



**The Moray Council, Transport Development Team  
Environmental Services  
PO Box 6760, Elgin, IV30 9BX**

FORM TA1

## **Road Technical Approval Application Form**

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

As the roads authority for their area, Moray Council requires that anyone wishing to construct a new road or extend an existing road must obtain Road Technical Approval in accordance with Section 56 of the Roads (Scotland) Act 1984.

### **1. Your details**

Name: .....

Address and Postcode: .....  
.....  
.....  
.....

Daytime Phone Number: .....

E-mail Address: .....

### **2. Your agents details**

Name: .....

Contact Name: .....

Address and postcode: .....  
.....  
.....  
.....

Phone number: .....

Fax number: .....

E-mail address: .....



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### 3. Location of the proposed new road/extension/road improvement

Address and postcode: .....  
.....  
.....

### 4. Description of the proposed works (eg new or extension and tick relevant boxes below)

.....  
.....  
.....

☐ Residential Road    ☐ Service verges    ☐ Industrial Road    ☐ Road Improvement

### 5. Planning Application Reference Number

.....

Moray Council will normally issue a Road Technical Approval for a period of 3 years. A maximum of 1 extension beyond the original consent period will be subject to review.

### 6. The anticipated date of start and completion of the roadworks is:

Start:        \_\_\_\_/\_\_\_\_/\_\_\_\_

Completion: \_\_\_\_/\_\_\_\_/\_\_\_\_

### 7. State interest in land (eg owner, tenant):

.....

### 8. Neighbour Notification (Please tick one box.)

In order to allow a minimum notification period of 28 days for documents to be made available at the Council Access Point Network, applications **must be submitted a minimum of 10 working days prior to the notification start date.** Non-compliance with this requirement will mean the Neighbour Notification will not be valid.

☐ I shall provide a copy of the neighbour notification form and a copy of the location plan of the development to the neighbours listed below who I have to inform about the proposals by law.

☐ I own all the neighbouring land so I do not have to tell anyone about the proposals.

☐ I am unable to tell the neighbours as I do not know who the owners are.

**Proposed Notification Start date** \_\_\_\_/\_\_\_\_/\_\_\_\_



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Note Form CC2 should be submitted to Moray Council as soon as a Neighbour Notification is issued.

Moray Council requires applicants to notify neighbours, including land owners, with a common boundary of the proposed new road/extended road and/or the development site. In addition neighbours within 200 metres of any proposed new access from an existing public road should also be notified. Where necessary please attach any additional neighbour information to this form. The Transport Development Team can provide advice for specific neighbour notification requirements.

Please mark on the location plan the neighbours who will be notified, using the letters as below.

Name	Address	Date you sent the form
1 The owner _____	_____	___/___/___
The Occupier _____	_____	___/___/___
2 The owner _____	_____	___/___/___
The Occupier _____	_____	___/___/___
3 The owner _____	_____	___/___/___
The Occupier _____	_____	___/___/___
4 The owner _____	_____	___/___/___
The Occupier _____	_____	___/___/___
5 The owner _____	_____	___/___/___
The Occupier _____	_____	___/___/___

**9. Declaration**

The information I have given on this application form is correct.

I have enclosed the necessary plans and associated documents (see guidance notes).

I shall issue form TA2 to neighbours, including landowners, in accordance with the above requirements and provide Moray Council a copy immediately thereafter.

**You or your agents signature:** \_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_

**It is your responsibility to ensure that you have any necessary planning permission, listed building consent, conservation area consent or a building warrant for your proposal. You can get advice and forms from Moray Council – [www.moray.gov.uk](http://www.moray.gov.uk)**