

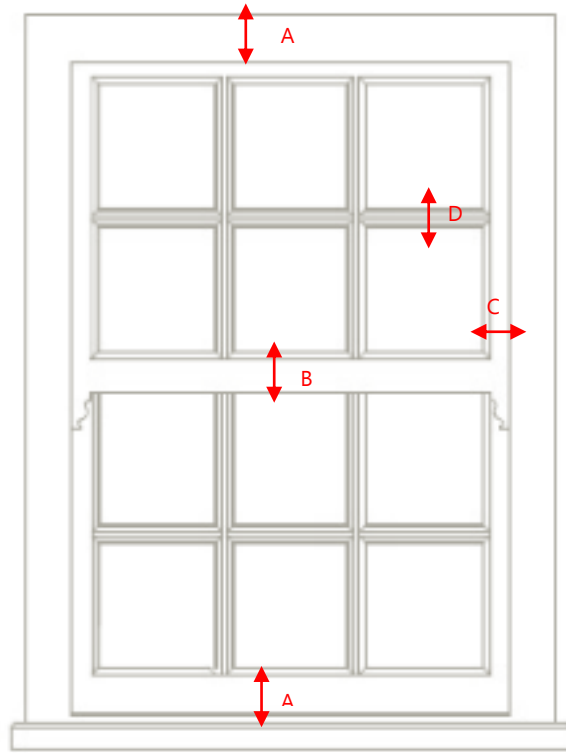
Dumfries and Galloway Council - Validation Checklist for Prior Notification Applications under Class 7A of the General Permitted Development (Scotland) Order

	Completed	
The Town and Country Planning (General Permitted Development) (Scotland) Amendment Order 2024 (legislation.gov.uk)	YES	NO
Application Form. This should include a description of the proposal, address of the site, name and address of applicant and agent. Applicant details must be provided and should not be described as 'c/o agents.		
Application Fee. We do not accept cash or cheques.		
Location Plan. This should be at a scale of 1:1250 or 1:2500. The application site must be outlined in RED and must be capable of identifying the application site in relation to neighbouring land and should include at least two named roads. Any other land owned or in the control of the applicant should be outlined in BLUE. A north point should be shown, and it must have the correct OS licence.		
Existing and Proposed Elevations. All elevations where a window is proposed to be changed should be provided to a scale of 1:50 or 1:100 and include the measurements of the drawings. If several replacement windows are proposed, the elevational drawing should be labelled with numbers which can be cross referenced with the specific window details.		
Proposed front profiles of each type of window should be provided. Typical window styles will not be acceptable. They should be to a metric scale of 1:10 or 1:20 and the measurements should be written on the drawings. Details of the astragals, trickle vents and method of opening should be detailed on the drawings or alternatively provided on a separate drawing		
Proposed vertical cross section of each type of window should be provided. Typical window styles will not be acceptable. They should be of a metric scale measuring 1:5 or 1:10 and the measurements should be written on the drawings.		
Proposed horizontal cross section of each type of window should be provided. Typical window styles will not be acceptable. They should be of a metric scale measuring 1:5 or 1:10 and the measurements should be written on the drawings.		
The window proforma entitled "Window Details for Prior Notification" should be provided. All details should be completed.		

Window Details for Prior Notification

	Existing	Proposed
How is the window opened and closed? i.e. sash and case, top hung.		
How many panes of glass does each window have?		
What is the orientation of the panes of glass?		
What is the colour of the panes of glass? i.e. clear/stained.		
Do the window/s have astragal bars?		
Are the astragals through the glazing or stuck on?		
What is the colour of the window frames?		
What is the diameter of the window rail? (mm) (A on the diagram)		
What is the diameter of the meeting rail/transom? (mm) (B on the diagram)		
What is the diameter of the stile/frame? (mm) (C on the diagram)		
What is the diameter of the astragals? (mm) (D on the diagram)		

Example Sash and Case Window



Example Casement Window

