

## Request for Pre-Application Advice

Please complete all section of the form and use BLOCK LETTERS

### 1) Address of Application Site

Site Area (hectares):

### 2) Name/Address of Applicant

Telephone (Applicant):

Email (Applicant):

### 3) Name/Address of Agent

Telephone (Agent):

Email (Agent):

**4) Pre-Application Service type/charge**

*Please choose a service – please refer to schedule of charges (online)*

**5) Description of Proposed Development**

**6) Attached Information**

*Please tick boxes or complete as necessary/relevant*

Location *Plan* (scale 1:1250)

Plans: layouts, *site plan, elevations etc* (scale 1:50 or 1:100)

Schedule of *existing buildings, uses and floor space*

Schedule of *proposed uses and floor space*

Relevant *planning history/background information*

*Photographs of site and surroundings* Supporting *statements*

Other (*please specify*):

**Print name:**

**Date:**