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| PROPOSAL OF APPLICATION (PAC) NOTICE  **THE TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (SCOTLAND) REGULATIONS 2013 | THE TOWN AND COUNTRY PLANNING (PRE-APPLICATION CONSULTATION) (SCOTLAND) AMENDMENT REGULATIONS 2021** |  |
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# Application Form

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| Section 1: Contact Details | | | |
| **Applicant** | | **Agent** | |
| Name: | |  | | --- | |  | | Name: | |  | | --- | |  | |
| Address: | |  | | --- | |  | | Address: | |  | | --- | |  | |
| Phone: | |  | | --- | |  | | Phone: | |  | | --- | |  | |
| Email: | |  | | --- | |  | | Email: | |  | | --- | |  | |

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| Section 2: Site Address |
| **Provide the postal address of the prospective development site (If there is no postal address, describe its location). In order to identify the site, show its outline on a scaled Ordnance Survey based plan and provide it along with this Notice.** |
| **Site address (incl. postcode)/location of the development:** |
| |  | | --- | |  | |  | |

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| Section 3: Development Proposal | |
| **Describe in general terms the development to be carried out, the class of development (National or Major), site area, gross floor space of proposed buildings and an indicative number of proposed dwellings (if any).** | |
| **Description of development:** | |
| |  | | --- | |  | | |
| **Class of Development:** | **Site Area (Hectares):** |
| |  |  | | --- | --- | | Major | National | |  |  | | |  | | --- | |  | |
| **Gross floor space of building(s) (Square Metres)** | **Indicative No. of Dwellings (if applicable):** |
| |  | | --- | |  | | |  | | --- | |  | |

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| Section 4: Community Council Consultation |
| **State which Community Councils have received a copy of this Proposal of Application Notice. The minimum statutory requirement is that you consult every Community Council whose area is within or adjoining the land where the proposed development is situated (this may include Community Council’s in a neighbouring Planning Authority).** |
| **Community Council(s):** |
| |  | | --- | |  | |  | |  | |  | |  | |  | |  | |

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| Section 5: Public Notices |
| **Provide the following details of your proposals to publish advertisements in a local newspaper circulating in the locality in which the development is situated. An advertisement is required for each public event and the content for the final event will differ from that of the initial events as required by the regulations.** |
| **Local Newspaper(s):** |
| |  | | --- | |  | |  | |
| **First Event (and any additional events thereafter before the final event)**  **Requirements and Content (see notes below):** |
| |  |  | | --- | --- | | **(A)** |  | | **(B)** |  | | **(C)** |  | | **(D)** |  | | **(E)** |  |  1. Description and location of proposed development, 2. Details as to how (including by what electronic means) further information on the proposed development may be obtained concerning the proposed development, 3. The date, time and venue of the public events, 4. A statement explaining how and by when persons wishing to make comments to the prospective applicant relating to the proposal may do so, and, 5. A statement that comments made to the prospective applicant are not representations to South Ayrshire Council and if the prospective applicant submits a planning application there will be an opportunity to make direct representations to South Ayrshire Council’s Planning Service. |
| **Final Event**  **Requirements and Content (see notes below):** |
| |  |  | | --- | --- | | **(A)** |  | | **(B)** |  | | **(C)** |  | | **(E)** |  |  1. Description and location of proposed development, 2. Details as to how (including by what electronic means) further information on the proposed development may be obtained concerning the proposed development, 3. The date, time and venue of the public events, and confirm that this final event will provide feedback to any comments received to the process 4. A statement that comments made to the prospective applicant are not representations to South Ayrshire Council and if the prospective applicant submits a planning application there will be an opportunity to make direct representations to South Ayrshire Council’s Planning Service. |

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| Section 6: Public Events |
| **Provide details of at least two public events where members of the public may make comments to the prospective applicant as regards to the proposed development (If you are proposing more than two public events please use Section 7 to provide details of these). There must be at least 14 days between the first and final event. At the final event the prospective applicant is required to provide feedback to the public on the views obtained through the PAC process.** |
| **Event 1:** |
| |  |  | | --- | --- | | **Form of Event** |  | | **Date** |  | | **Time** |  | | **Venue** |  | | **Details of how the event is to be advertised** |  | | **Details of who is to be invited to the event** |  | |
| **Event 2:** |
| |  |  | | --- | --- | | **Form of Event** |  | | **Date** |  | | **Time** |  | | **Venue** |  | | **Details of how the event is to be advertised** |  | | **Details of who is to be invited to the event** |  | |
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| Section 7: Consultation Activity |
| **Provide a general account and summary of what statutory minimum consultation is being proposed.** |
| **Statutory Minimum Consultation:** |
| |  |  | | --- | --- | | **Consultation Details** |  | |
| **Provide details of the additional consultation activity proposed. State when such consultation will take place, with whom it will be with and what form it will take.** |
| **Additional Consultation:** |
| |  |  |  | | --- | --- | --- | | **When** | **With Whom** | **Form of Consultation** | | (e.g. Date, time, frequency, etc.) | (e.g. Community Council, Residents Associations, Neighbours, Local Interest Groups, Elected Officials, etc.) | (e.g. Letters, Advertisements, Meetings, etc.) | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |

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| Section 8: Submission | |
| I, the applicant/agent (please delete as appropriate) certify that this submission, including its supporting documentation, are true and accurate to the best of my knowledge  (**✓**) | |
| Name: | |  | | --- | |  | |
| Signed: | |  | | --- | |  | |
| Date: | |  | | --- | | Click or tap to enter a date. | |
| **Please email this completed form and any accompanying documents to** [**Planning.Development@south-ayrshire.gov.uk**](mailto:Planning.Development@south-ayrshire.gov.uk) | |

Note: The Planning Authority will respond within 21 days of receiving the Notice (unless an extension of time is agreed). As part of this response, the Planning Authority will advise whether the proposed Pre-Application Consultation (PAC) is satisfactory, or if additional notification and consultation above the statutory minimum is required*.* You should also note thata planning application for a national or major development cannot be submitted less than 12 weeks from this date and without the statutory requirements having been undertaken. The planning application must be accompanied by the PAC report which meets the requirements of the Regulations.

# Notes

**Please email this form and any accompanying documents to** [**Planning.Development@south-ayrshire.gov.uk**](mailto:Planning.Development@south-ayrshire.gov.uk)

The Planning Authority will respond within 21 days of receiving the Notice. We will advise whether the proposed Pre-Application Consultation (PAC) is satisfactory, or if additional notification and consultation above the statutory minimum is required. The minimum consultation activity includes consultation with the relevant Community Council(s), the holding of public events, and its advertisement.

Further information on how we will process your personal information can be found in our [Privacy Notice](https://www.south-ayrshire.gov.uk/article/52839/Planning-Service-privacy-notice).

Details of the relevant Regulations and the associated Scottish Government guidance are included below:

[The Town and Country Planning (Pre-Application Consultation) (Scotland) Amendment Regulations 2021 (legislation.gov.uk)](https://www.legislation.gov.uk/ssi/2021/99/contents)

[The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013 (legislation.gov.uk)](https://www.legislation.gov.uk/ssi/2013/155/contents/made)

[Planning Circular 3: Development Management Procedures (www.gov.scot)](https://www.gov.scot/binaries/content/documents/govscot/publications/advice-and-guidance/2022/10/planning-circular-3-2022-development-management-procedures/documents/planning-circular-3-development-management-procedures/planning-circular-3-development-management-procedures/govscot%3Adocument/planning-circular-3-development-management-procedures.pdf)

[2. Pre-Application Phase - Planning circular 3/2022: development management procedures - gov.scot (www.gov.scot)](https://www.gov.scot/publications/planning-circular-3-2022-development-management-procedures/pages/3/)