

# APPLICATION FOR PLANNING PERMISSION

Town and Country Planning (Scotland) Act 1997  
The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013

Please refer to the accompanying **Guidance Notes** when completing this application  
**PLEASE NOTE IT IS FASTER AND SIMPLER TO SUBMIT PLANNING APPLICATIONS  
ELECTRONICALLY VIA <https://www.eplanning.scot>**

1. Applicant's Details		2. Agent's Details (if any)	
Title	Mrs	Ref No.	
Forename	Helen	Forename	
Surname	Barrington	Surname	
Company Name		Company Name	
Building No./Name	20 Station Road	Building No./Name	
Address Line 1		Address Line 1	
Address Line 2		Address Line 2	
Town/City	Biggar	Town/City	
Postcode	ML12 6JN	Postcode	
Telephone	07977 009413	Telephone	
Mobile		Mobile	
Fax		Fax	
Email	hello@helenbarrington.co.uk	Email	
<b>3. Postal Address or Location of Proposed Development (please include postcode)</b>			
20 Station Road Biggar South Lanarkshire ML12 6JN			
NB. If you do not have a full site address please identify the location of the site(s) in your accompanying documentation.			
<b>4. Type of Application</b>			
What is the application for? Please select one of the following:			
Planning Permission		<input checked="" type="checkbox"/>	
Planning Permission in Principle		<input type="checkbox"/>	
Further Application*		<input type="checkbox"/>	
Application for Approval of Matters Specified in Conditions*		<input type="checkbox"/>	
Application for Mineral Works**		<input type="checkbox"/>	
NB. A 'further application' may be e.g. development that has not yet commenced and where a time limit has been imposed a renewal of planning permission or a modification, variation or removal of a planning condition.			
*Please provide a reference number of the previous application and date when permission was granted:			
Reference No:	<input type="text"/>	Date:	<input type="text"/>
**Please note that if you are applying for planning permission for mineral works your planning authority may have a separate form or require additional information.			

**5. Description of the Proposal**

Please describe the proposal including any change of use:

The proposal is for the alteration/ conversion of what was unused outbuilding and coal store in the garden of 20 Station Road into a garden room / studio room with separate shower room and utility/kitchenette area. No extra floor space was required for this proposal. The property is self contained in a secluded garden with separate patio area. I would like to be able to use it as a self contained studio apartment for no more than half the year for short stays for guests

Is this a temporary permission? Yes  No

If yes, please state how long permission is required for and why:

Permission is required permanently.

Have the works already been started or completed? Yes  No

If yes, please state date of completion, or if not completed, the start date:

Date started: 14th May 2018 Date completed: 06 January 2021

If yes, please explain why work has already taken place in advance of making this application

I was granted a building warrant for work for the alteration of an outbuilding into a garden room with shower room and utility area. Completion certificate was January 2021 17/CL/0250.

**6. Pre-Application Discussion**

Have you received any advice from the planning authority in relation to this proposal? Yes  No

If yes, please provide details about the advice below:

In what format was the advice given? Meeting  Telephone call  Letter  Email

Have you agreed or are you discussing a Processing Agreement with the planning authority? Yes  No

Please provide a description of the advice you were given and who you received the advice from:

Name: Mr Steven Clark Date: 10/11/23 Ref No.: P/23/1224

I originally applied for a Certificate of Lawfulness (Application P/23/1224). Discussion with Steven Clark to explain that a certificate of Lawfulness was not suitable in this instance and the I would be required to apply for Planning Permission.

**7. Site Area**

Please state the site area in either hectares or square metres:

Hectares (ha): Square Metre (sq.m.) 34m2

**8. Existing Use**

Please describe the current or most recent use:

The studio is currently used to accommodate 2 guests on a B & B self catering basis for no more than half the year (mainly guests attending local weddings). The studio is also used by myself as a photography studio for product photography and also for family use.

### 9. Access and Parking

Are you proposing a new altered vehicle access to or from a public road? Yes  No

If yes, please show in your drawings the position of any existing, altered or new access and explain the changes you propose to make. You should also show existing footpaths and note if there will be any impact on these.

Are you proposing any changes to public paths, public rights of way or affecting any public rights of access? Yes  No

If yes, please show on your drawings the position of any affected areas and explain the changes you propose to make, including arrangements for continuing or alternative public access.

How many vehicle parking spaces (garaging and open parking) currently exist on the application site?

How many vehicle parking spaces (garaging and open parking) do you propose on the site? (i.e. the total number of existing spaces plus any new spaces)

Please show on your drawings the position of existing and proposed parking spaces and specify if these are to be allocated for particular types of vehicles (e.g. parking for disabled people, coaches, HGV vehicles, etc.)

### 10. Water Supply and Drainage Arrangements

Will your proposals require new or altered water supply or drainage arrangements? Yes  No

Are you proposing to connect to the public drainage network (e.g. to an existing sewer?)

Yes, connecting to a public drainage network   
No, proposing to make private drainage arrangements   
Not applicable – only arrangement for water supply required

What private arrangements are you proposing for the new/altered septic tank?

Discharge to land via soakaway   
Discharge to watercourse(s) (including partial soakaway)   
Discharge to coastal waters

Please show more details on your plans and supporting information

What private arrangements are you proposing?   
Treatment/Additional treatment (relates to package sewer treatment plants, or passive sewage treatment such as a reed bed)   
Other private drainage arrangement (such as a chemical toilets or composting toilets)

Please show more details on your plans and supporting information.

Do your proposals make provision for sustainable drainage of surface water? Yes  No

Note:- Please include details of SUDS arrangements on your plans

Are you proposing to connect to the public water supply network?

Yes  No

If no, using a private water supply, please show on plans the supply and all works needed to provide it (on or off site)

### 11. Assessment of Flood Risk

Is the site within an area of known risk of flooding?

Yes  No

If the site is within an area of known risk of flooding you may need to submit a Flood Risk Assessment before your application can be determined. You may wish to contact your planning authority or SEPA for advice on what information may be required.

Do you think your proposal may increase the flood risk elsewhere? Yes  No  Don't Know

If yes, briefly describe how the risk of flooding might be increased elsewhere.

### 12. Trees

Are there any trees on or adjacent to the application site?

Yes  No

If yes, please show on drawings any trees (including known protected trees) and their canopy spread as they relate to the proposed site and indicate if any are to be cut back or felled.

### 13. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? (including recycling)

Yes  No

If yes, please provide details and illustrate on plans.

If no, please provide details as to why no provision for refuse/recycling storage is being made:

There is an existing household waste storage area screened on the driveway which is sufficient for this (alteration).

### 14. Residential Units Including Conversion

Does your proposal include new or additional houses and/or flats?

Yes  No

If yes how many units do you propose in total?

Please provide full details of the number and types of units on the plan. Additional information may be provided in a supporting statement.