

November 2011

Neighbour Notification

Since August 2009, the National Park Authority, as the Planning Authority, has had the responsibility of notifying neighbours about proposed development.

Neighbour notification will apply to applications for:

- Planning Permission;
- Planning Permission in Principle; and
- Matters Specified in Conditions.

Notification of neighbours is not required for other applications, such as agricultural and forestry notifications, advertisement consent or listed building consent. Conservation Area consents for demolition require the applicant or agent to notify neighbours.

We are required to notify those with an interest in 'neighbouring land' about a planning application.

'Neighbouring land' is defined as:

"An area or plot or land which, or part of which, is conterminous with, or within 20 metres of the boundary of the land for which the development is proposed".*

* Conterminous means that the properties have a boundary in common.

The Notice to Neighbours

We will send a single notice to the address of the property on the neighbouring land to the Owner, Lessee or Occupier. We will do this on validation of an application.

We include the following details on the notice to neighbours:

- Date of the notification ;
- Name of applicant and name and address of any agent;

- The reference number for the application;
- Description of the development;
- Postal address of the site or the location of land;
- Where and how plans can be inspected;
- A timescale for submitting comments and representations; and
- A plan showing the proposed development site.

Neighbours are given 21 days from the date of the notice to make comments.

How to get Involved

All valid planning applications can be viewed online through the Park Authority's planning website www.lochlomond-trossachs.org/planning/eplanning-terms-and-conditions/menu-id-450.html.

We prefer if contributions are made through our online comments facility. Comments will also be accepted by email to planning@lochlomond-trossachs.org or by letter.

Comments received that relate to planning matters will be included in the officer's report.

The Authority can only consider comments about planning matters. These are called material considerations. Some examples are listed below; please note this list is not exhaustive:

- Contrary to the local plan;
- Appearance (design, materials etc);
- Traffic, parking or access issues;
- Residential amenity (noise, overshadowing etc); and
- Impact on natural or built environment.

Issues that are not planning matters, such as loss of view, property values, areas of civil disagreement (legal boundary lines or land ownership etc.) and structural problems cannot be taken into account when determining the application.

If you have made comments directly to the developer at the Pre-Application Consultation public event (as described in our Pre-Application Consultation Leaflet), then you must submit the comments again to us if we are to take them into account when processing the planning application.

Advertising for Neighbour Notification

Neighbour notification can only take place if there are 'premises' on the land. Where no property can be identified, a Public Notice will be published in a local newspaper within 14 days of the validation date. Costs for this advertisement will be recovered from the applicant before issuing a decision on the application.

Notification of Owners and Agricultural Tenants

Before submitting an application the applicant has the responsibility of notifying the land owner and any agricultural tenants if required. The forms required are available on the Scottish Government website at:

<https://eplanning.scotland.gov.uk/WAM/staticforms.htm?localAuthority=480>

Site Notices

Site Notices will be posted for:

- Listed Building Consent applications;
- Planning applications that affect the setting of a Listed Building;
- Conservation Area Consent applications;
- Planning applications that affect the character or appearance of a Conservation Area;
- Mineral planning applications; and
- Applications affecting a Right of Way.

Other Press Adverts

Press Adverts will also be published for:

- Listed Building Consent applications;
- Planning applications that affect the setting of a Listed Building;

- Conservation Area Consent applications;
- Planning applications that affect the character or appearance of a Conservation Area;
- Planning applications where the planning authority considers that the application is likely to conflict with a policy within the local plan;
- Applications that are accompanied by an Environmental Statement;
- Applications listed as of Public Interest in Schedule 3 of the Development Management Regulations 2008; and
- All applications where the applicant is the National Park Authority (not required but we consider this good practice).

Publications we use

Stirling Observer (Friday edition)
Stirling Council Area

Dumbarton Reporter (Tuesday)
West Dunbartonshire Council Area

Helensburgh Advertiser (Thursday)
Argyll and Bute (Helensburgh & Lomond)
Council Area

Dunoon Observer (Friday)
Argyll & Bute (Cowal) Council Area

Strathearn Herald (Thursday)
Perth and Kinross Council Area

Edinburgh Gazette (Tuesday edition)
Applications affecting Listed Buildings and Conservation Areas or those subject to an Environmental Impact Assessment

Contact us

Please contact our [Planning Information Manager](#) for further information on any of the above.

Telephone **01389 722024**

E-mail planning@lochlomond-trossachs.org