

INFORMATION REQUIRED WHEN SUBMITTING A PLANNING APPLICATION

APPLICATIONS FOR DETAILED PLANNING PERMISSION THAT CONSTITUTE MAJOR DEVELOPMENTS (AS DEFINED IN THE TOWN AND COUNTRY PLANNING (HIERARCHY OF DEVELOPMENTS) (SCOTLAND) REGULATIONS 2009)

1. 1 copy of the completed planning application form, signed and dated.
2. 1 copy of the land ownership certificate signed and dated.
2. 1 copy of a Pre-Application Consultation report.
3. 1 copy of a Design and Access statement
3. 1 copy of a location plan (Ordnance Survey based) at a scale of 1:1250 or 1:2500. The plans should show the direction of North. The application site should be edged clearly with a red line and a blue line should edge any other land owned by the applicant.

An alternatively scaled plan can be used if the 1:1250 or 1:2500 scales do not show at least two main roads and surrounding buildings.

4. 1 copy of existing and proposed site layout plans at a scale of 1:500 or smaller. A site layout plan shows the detailed layout of the whole site and the relationship of the proposed works with the site boundaries, nearby roads and neighbouring buildings.
5. 1 copy of existing and proposed site levels plans at a scale of 1:500 or smaller. The proposed site levels plan should clearly indicate the finished floor levels for all buildings and show ground levels for the complete site and an area extending to 20m beyond the edge of the application site boundary. For sites with significant level changes existing and proposed site sections should be submitted.
6. 1 copy of a proposed site plan at a scale of 1:500 or smaller showing drainage details, watercourse diversions, flood prevention measures and sustainable urban drainage systems to manage surface water run-off.
7. 1 copy of a proposed site plan at a scale of 1:500 or smaller showing swept path analysis for service vehicles and visibility splays for junctions.
8. 1 copy of existing and proposed elevations, scale 1:100 or 1:50. The drawings should show all elevations of all buildings that are to be erected including garages, bin stores, cycle stores etc. If any elevations are to be handed the drawings should clearly state this. All external finish materials should be clearly stated. For developments incorporating multiple individual buildings e.g. housing developments or business parks street scene elevations should be submitted.
9. 1 copy of existing and proposed floor and roof plans, scale 1:100 or 1:50, showing the layout of all buildings.
10. Details of proposed hard and soft landscaping works including;
 - a. existing and finished ground levels and floor levels for all buildings, open space and roads in relation to a fixed datum;
 - b. existing trees, landscaping features and vegetation to be retained; removed and protected during development;

- c. proposed new planting in communal areas and open space;
- d. location and design (including elevation drawings) of any proposed walls, fences and gates, including those surrounding bin stores or any other ancillary structures;
- e. proposed car park configuration and surfacing;
- f. proposed footpaths and cycle paths; and
- g. location and design of any new play areas including details of play equipment.

11. The correct fee.

Supporting Statements

The following supporting statements are commonly required for the assessment of applications relating to major developments. Failure to supply such information may delay the assessment of the application and may result in refusal of the application. The list is indicative, depending on the nature of the application further supporting information may be required; for further advice on what supporting information may be required please contact the Duty Planner on 0131 271 3302 or development.management@midlothian.gov.uk prior to submitting the application.

Traffic Assessment

Green Travel Plan

Retail Impact Assessment

Biodiversity Survey

Soil Survey/Contamination Report

Ground Stability/Structural Engineers Report

Noise Report

Tree Survey

Landscape and Visual Impact Assessment/Zone of Theoretical Visibility

Information demonstrating compliance with policy NRG3 of the Midlothian Local Plan.

Archaeology Assessment