



DEVELOPMENT ENQUIRY (DOMESTIC)

There is a fee for the provision of this service.
Please refer to the Councils web site for Pre-Application Advice & Development Enquiries scale of fees.

Send the completed form and fee to
Development Management, Environmental Services, Council Offices, High Street Elgin, Moray IV30 1BX

E-mail: - Development.control@moray.gov.uk

Please complete all the questions that are relevant to your proposal

Name							
Address							
Telephone Number		e-mail					
Mobile Number							
What is proposed							
Address of development							
Is your property	Terraced House	<input type="radio"/>	Detached house	<input type="radio"/>			
	A Flat	<input type="radio"/>	<i>(please tick as appropriate)</i>				
Is the property	Listed	<input type="radio"/>	Within a Conservation area	<input type="radio"/>			
Does the development involve - (please tick as appropriate)							
	the erection of a single storey extension				<input type="checkbox"/>		
	the erection of more than a single storey extension i.e. two storeys				<input type="checkbox"/>		
	an alteration to the roof				<input type="checkbox"/>		
	the formation of any deck or raised platform				<input type="checkbox"/>		
	the formation of any hardstanding within the curtilage of the property				<input type="checkbox"/>		
	the installation of solar panels				<input type="checkbox"/>		
	Conversion of existing garage - <i>please provide details</i>				<input type="checkbox"/>		
	<i>No of existing bedrooms</i>	<input type="text"/>	<i>No of parking spaces within curtilage</i>	<input type="text"/>	<input type="checkbox"/>		
	the erection of a building within the curtilage of the property <i>i.e. shed/garage</i>				<input type="checkbox"/>		
	<i>Please provide details</i>				<input type="checkbox"/>		
	any other development within the curtilage of the property <i>i.e.</i>				<input type="checkbox"/>		
	<i>Please provide details</i>				<input type="checkbox"/>		
	the provision or alteration to any means of enclosure <i>i.e. fence/wall</i>				<input type="checkbox"/>		
	<i>Please provide details</i>				<input type="checkbox"/>		
	Has your property been extended or enlarged since it was built?			YES	<input type="radio"/>	NO	<input type="radio"/>
	<i>Please provide details</i>				<input type="checkbox"/>		
PLEASE SEE OVER PAGE FOR DETAILS TO BE SUBMITTED							

Please provide detailed plans showing the following information where relevant:

- A site location plan to a scale of 1:500 with the boundary of your property outlined in red and the position of the extension/new build clearly shown.
- The drawings to a suitable metric scale i.e. 1:100 or 1:50 showing external measurements (length, width and height) of the proposed development i.e. floor plans and elevations
- The floor area of the existing dwellinghouse in metres (external measurement).
- Height of original dwelling
- The distance of the development from the site boundaries in metres
- The eaves and ridge heights of the development in metres
- Existing and proposed roof finish.
- Location of proposed hard surface and materials to be used.
- In the case of decking – its location, height from ground level and height of any means of enclosure.
- In the case of a flat – alterations to any existing door or window opening.
- If the development involves the provision of a balcony or roof terrace.
- The height and location of any means of boundary enclosure.
- Location, height and size of solar panels.
- Photographs of the existing property are helpful.
- Identify any trees to be removed.
- In the case of a garage conversion please provide a plan showing the parking provision within the curtilage of the dwellinghouse.