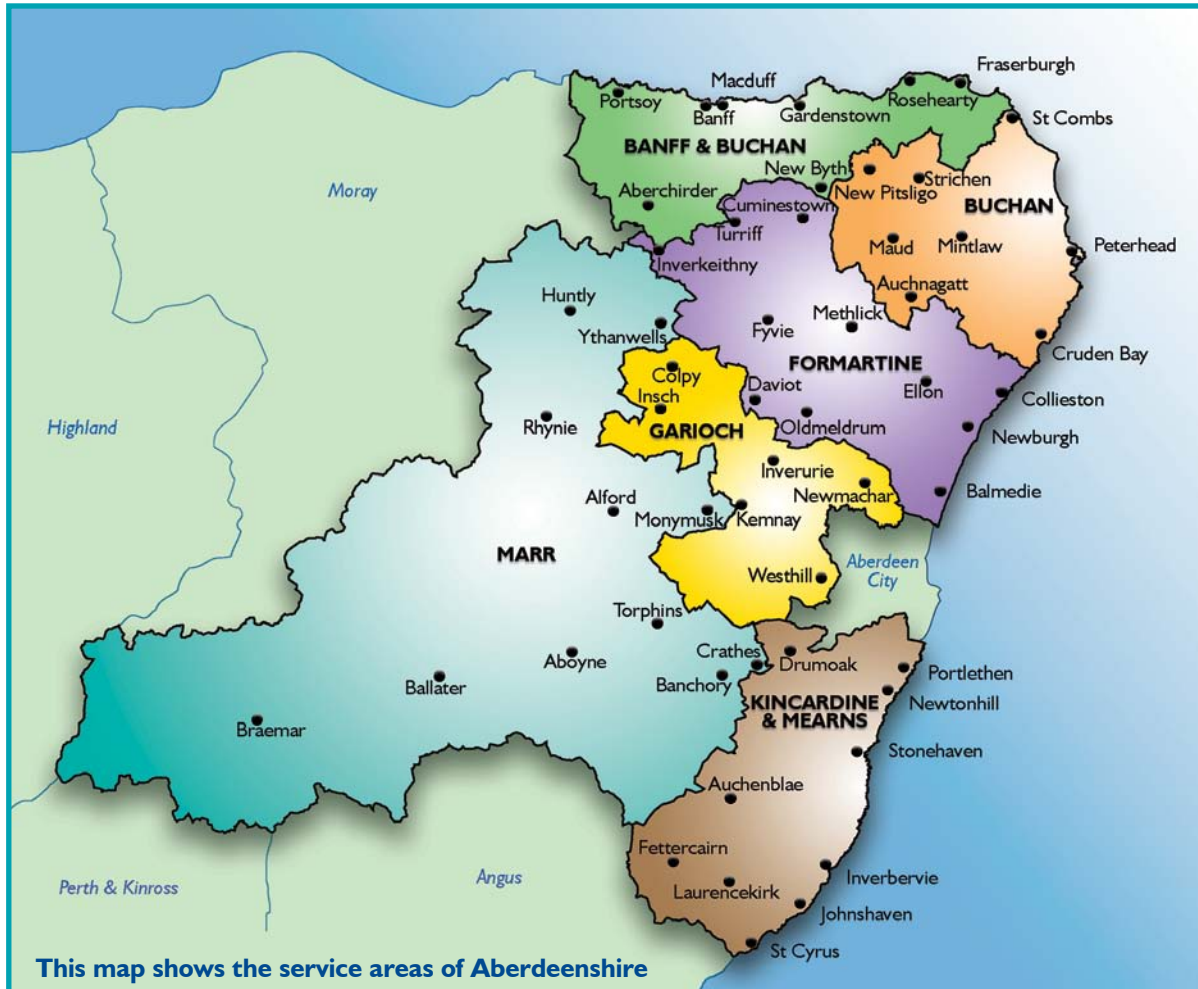


# Prior Notification



When you have filled in this form, please send it to the address shown opposite the area your development is in.

	<b>Banff &amp; Buchan</b>	The Town House, Low Street, Banff AB45 1AY E-mail: <a href="mailto:bb.planapps@aberdeenshire.gov.uk">bb.planapps@aberdeenshire.gov.uk</a>	Phone: 01261 813200 Fax: 01261 813281
	<b>Buchan</b>	Arbuthnot House, Broad Street, Peterhead AB42 1DA E-mail: <a href="mailto:bu.planapps@aberdeenshire.gov.uk">bu.planapps@aberdeenshire.gov.uk</a>	Phone: 01779 477363 Fax: 01779 483727
	<b>Formartine</b>	45 Bridge Street, Ellon AB41 9AA E-mail: <a href="mailto:fo.planapps@aberdeenshire.gov.uk">fo.planapps@aberdeenshire.gov.uk</a>	Phone: 01358 726429 Fax: 01358 726450
	<b>Garioch</b>	Gordon House, Blackhall Road, Inverurie AB51 3WA E-mail: <a href="mailto:ga.planapps@aberdeenshire.gov.uk">ga.planapps@aberdeenshire.gov.uk</a>	Phone: 01467 620981 Fax: 01467 624285
	<b>Kincardine &amp; Mearns</b>	Viewmount, Arduthie Road, Stonehaven AB39 2DQ E-mail: <a href="mailto:km.planapps@aberdeenshire.gov.uk">km.planapps@aberdeenshire.gov.uk</a>	Phone: 01569 768281/73 Fax: 01569 766549
	<b>Marr</b>	Viewmount, Arduthie Road, Stonehaven AB39 2DQ E-mail: <a href="mailto:ma.planapps@aberdeenshire.gov.uk">ma.planapps@aberdeenshire.gov.uk</a>	Phone: 01569 768271/27 Fax: 01569 766549

# Guidance Notes

These notes have been written to help you fill in the application form.

## How planning controls apply to farm and forestry buildings

Anyone intending to build or significantly alter or extend a farm or forestry building where a significant alteration or extension would result in:

- i) the cubic content of the original building being increased by more than 10%; or
- ii) the height of the building exceeding the height of the original building

is required to notify the planning authority of their intention to carry out such a development. This notification applies to the exercise of permitted development rights only, that is, to development for which planning permission is not required.

The use of land for agricultural or forestry does not constitute development, as defined by the Town and Country Planning (Scotland) Act 1997. However, building, excavations and engineering works in connection with such use, is classified as development, although in most cases planning permission is deemed to be granted under the provision of the Permitted Development Order.

Agricultural and forestry developments not covered by the Permitted Development Order which require planning permission in the normal way include:

- development on agricultural land less than 0.4 ha in area
- the construction, alteration or extension of a dwelling
- buildings over 465m<sup>2</sup> in extent
- buildings over 12m high and those over 3m high within 3km of the perimeter of an aerodrome
- building within 25m of a trunk or classified road
- certain livestock units and slurry stores within 400m of any 'protected building' i.e. a building normally occupied by people, but excluding farmhouses
- any other new buildings which have been erected within the last 2 years which are within 90m of the proposed site, creating a total floor area of 465m<sup>2</sup>.

The Prior Notification form can only be used to notify planning authorities of proposed developments which do not require permission, and cannot be used to apply for planning permission. Advice and the appropriate planning application forms are available at the planning office.

The planning authority has 28 days from the receipt of notification to respond. You should receive an acknowledgement informing you of the date of receipt. Work cannot begin within the period of 28 days from the date on which the authority receives your notification unless the authority indicates in writing that they are content. If they do not respond within this 28 day period, then the development can proceed exactly as notified. If informal discussions take place with the authority and the original proposal is modified by agreement, there is no requirement to renotify the authority. The authority should give written approval to the modification to make it clear that the modified proposals can proceed. If the authority indicate, within the 28 day period, that they require the formal submission for details for approval, work cannot begin until details have been approved by the authority.

Please read all the accompanying notes which are numbered to correspond with the questions on the form:

## 1, 2, 3, 4 Part A: The Site

The inclusion of the applicant's full address and daytime telephone number allows any problems that arise to be resolved more speedily. The address of the farm or forest where the work is proposed, should be given if different from the notifier's address. The notifier is required to provide accurate plans and elevation drawings of what is proposed, which must show the site, adjoining properties and roads. The location plan should be on an Ordnance Survey base, at a scale of 1:2,500 or larger, although a scale of 1:10,000 may be acceptable where the larger scale is not available. The location plan must be up-to-date and contain a north point which should point towards the top of the plan. (Ordnance Survey based maps are available at the Planning Service, for a nominal charge). The proposed area covering all the development works should be clearly outlined in red, and the position and dimensions of the proposed buildings and structures must be accurately drawn on a site plan to a scale of at least 1:500. The map should show the farm unit boundaries outlined in blue, with all buildings existing on the farm or in its near proximity (i.e. agricultural and residential buildings) clearly indicated. The postcode is essential information, as is the Agricultural Holding Number.

## 5, 6, 7 Part B: The Building or Extension Proposed

Full details of the proposed building must be given, including the building's use, its method of construction, its dimensions (i.e. length, width, height to eaves and height to ridge) together with details of materials and colours of external walls and roof. These details must be shown on a plan to a scale of 1:100.

Where the building is to be used for housing pigs, poultry, rabbits or animals bred for their skin or fur or for the storage of slurry or sewage sludge, all buildings within a 400m radius of the site should be identified on a plan and their status described (i.e. if residential, agricultural or other buildings, in the applicant's ownership or owned by someone else and, for residential properties, whether they are occupied in connection with the applicant's agricultural activities or those of someone else).

## 8 Part C: Other Buildings

All other agricultural buildings adjoining the site must be shown on the accompanying plans, and the dates of construction of all other buildings or extensions to buildings listed on the accompanying forms.

## 9 Part D: Access

Access to the new building from any roadway used by the public, via either an existing, altered or new access should be clearly shown on the accompanying plans.

## 10 Fees

A fee must accompany a Prior Notification. Please confirm that you have included the correct fee by ticking the appropriate box after reference to the current fee tables.

Please fill in every section of this form. Write in black ink and in block capitals. If you do not send us all the information we ask for, it may take us longer to process your application. Please read all the attached notes before you fill in this form.

For official use only

Application reference

Fee paid

Receipt number

## Aberdeenshire Council Prior Notification Agriculture / Forestry

### Part A: The Site

#### 1 Your details

Name: .....

Address: .....

..... Postcode:

Daytime phone number: .....

E-mail address: .....

#### 2 Your agent's details

Name: ..... Contact name: .....

Address: .....

..... Postcode:

Phone number: ..... Fax number: .....

E-mail address: .....

#### 3 Address of the proposed development (if different from question 1 above).

Address: .....

..... Postcode:

Agricultural Holding Number:

#### 4 Area of Agricultural Unit (give the site area in hectares or parts of a hectare). ha

Please send 3 sets of required drawing.

### Part B: The Building or Extension Proposed

#### 5 Proposed use of the building

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.....

Detach this form and return it to your local Planning office.

## 6 Dimensions of proposed new building or of extension to existing building, in metres

Length: ..... Width: .....

Height to eaves: ..... Height to ridge: .....

**Walls** Materials: ..... External colour: .....

**Roof** Materials: ..... External colour: .....

## 7 Is the building to be used for any of the purposes listed at 7 on the notes? (An accompanying location plan should identify all residential properties and other occupied buildings within a 400m radius around the development indicating those occupied in connection with agriculture and whether they are i) within agricultural unit or ii) within another agricultural unit.)

Yes  No

### Part C: Other Buildings

## 8 List the date of construction (and, if extended, of most recent extension) of all other agricultural buildings on the farm or forestry buildings serving the forest and show their location on the plans.

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.....  
.....

### Part D: Access

## 9 If access to the new building is from a public road does it use:

A new access?  An existing access?  An altered access?

## 10 Please confirm you have included the correct fee by ticking this box (check current fee tables)

I certify that, to the best of my knowledge and belief, the statement made in this form and in the supporting information are true and the information is correct

Signed: ..... Date: ..... / ..... / .....

Please tick appropriate box: Applicant  Agent

If you have difficulty reading this paper, please telephone 01569 768265.

#### Data Protection Act 1998

Please note that the information on this form and any associated documentation will be held in the Planning Register to which public access is required. The information will also be available to members of the public via the Council's website and the Weekly List of planning applications.