

**PRE-REGISTRATION CHECK SHEET – TO BE COMPLETED BY DUTY OFFICER AS APPROPRIATE**

Application Ref: 21/00290/ADV

Pre-application Ref:    

Online App  Yes

Related Enforcement Reference:   

App Type	
Detailed Planning (DPP)	<input type="checkbox"/>
Planning in Principle (PPP)	<input type="checkbox"/>
Approved Matters (MSC)	<input type="checkbox"/>
Listed Building (LBC)	<input type="checkbox"/>
Conservation Area (CAC)	<input type="checkbox"/>
Advertisement (ADV)	<input checked="" type="checkbox"/>

App Type	
Works to Tree (WTT)	<input type="checkbox"/>
Pre Consultation (PAC)	<input type="checkbox"/>
Prior Notification (PN)	<input type="checkbox"/>
Amended Obligation (LA)	<input type="checkbox"/>
Review of Mineral (ROMP)	<input type="checkbox"/>
OTHER <input type="text"/> S42	<input type="checkbox"/>

Development Type	
Local	<input checked="" type="checkbox"/>
Strategic	<input type="checkbox"/>
Major	<input type="checkbox"/>
Householder	<input type="checkbox"/>

Development Code

Owner Notification   
(Email Technician if ticked)

<p><b>UPRN:</b> 000120036115 _____ (If <b>NO</b> UPRN – Admin to contact Technician)</p> <p><b>Site Address:</b> <i>(Leave blank if no UPRN)</i></p> <p>Land South West of Tesco Superstore Dalkeith</p>	<p><b>Description of Proposal:</b></p> <p>Display of illuminated and non-illuminated signage including fascia, totem and free standing signs</p>
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1. Is the application fee correct?
2. Is a REFUND required?
3. If a Schedule 3 is required has the fee been included?
4. Are the plans adequate? (Location, Site, Elevations)
5. Is the site boundary clearly defined?
6. Are the certificates completed?
7. If a S42 statement is required has it been submitted?

**Q8-12 are for NON Householder applications only**

8. Has a Coal Mining Risk Assessment been submitted?
9. If a Design Statement is required has it been submitted?
10. If a Design/Access Statement is required has it been submitted?
11. For Major Applications has a PAR been submitted?
12. Is PAR Acceptable?

YES	NO	Fee/Refund Amount	
Yes		Fee: £ _____	
	N/A	Refund: £ _____	
	N/A	Fee: £ _____	
	No		
	No		
Yes			
	N/A		
YES	NO	NOT REQUIRED	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	

**APPLICATION INCOMPLETE**

**Initials:**    DR **Date:**   14/4/21

**VALIDATION DATE:**   20/4/21

**Initials:** **LK** **Date:**   20/4/21

**For incomplete applications please note that this information will be transferred directly to the letter to the application/agent; so please ensure that it is specific and accurate.**

**Admin - If application submitted online please email the letter to the Duty Officer.**

**Reason for application being invalid:**

- |                                     |                               |  |
|-------------------------------------|-------------------------------|--|
| <input type="checkbox"/>            | <b>Insufficient Fee</b>       | The correct fee for this application is £_____ and an additional sum of £ _____ is required. |
| <input type="checkbox"/>            | <b>Fee Required</b>           | The fee for this application is £ _____.   |
| <input type="checkbox"/>            | <b>Ownership Certificates</b> | Please complete the enclosed ownership certificate.  |
| <input checked="" type="checkbox"/> | <b>Inadequate Plans</b>       | The following additional plans are required:   |

Please identify the application site, the full extent of the planning unit boundary with all proposed advertisements which require consent located within the red line boundary.

On drawing no. RNTH/S5554/02-3 the proposed totem sign is not labelled as sign 8.

On drawing no. RNTH/S5554/02-3 there is no indication of whether the signs are illuminated or non-illuminated.

- Design Statement** *(Validating officer to confirm which statement is required)*  
The application is \_\_\_\_\_  
Please submit a Design/Design and Access Statement complying with Regulation 13 of the Town and Country Planning (Development Management Procedure) (Scotland) regulations 2008.

- Section 42 Statement** Please confirm in writing that the application is being made under Section 42 of the Town and Country Planning (Scotland) Act 1997.  
*(Section 42 applies to applications to develop land without complying with conditions attached to a previous planning permission; a statement confirming that the application is made under Section 42 is required for all applications that seek to remove or amend conditions attached to previous planning permissions.)*

- Coal Mining Risk Assessment** Your application is within an identified Coal Risk Area and as such a Coal Mining Risk Assessment (CMRA) is required.

- Use this space for any other items:**

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