

Application for Pre-Application Advice



Site Address Details

Please provide the full postal address of the application site

Name / Number	
Address 1	
Address 2	
Address 3	
Town	
Postcode	

Description of the Site

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Applicant / Agent Details – (The primary contact for correspondence / discussion)

Name		
Company		
House Name / Number		
Address 1		
Address 2		
Address 3		
Town		
Postcode		
Email Address		
Telephone Number		

Description of the Proposal

Please describe the proposed development in as much detail as possible at the present time

Additional Information

Question	Yes	No
Do you / does your client own the land the subject of the proposed development?		
If you or your client does not own the land, have you contacted the landowner regarding the proposed development?		
Have you / your client requested pre-application advice from the Council on this or a similar proposal before?		

You will need to provide us with information about the site and details about your scheme. This will normally include as a minimum:

- a site location plan with the site identified;
- a block plan showing the relationship between the proposal and the surrounding properties
- sketch plans or, if you have them, more detailed drawings;
- photographs of the site and its surroundings

Clearly the more information and detail you can provide about your proposed development, the more comprehensive and constructive our advice will be. Where necessary our advice will include changes required to make a scheme acceptable (where that is possible).