



# Planning Application: Neighbour Notification

Town & Country Planning (General Development Procedure) (Scotland) Order 1992

To: \_\_\_\_\_  
(neighbouring owner, occupier, lessee)

Address: \_\_\_\_\_  
\_\_\_\_\_

Take notice that: \_\_\_\_\_  
(applicant's name)

Is about to apply to Perth & Kinross Council for Planning Permission to: \_\_\_\_\_  
(description of development)

\_\_\_\_\_

At: \_\_\_\_\_  
(site address)

\_\_\_\_\_

**A copy of the location plan of the development is attached**

Signed: \_\_\_\_\_

Applicant:  Agent:  (please tick appropriate box)

Address: \_\_\_\_\_  
(applicant's/agent's address)

Date: \_\_\_\_\_  
(date of service)

You can view the statutory copy of the application form, plans and any supporting information at the reception of **The Environment Service, Perth & Kinross Council, Pullar House, 35 Kinnoull Street, PERTH PH1 5GD** (or at any of the area offices listed overleaf) between the hours of 8.45 am and 5.00 pm Monday to Friday. For areas outwith Perth City and its surroundings a further copy of the application is made available for 28 days at the appropriate local office (listed overleaf) as an additional non-statutory service, but this will not be available until a few days after registration of the application by the Council.

If you intend to visit Pullar House, or any of the area offices, it is advisable to phone in advance on **01738 475300** and ask a member of the Development Management staff to check that the application has been received by the Council. It will be helpful to bring this notification with you.

**Any person, who wishes to comment on the proposals, should do so in writing to the Head of Development Standards, The Environment Service within 14 days from the date of notification of the application or within 14 days of the date the application is registered, if that date is later. Comments may also be sent by email to: [DevelopmentManagement@pkc.gov.uk](mailto:DevelopmentManagement@pkc.gov.uk)**

# Perth & Kinross Council Area Offices

Library Building  
Bank Street  
ABERFELDY  
PH15 2PY  
Tel 01887 820475

Ayton Hall  
91 High Street  
AUCHTERARDER  
PH3 1BJ  
Tel 01764 662155

46 Leslie Street  
BLAIRGOWRIE  
PH10 6AW  
Tel 01250 877017

32 James Square  
CRIEFF  
PH7 3EY  
Tel 01764 657540

21-25 High Street  
KINROSS  
KY13 7AP  
Tel 01577 867607

26 Atholl Road  
PITLOCHRY  
PH16 5BX  
Tel 01796 474909

Please note the following:

- *Planning officers are based at Pullar House in Perth, so any planning related queries should be directed there.*
- *You are free to comment in writing on the proposals within the timescale prescribed. You are advised that any representations which you make will be made available for viewing or copy on request by the public.*

**Please Note:** All letters of representation, including all address details and signatures, will be treated as public documents and will, for instance, be displayed for public inspection on the Council's website.

- *Unless the applicant agrees to an extended period, the Planning Authority have 2 months from the date an application is registered to determine the proposal.*
- *If the application is subsequently refused, the applicant can appeal to the Scottish Ministers to overturn the decision.*
- *If the application is approved, there is no right of appeal open to any objectors.*
- *If planning permission is granted, it does not affect owners' rights to keep or sell their property unless an agreement or lease says otherwise. Planning permission for non-agricultural development may affect the rights of agricultural tenants.*
- *This notice and any accompanying information has been served on you by, or on behalf of, the person making the application to Perth & Kinross Council.*
- *The majority of planning applications are determined under delegated powers by the Head of Development Standards in accordance with the Council's Scheme of Administration.*
- *Where a planning application is to be determined by the Council's Development Control Committee, any person who has submitted representations (as well as the applicants/agents) will be advised by Corporate Services approximately six days before the Committee meeting of the opportunity to submit a request to address the Committee.*

## For further information about this procedure:

- *visit the Council's website [www.pkc.gov.uk](http://www.pkc.gov.uk) (at Development Control Committee Quick Link)*
- *email [committee@pkc.gov.uk](mailto:committee@pkc.gov.uk)*
- *telephone 01738 475158 and request a copy of the deputations procedure*

All enquiries relating to the planning application or the planning process itself should be directed to 01738 475300 or to the relevant council area office.

### Data Protection Act 1998 - Article 10 Notice

In terms of the Data Protection Act 1998, you are entitled to know what personal information Perth & Kinross Council hold about you, on payment of a fee of £10. Application should be made to the Executive Director of The Environment Service, Perth & Kinross Council, Pullar House, 35 Kinnoull Street, PERTH PH1 5GD.



Council Text Phone Number  
01738 442573

If you or someone you know would like a copy of this document in another language or format, (on occasion only, a summary of the document will be provided in translation), this can be arranged by contacting Jean Robertson on 01738 475321.