will replace the South Ayrshire Local Plan and the Ayrshire Joint Structure Plan as part of the wider modernisation of planning. It will set out strategic spatial priorities and policies for South Ayrshire and will secure land zoning for specified uses (e.g. land for housing/industry etc.) to provide increased certainty for development.

LOCAL DEVELOPMENT PLAN PROJECT BOARD: Board has responsibility for overseeing the process of preparing South Ayrshire's Local Development Plan. This is intended to ensure that the preparation of the Plan meets key deadlines, and that the form and content of the Plan are appropriate. The Board will also oversee the consultation measures undertaken throughout the process.

LOCAL HOUSING STRATEGY (LHS): The Local Housing Strategy sets out the current local housing situation across all tenures and provides strategic direction for the next five years. It covers many key housing issues including affordable housing, homelessness and property condition.

L to N

LOCAL PLANNING FORUM: Created to engage with the local community on policy development and consider the function of the Planning Service. The Forum is intended to make a significant contribution towards modernisation and improvement of the Planning Services in South Ayrshire.

LOCAL REVIEW BODY (LRB): Appeals against local developments decided under delegated powers are considered by the LRB, comprising South Ayrshire councillors. Appeals against Major development will be heard by Scottish Ministers.

LOCAL TRANSPORT STRATEGY (LTS): Sets out the Council's plans and priorities for the development of an integrated transport policy within South Ayrshire.

MAIN ISSUES REPORT (MIR): A report published by the planning authority at an early stage in preparing each strategic development plan and local development plan. It identifies the key issues that face the area and issues where the development plan may need to change.

MAJOR DEVELOPMENT: Developments not considered to be of national strategic importance but nonetheless are of a size and scale to be considered of major importance. Examples might be a shopping centre, a business park or a large scale housing development.

MASTERPLAN: A document which details the development of a large area, such as a town, village or district. It contains information on building styles, road layouts and specific land uses.

MATERIAL CONSIDERATIONS: The issues that are relevant planning matters to be taken into account in a planning decision. There are a wide range of factors and whether or not something is 'material' is usually stated to be a matter of fact and degree depending upon the circumstances of the individual case. In other words, there is no hard or fast rule and each case has to be considered on its own particular merit.

MITIGATING MEASURES: Measures taken to lessen the impact of a development on the environment and community e.g. planting of trees and bushes to lessen the impact of a development on the landscape.

NATIONAL DEVELOPMENT: Defined in the NPF. National Developments based in, or directly affecting, South Ayrshire are: Glasgow Prestwick International Airport, the Loch Ryan Gateway Port and the Central Scotland Green Network.

N to P

NATIONAL PLANNING FRAMEWORK (NPF): A document published by the Scottish Government setting out in broad terms how Scottish Ministers consider that the development and use of land could and should occur in the long-term.

NEIGHBOUR NOTIFICATION: A process for notifying those people living next to a proposed development that a planning application has been submitted, allowing them to comment on the application if they wish.

OPEN SPACE: Amenity Open Space- parcels of land and landscaped areas the principle function of which is to enhance the appearance of an area.

PARK AND RIDE FACILITIES: Car parks adjacent to public transport facilities where encouragement will be given to terminate journeys by private car and continue travelling into the city or town by public transport.

PERMITTED DEVELOPMENT RIGHTS (PDR): The planning term that details what different land users can do to their buildings and or land without the requirement for planning permission (See General Permitted Development Order).

PLANNING ADVICE NOTES (PANS): Issued by the Scottish Government to provide advice on good practice and other relevant information.

PLANNING APPEALS: The process whereby a applicant can challenge an adverse decision, including a refusal of permission. Appeals can also be made against the failure of the planning authority to issue a decision within a given time, against conditions attached to permission, against the issue of an enforcement notice and against refusals of listed building and conservation area consent.

PLANNING AUTHORITY HOUSING NEEDS AND DEMANDS ASSESSMENT (HNDA): The Housing Need and Demand Assessment is a technical exercise to determine the location and amount of market and affordable housing needed and for whom and in what timescale.

PLANNING APPLICATION: An application made to the local planning authority, seeking planning consent for development.

PLANNING BRIEF: A document which briefly sets out the local planning authority's guidelines and requirements for the development of a site.

PLANNING GAIN: That part of a development proposal secured by the local authority for the benefit of the local community. (See Section 75 agreement)

P

PLANNING CONSENT/ PERMISSION: Formal permission granted by a planning authority or the Scottish Government for development of land or buildings. Permission can be granted in principle or in detail.

PLANNING IN PRINCIPLE (PIP): The purpose of such an application is to establish whether the principle of developing a piece of land is acceptable without preparing detailed plans. Planning permission in principle alone does not give you a right to go ahead with the proposal as conditions will be attached setting out what further details require to be approved by way of a further application before work can start (approval of matters specified in conditions). If the proposal is sensitive it is possible that details will be required before a decision is reached.

POLICIES: Statements by planning authorities or Scottish Ministers of their attitudes or intentions towards existing or future situations which require action. Land use planning policies relate solely to physical land use development, for example, the location of housing or the improvement of the environment. They are limited to those which can be applied by the planning authority itself, or by other public bodies after full consultation and agreement.

PRE-APPLICATION SCREENING NOTICE: Notice submitted by a developer to Planning Authority to check whether development proposals require pre-application consultations. The Planning Authority must respond to the Pre-application screening notice within 21 days stating either that pre-application consultation will either be necessary or not.

PRE-APPLICATION CONSULTATION (PAC): Required for all national and major developments. A developer or their agent must undertake pre-application consultation with the community prior to submitting a planning application.

PRIME AGRICULTURAL LAND: Agricultural land classified by the Scottish Government Rural Affairs Department as Categories 1, 2 or 3.1 according to the Macaulay Land Use Research Institute's Land Capability Classification.

PROPOSAL: A development or action which a local authority, other agency or private individual intends to implement.

PROPOSAL OF APPLICATION NOTICE: Form a developer of a national or major development requires to fill out and submit to Local Authority and Community Council highlighting their proposals and pre-application consultations. This must be submitted a minimum of 12 weeks in advance of submitting a planning application.

R to S

REGULATORY PANEL: A term referring to the planning decision-making body of South Ayrshire Council. The Regulatory Panel is made up of elected members/councillors. One of the roles of Regulatory Panel is to make decisions on planning applications.

RIBBON DEVELOPMENT: Progression of development in a linear form usually along a road.

ROYAL COMMISSION ON THE ANCIENT AND HISTORICAL MONUMENTS (RCAHMS): Collects, records and interprets information on Scotland's architectural, archaeological, industrial and maritime heritage.

SECTION 75 AGREEMENTS: Legal Agreements made under Section 75 of the Town and Country Planning (Scotland) Act 1997 and regulating the future use of the land. Such agreements are registered in the Land Register and legally binding on future owners of the land.

SETTLEMENT: Defined town or village with a range of facilities and/ or infrastructure.

SCHEDULED ANCIENT MONUMENT: An archaeological monument of national importance that is legally protected under the Ancient Monument and Archaeological Areas Act 1979. Alterations to Scheduled Ancient Monuments must be approved by Historic Scotland.

SCOTTISH ENVIRONMENT PROTECTION AGENCY (SEPA): The agency responsible for protecting the environmental quality such as water, waste treatment, quarries and waste disposal (including amenity sites).

SCOTTISH NATURAL HERITAGE (SNH): The agency responsible for securing the conservation and enhancement of Scotland's natural heritage.

SCOTTISH MINISTERS: The group of Ministers that collectively comprise the Scottish government. While the general term Scottish Ministers is used, decisions on strategic development plans and on a limited number of planning applications which raise national issues are taken by an individual Minister.

SCOTTISH PLANNING POLICIES (SPPs): Provide statements of Scottish Government policy on nationally important land use and other planning matters, supported where appropriate by a locational framework.

S

SCREENING NOTICE : Developer submit screening notice to Planning Authority to check if they are required to undertake an Environment Impact Assessment or not.

SHELTERED HOUSING: Groups of housing units provided for elderly people who require occasional support and assistance from a resident warden but who do not require full residential care.

SITE OF SPECIAL SCIENTIFIC INTEREST (SSSI): A site identified by Scottish Natural Heritage as requiring special protection because of its flora, fauna, geological or physiographical features under the Wildlife and Countryside Acts.

SOUTH AYRSHIRE LOCAL PLAN (SALP): (See Local Plan)

SPECIAL AREA OF CONSERVATION (SAC): Designated under European Union legislation for the protection of wildlife.

SPECIAL PROTECTION AREA (SPA): Special Protection Area, designated under European Union legislation for specific protection of birdlife.

STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA): The requirement to undertake and publish environmental assessment of plans and programmes at a strategic level.

STRUCTURE PLAN: Is part of the Development Plan and contains strategic broad-brush policies. Provides a framework for Local Plans.

SUI GENERIS: Term used to describe an activity/ use of land or buildings which is not specifically included in the Use Class Order (Scotland) 1997.

SUPPLEMENTARY PLANNING GUIDANCE (SPG): Planning policy which supplements the guidance given in the local development plan, covering an area of particular importance in greater depth.

SUSTAINABLE URBAN DRAINAGE SYSTEMS (SUDS): This describes a range of techniques for managing the flow of water run off from a site by treating it on site and so reducing the load on conventional piped drainage systems.

SUSTAINABLE DEVELOPMENT: Development which aims to minimise the impact of human activity on the environment as a whole, while supporting economic and social progress.