



Newtown St Boswells Melrose TD6 0SA Tel: Payments/General Enquiries 01835 825586 Email: regadmin@scotborders.gov.uk

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100651719-002

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

Description of Proposed Works to Listed Building

Are the proposals to alter, extend or demolish the listed building(s)? * Yes No

Are the proposals to vary or discharge conditions attached to a previous grant of listed building consents(s):* Yes No

Has the work already been started and/or completed? *

No Yes - Started Yes - Completed

Please Note: it can be a criminal offence to undertake works that require listed building consent in advance of obtaining consent.

Applicant or Agent Details

Are you an applicant or an agent? * (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

Applicant Agent

Applicant Details

Please enter Applicant details

Title:	<input type="text" value="Mr"/>	You must enter a Building Name or Number, or both: *	
Other Title:	<input type="text"/>	Building Name:	<input type="text"/>
First Name: *	<input type="text" value="Alister"/>	Building Number:	<input type="text" value="9"/>
Last Name: *	<input type="text" value="Mack"/>	Address 1 (Street): *	<input type="text" value="Abbey Row"/>
Company/Organisation:	<input type="text"/>	Address 2:	<input type="text"/>
Telephone Number:	<input type="text"/>	Town/City: *	<input type="text" value="Kelso"/>
Extension Number:	<input type="text"/>	Country: *	<input type="text" value="Roxburghshire"/>
Mobile Number:	<input type="text"/>	Postcode: *	<input type="text" value="Td5 7jf"/>
Fax Number:	<input type="text"/>		
Email Address:	<input type="text"/>		

Site Address Details

Planning Authority:

Scottish Borders Council

Full postal address of the site (including postcode where available):

Address 1:

9 ABBEY ROW

Address 2:

Address 3:

Address 4:

Address 5:

Town/City/Settlement:

KELSO

Post Code:

TD5 7JF

Please identify/describe the location of the site or sites

Northing

633936

Easting

372821

Existing and Proposed Uses

Please describe the current use: * (Max 500 characters)

Single pane sash and case wooden window

Please describe the proposed use: * (Max 500 characters)

Double glazed sash and case windows with 4-6-4 mm double glazed units with super spacer heritage foam spacer manufactured by edgetech (Quanex)

Pre-Application Discussion

Have you discussed your proposal with the planning authority? *

≤ Yes No

Listed Building Category

Please state the category of listing (if known) of the building in the list of Buildings of Special Architectural or Historic interest: *

- Category A
- Category B
- Category C
- A (Group)
- B (Group)
- Ecclesiastical Category A
- Ecclesiastical Category B
- Ecclesiastical Category C
- Don't Know

Demolition of Listed Building

Does the proposal involve demolition of a listed building or a building within the curtilage of a listed building? *

- Total or substantial demolition of the listed building
- Total or substantial demolition of a building within the curtilage of the listed building
- Other (partial demolition or alterations)

Listed Building Alterations

Do the proposed works include alterations and/or extension to a listed building? *
(This may be in addition to any demolition works specified previously)

Yes No

Proposal Relating to Listed Building

Are there any current applications or existing consents or permissions for this site? *

Yes No

Planning Service Employee/Elected Member Interest

Is the applicant, or the applicant's spouse/partner, either a member of staff within the planning service or an elected member of the planning authority? *

Yes No

Certificates and Notices

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997

The Town and Country Planning (Listed Building and Buildings in Conservation Areas) (Scotland) Regulations 1987

One Certificate must be completed and submitted along with this form; either Certificate A, Certificate B or Certificate C.

Are you the sole owner of ALL the land/building relevant to this proposal? *

Yes No

Certificate Required

The following Land Ownership Certificate is required to complete this section of the proposal:

Certificate A

Land Ownership Certificate

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) act 1997

The Town and Country Planning (Listed Buildings and Buildings in Conservation Areas) (Scotland) Regulations 1987

Certificate A

I hereby certify that – (See the help section for notes)

(1) - No person other than myself/the applicant was an owner [Note 1] of any part of the land to which the application relates at the beginning of the period of 21 days ending with the date of the accompanying appeal.

Signed: Alister Mack

Date: 15/11/2023 12:53:01

Please tick here to certify this Certificate. *

Checklist – Application for Listed Building Consent

Please complete the following checklist to make sure you have provided all the necessary information in support of your application. Failure to submit the necessary information may result in your application being deemed invalid. The planning authority will not start processing your application until it is valid.

A Location plan which identifies the land to which the application relates drawn to an identified scale Yes No
And showing the direction of north. *

A copy of other detailed plans, drawings, photographs (with annotations to describe the details of Materials and workmanship) as necessary to describe your proposals. * Yes No

Elevations. * Yes No

Floor Plans. * Yes No

Roof Plan. * Yes No

Does your plan include:

Sections. * Yes No

Perspectives of Photomontages. * Yes No

Block Plan. * Yes No

Special Detailed Drawing. * Yes No

Detailed specification of finishes. * Yes No

Current or old photographs. * Yes No

What other information are you submitting in support of your application? *

Design Statement.

Supporting Statement.

Condition Survey Report.

Feasibility Study.

Development Appraisal.

Environmental Impact Statement.

Conservation Survey/Statement/Plan.

Other.

As you have selected "other" from the information in support of your application list please provide further details. * (Max 500 characters)

I've tried to supply photographs of the property and windows to show the existing sash units and upload documentation from the window glazing company , however this portal doesn't seem to have that option, however I can if you would please email me

Declare – Listed Building Consent

I, the applicant/agent certify that this is an application for listed building consent as described in this form the accompanying plan/drawings and additional information.

Declaration Name: Mr Alister Mack

Declaration Date: 15/11/2023