



PRE APPLICATION DISCUSSION

Applicant Details		Agent Details (if any)	
Name:		Name:	
Address:		Address:	
Postcode:		Postcode:	
Telephone:		Telephone:	
Email:		Email:	
Location of application site and ownership			
Address:			
Postcode:			
Grid Reference:		Ownership:	
Description of the proposed development (including <i>inter alia</i> the nature and purpose of the development and of its possible effects on the environment...)			

Attached information

- A site plan (scale 1:1250 or 1:2500) marked with the footprint of the proposed development (in red) and the limit of the land in the applicants ownership/control (in blue);
- Photographs of the existing site;
- Initial sketch drawings of the proposed development showing the nature and scale of the development;
- Drawings/plans showing the potential constraints [trees, other vegetation, overhead wires, listed buildings etc...];
- Results of any preliminary consultation with neighbours, other authorities or statutory undertakers (as appropriate);
- Other supporting information such as draft environmental statement; transport assessments or ecological surveys; evidence of community engagement (as appropriate).

Disclosure of Information

Developers and applicants should be aware that information related to pre-application requests may be subject to requests under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004. The Act and Regulations provide for some exemptions from the need to disclose commercially sensitive information and in cases where applicants consider that specific information is exempt from the requirements of the Act or the regulations, the justification for their position should be provided to the relevant council planning office (or Department as the case may be).

Status of Pre-application Advice

General advice obtained from the Department's or relevant councils website or indeed

advice obtained through discussions with duty officers or through the pre-application discussion process does not bind the council, or as the case may be the Department, in making a formal decision at the regulatory stage, following public consultation with all interested parties and consultation with relevant stakeholders.

It is important to note therefore that all pre-application advice is given without prejudice to the formal consideration of a planning application as other information may arise from consultations, third party representations or policy changes during the regulatory determination process. Any variations from the general advice offered at the pre-application stage would be unusual.

Declaration

Signed

Dated

Return form to Ards and North Down Borough Council Planning Department

2 Church Street, Newtownards, BT23 4AP

Or email to: planning@ardsandnorthdown.gov.uk