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

Application Ref: _24/00289/DPP Related Enforcement Reference: _	Pre-application Ref: _	Online App Retrospective Yes
App TypeDetailed Planning (DPP)xPlanning in Principle (PPP)	App Type Works to Tree (WTT) Pre Consultation (PAC) Prior Notification (PN) Amended Obligation (LA) Review of Mineral (ROMP) OTHER S42	
Development Code 30B		Owner Notification (Email Technician if ticked)
UPRN: _000120016524 (If NO UPRN – Admin to contact Technic Site Address: (Leave blank if no UF 58 Lothian Street Bonnyrigg	Erection of conser	

- 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?

APPLICATION INCOMPLETE

Fee:

Fee:

Refund:

Fee/Refund Amount

£

£

£

Initials:

Date:

YES NO

х

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:

Insufficient Fee	The correct fee for this application is £ and an additional sum	
	of £ is required.	
Fee Required	The fee for this application is £	
Ownership Certificates	Please complete the enclosed ownership certificate.	
Inadequate Plans	The following additional plans are required:	

Design Statement (The application is	(Validating officer to confirm which statement is required)
	sign/Design and Access Statement complying with Regulation 13 of the Town and evelopment Management Procedure) (Scotland) regulations 2008.
Statement Town (Section 42 applies to ap permission; a statement	e confirm in writing that the application is being made under Section 42 of the and Country Planning (Scotland) Act 1997. Inplications to develop land without complying with conditions attached to a previous planning confirming that the application is made under Section 42 is required for all applications that seek to ions 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:	

Pre_registration_form_V8_May_2023