



Fife House North Street Glenrothes KY7 5LT Email: development.central@fife.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 100654436-002

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

If Yes, please provide further details: * (Max 500 characters)

We proposed constructing new partition walls to separate 2no. larger meeting rooms into 4no. smaller ones.

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

Agent Details

Please enter Agent details

Company/Organisation:	Fife Council		
Ref. Number:		You must enter a Building Name or Number, or both: *	
First Name: *	Nicola	Building Name:	Bankhead Central 1
Last Name: *	Pereira	Building Number:	1
Telephone Number: *	07544656693	Address 1 (Street): *	Bankhead Park
Extension Number:		Address 2:	
Mobile Number:		Town/City: *	Glenrothes
Fax Number:		Country: *	Scotland
		Postcode: *	KY7 6GH
Email Address: *	Nicola.Pereira@fife.gov.uk		

Is the applicant an individual or an organisation/corporate entity? *

Individual Organisation/Corporate entity

Applicant Details

Please enter Applicant details

Title:		You must enter a Building Name or Number, or both: *	
Other Title:		Building Name:	Bankhead Central
First Name: *		Building Number:	1
Last Name: *		Address 1 (Street): *	Bankhead Central 1,
Company/Organisation	Fife Council	Address 2:	1 Bankhead park,
Telephone Number: *	03451555555	Town/City: *	glenrothes
Extension Number:		Country: *	United Kingdom
Mobile Number:	03451555555	Postcode: *	KY7 6GH
Fax Number:			
Email Address: *	Nicola.Pereira@fife.gov.uk		

Site Address Details

Planning Authority:

Fife Council

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

Address 1:

CITY CHAMBERS

Address 2:

KIRKGATE

Address 3:

Address 4:

Address 5:

Town/City/Settlement:

DUNFERMLINE

Post Code:

KY12 7ND

Please identify/describe the location of the site or sites

Northing

687439

Easting

308956

Existing and Proposed Uses

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

Offices and public functions

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

As above, no change

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

Does the proposal include:

Works to the exterior of the building? This would include works to any structure or object fixed to the building
Or to any other buildings within its curtilage: * Yes No

Works to the interior of the building? This should include any stripping out of any internal features eg. Wall,
Ceiling, plasterwork, joinery, panelling, fireplaces, chimney pieces, staircases, ironmongery, doors, flooring,
Floor finishes/floorboards, tiling, stencilled decoration, fixed furniture and fittings, including machinery: * Yes No

Please state the number of attachments you will be including with this proposal, this may include plans, drawings and photographs sufficient to identify the location, extent and character of the items to be altered, extended or removed, and the proposal for their replacement, including any new means of structural support and detailed specification of proposed finishing materials.

Number of plans, drawings and photographs in total? *

3

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: Nicola Pereira

Date: 08/12/2023 11:28:59

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
And showing the direction of north. * Yes No

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. *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Perspectives of Photomontages. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Block Plan. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Special Detailed Drawing. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Detailed specification of finishes. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Current or old photographs. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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)

We need to provide additional meeting rooms within our existing building stock to facilitate the closure of other properties. The existing meeting rooms in City Chambers are underutilized in their current state but would be fully made use of if made into smaller spaces.

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: Ms Nicola Pereira

Declaration Date: 08/12/2023