

DRAFT SUPPLEMENTARY GUIDANCE (PART I)
DRAFT SIMPLIFIED PLANNING ZONE SCHEME (PART II)

CENTRAL BORDERS BUSINESS PARK
TWEEDBANK

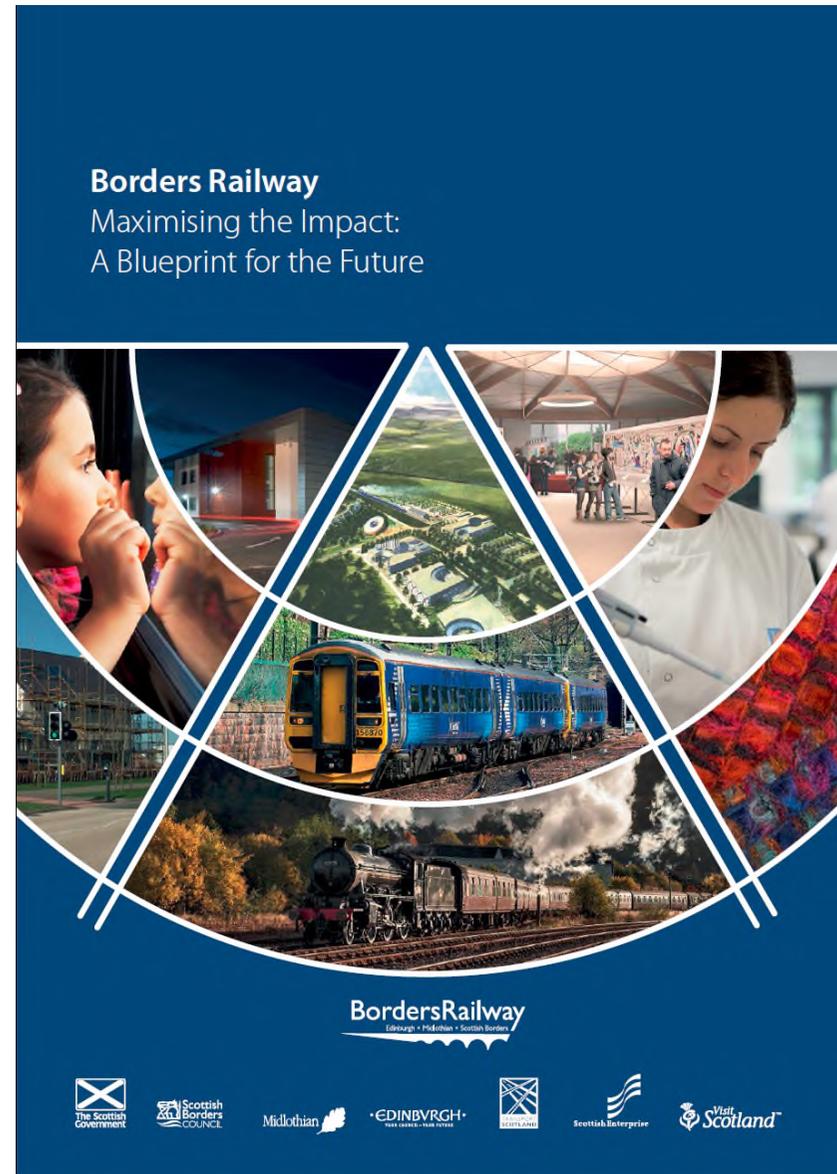
INTRODUCTION

The Borders Railway ‘Maximising the Impact: A Blueprint for the Future’ states that the “Central Borders Business Park, located in Tweedbank, will be developed to respond to, and capitalise on, opportunities brought by the Borders Railway with the provision of new high quality office accommodation, suites and facilities. The current industrial park will be redeveloped with the refurbishment and reconfiguration of existing buildings which will provide modern manufacturing, office and other facilities to meet the needs of current and new businesses” (Scottish Government et al, November 2014).

Part I of this document is Supplementary Guidance (SG) which sets out the main opportunities and constraints of the business/industrial and mixed use land allocations at Tweedbank. It provides a framework vision for the future development of the sites which are allocated within the Local Development Plan (LDP).

Alongside the SG is a Simplified Planning Zone (SPZ) Scheme, forming Part II, which enables development to take place without the need for planning consent, provided the development complies with development parameters and conditions. It will create an employment led redevelopment, providing choice and quick delivery for businesses considering locating in this part of Scotland.

Both documents aim to encourage investment and an improved environment within the Business Park at Tweedbank, capitalising on the arrival of the Borders Railway.



**DRAFT SUPPLEMENTARY GUIDANCE
CENTRAL BORDERS BUSINESS PARK, TWEEDBANK**



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CURRENT PLANNING POLICY & GUIDANCE

- **SCOTTISH PLANNING POLICY (SPP)**

Scottish Planning Policy promotes business and industrial development that increases economic activity while safeguarding and enhancing the natural and built environments as national assets. The planning system should allocate sites that are flexible enough to accommodate changing circumstances and allow the realisation of new opportunities.

- **STRATEGIC DEVELOPMENT PLAN (SESplan)**

SESplan is the Strategic Development Plan (SDP) for South East Scotland, including the Borders. It provides the strategic direction for regional land use policy for the period to 2032. The SESplan identifies a number of Strategic Development Areas (SDA), one of which is the Central Borders SDA, which includes Tweedbank. The SDP provides a means to support job creation through setting a Spatial Strategy for economic development with a focus on growing key sectors in a sustainable manner.

- **LOCAL DEVELOPMENT PLAN (LDP)**

The Local Development Plan incorporates various land allocations in Tweedbank, including business and industrial safeguarding, mixed use, key greenspaces and the Railway Station allocation. The LDP highlights that whilst there is a supply of land for business and industrial land within the Central Borders there is a need to provide an improved product so as to take advantage from the arrival of the Borders Railway. Therefore it is proposed to enhance the quality of the existing supply of industrial and business land at Tweedbank to provide for the anticipated demand. A number of policies included in the Local Development Plan will be applicable to this site including: Policy PMD1—Sustainability, Policy PMD2—Quality Standards, Policy ED1—Protection of Business and Industrial Land and EP13—Trees, Woodlands and Hedgerows.

- **CREATING PLACES AND DESIGNING STREETS**

Creating Places is a policy statement on architecture and place for Scotland. Designing Streets changes the emphasis of guidance on street design towards placemaking and away from a focus on the dominance of motor vehicles. The policy states that street design must consider place before movement and puts an emphasis on the creation of successful places through the creation of good street design.

- **PLACEMAKING & DESIGN SPG**

The aim of the SPG is to ensure that the Scottish Borders will be a quality place in which to live, providing attractive, sustainable towns and villages that are distinct and diverse. The SPG provides guidance in relation to successful placemaking and design principles and the impact this can have on the social and economic wellbeing of communities and the environment at large.



SITE CONTEXT & DESCRIPTION

SITE CONTEXT: The LDP takes forward the restructuring of the existing industrial estate and mixed use site to the east of the railway terminal. The Central Borders Business Park incorporates Tweedbank Industrial Estate and Tweedside Park which have many advantages and attractive development features. They are well located in terms of roads and footway access and are ideally placed to capitalise on the recent arrival of the Borders Railway. The sites have a good internal road layout, are serviced and benefit from a mature landscaping and screening scheme. The industrial estate is, however, suffering from an ageing and increasingly substandard building stock and the size and layout of both the buildings and external yard areas are not consistent with modern development requirements. There are therefore significant opportunities in the estates to create a high quality business park which capitalises on the railway terminal and provides a supply of high quality business and industrial land for the Central Borders.

Tweedbank village is a residential conurbation that was planned as a new village in 1970, located between Galashiels to the west and Melrose to the east. The settlement was planned to provide for residential expansion in the area as well as a new business and employment opportunity.

SITE DESCRIPTION: Tweedside Business Park (north of Tweedbank Drive) and the Tweedbank Industrial Estate are located within the eastern edge of the village. These are allocated for Business and Industrial Safeguarding within the LDP and are referred to as zEL59 and zEL39 respectively (see SG Plan 1). The recent completion and opening of the Borders Railway terminating at Tweedbank provides renewed interest and growth opportunity for these business areas along with the Mixed Use allocation (MTWEE001) to the east of the railway terminal (see SG Plan 1).

Tweedside Business Park (zEL59) and Tweedbank Industrial Estate (zEL39) provide important business and industrial land the wider area. The two adjacent business estates lie to the north of the A6091, with Tweedbank Drive bisecting the sites leading into the settlement centre.

SUPPLEMENTARY GUIDANCE: CENTRAL BORDERS BUSINESS PARK, TWEEDBANK

SG Plan 1: Local Development Plan 2016 Settlement Map—Tweedbank



SITE CONTEXT & DESCRIPTION

Tweedside Business Park was developed in 1989 and lies between Tweedbank Drive and the River Tweed. There are two sites within the Business Park which remain undeveloped, one located to the north west of the site and the other to the north east. The access road serves the various developed sites, including that occupied by the Scottish Public Pensions Agency, and parking provision.

Tweedbank Industrial Estate, built in the 1970s, is bordered by the A6091 to the south and Tweedbank Drive to the north. The site comprises a number of industrial units and vacant sites set within a relatively well established landscape setting. A number of components make up the estate, a triangular grouping of buildings and service yards to the north, a rectangular block of units to the south and perimeter developments to the east. Buffer landscaping is present adjacent to the roundabout, A6091 and the western edge of the site adjacent to existing housing and the Tweedbank Sports Complex. A loop road access arrangement serves the various sites from Tweedbank Drive.

The mixed use allocation to the east of the Railway Terminal is the site of a former quarry and is currently undeveloped.



View towards Business Park from Railway Terminus



View from Business Park towards Eildon Hills



Borders Railway Terminus



Scottish Public Pensions Agency Building, Tweedside Park



SITE OPPORTUNITIES & CONSTRAINTS

OPPORTUNITIES

- The location of the Borders Railway terminus at Tweedbank should act as a catalyst for the rejuvenation of the business park at Tweedbank, which is of high strategic importance in the Central Borders.
- The Business Park is highly visible from the A6091 which enhances the marketable profile.
- The sites benefit from transport links and connectivity between the railway terminal and major public and private employers within the area and wider community such as the Scottish Public Pensions Agency, Scottish Borders Council, Borders General Hospital, the Agriculture, Food and Rural Communities Directorate and the Animal Health and Veterinary Laboratories Agency.
- Transport links and connectivity to nearby tourist attractions, such as Abbotsford House, Melrose Abbey and Scott's View.
- Tweedbank is located within the Borders Strategic Green Network which consists of a network of green spaces and green corridors through, within and around settlements, linking open spaces within settlements to the wider countryside. They can assist in enhancing the biodiversity, quality of life and sense of place of an area. Furthermore, the settlement is surrounded by land protected by the Countryside Around Towns policy (EP6) of the LDP which aims to prevent piecemeal development, which would detract from the area's environment, and to avoid coalescence of settlements, thereby retaining their individual character.
- The sites are located within attractive boundaries whereby the structure planting undertaken when the estates were constructed in the 1970s and 1980s is now well established. A survey of all trees has been undertaken to inform possible pockets of land with development potential. These areas are identified within the Development Vision (SG Plan 2). Consent would be required to undertake any works to trees protected by the Tree Preservation Order (see SG Plan 5). The survey can also inform an ongoing future maintenance programme.
- Energy Efficiency—potential for energy generation on the site as well as opportunities for heat network development from waste water.
- The incorporation of a limited level of retail provision at the 'gateway' into the business park to serve both visitors to the area and users of the business park.
- The existing Tweedbank Sports Complex is located adjacent to the south western boundary of the Industrial Estate and includes an astroturf pitch, a 400m running track/athletics field and indoor bowls facility. There is an opportunity to improve access to this facility from both within the village and the business park.
- The implementation of a Simplified Planning Zone (SPZ) Scheme offers flexibility to businesses and encourages investment and rejuvenation of the existing business and industrial sites.
- Improved pedestrian and cycle links within the settlement as well as key linkages between the railway terminus and key existing employment sites such as Borders General Hospital and tourist sites such as Abbotsford House/Visitor Centre.
- Utilities generally follow the existing road network, the retention of the basic infrastructure alignments would avoid costly utility diversions. There is an aspiration to bring the southern part of the estate road, which is currently private, up to an adoptable standard.
- The development of a more integrated approach to public transport by linking buses to the new rail service. This would require coordination between the bus and rail operators.
- The site is visible from the A6091 to the south, for both vehicles and pedestrians/cyclists. Tweedbank is located within a sensitive landscape with the Special Landscape Area abutting the settlement to the south and east and the Eildon Hills feature as a prominent backdrop. The opportunity should be taken to reinforce this edge, which is currently defined by a post and wire fence, with appropriate planting, most likely with hedging.

- The industrial estate is suffering from an ageing and increasingly substandard building stock and the size and layout of both the buildings and external yard areas are not consistent with modern development requirements. This current situation offers an opportunity for the regeneration of the site, to provide a fit for purpose business park with improved architectural design and green infrastructure. There is the potential for higher densities of built form (than existing) on site.

CONSTRAINTS

- The location of significant gas and electrical infrastructure adjacent to the western edge of the Industrial Estate site. These high voltage supply lines are laid below ground and preclude development at this location.
- Careful consideration of potential impacts on the Special Landscape Area adjacent to the Business Park to the south (See SG Plan 4).
- Existing trees within the Industrial Estate are protected by a Tree Preservation Order (see SG Plan 5). These trees have been the subject of a Tree Survey which is available as a background paper. It is intended that the Tree Preservation Order will be reviewed/amended.
- Development must protect the potential future extension of the railway line (See SG Plan 5).
- Since the opening of the Borders Railway in September 2015, passenger numbers have far exceeded those initially expected. As a result the railway terminal car park has regularly operated at capacity, with overflow parking encouraged temporarily in the adjacent Industrial Estate. Whilst it is accepted that passenger numbers may decrease after the initial surge in interest in the new Railway line, the parking levels provided are being assessed by Scotrail. A newly developed Business Park may potentially create more demand in the future. Additional provision may be required.
- The eastern most part of the Business Park is located within the National Inventory Battlefield—Battle of Darnick. This also adjoins the southern boundary of the Business Park (See SG Plan 5).
- Tweedside Park is immediately adjacent to the western most boundary of the Eildon and Leaderfoot National Scenic Area (NSA). The special qualities of the NSA must be given due consideration when assessing development proposals.
- There are limited social amenities within Tweedbank currently. The village offers a primary school, Gun Knowe Loch, a local shop, hairdressers, and bar/restaurant within the village centre but these are located a distance from the Business Park. There is also a Community Centre and an all weather sports complex which are detached from the other facilities.
- Any future extension of the railway line would impact upon some of the existing access links within the Business Park. This must be considered in respect of layout and access points.
- The Business Park is within varying ownerships which could act as a constraint when seeking to apply an overall scheme to improve the environment.
- The Council's Local Transport Strategy (2007/08) and more recently the Main Issues Report relating to the forthcoming Local Access and Transport Strategy (July 2015) identify a potential new road configuration at Tweedbank which would include the provision of a new road bridge at Lowood, replacing the existing Melrose Bridge (B6374). This would improve connection between Tweedbank and Melrose Road (B6374) in Galashiels removing pressure on the trunk road network (A6091) and on Abbotsford Road (A7) into Galashiels.

DEVELOPMENT VISION FOR THE CENTRAL BORDERS BUSINESS PARK

DEVELOPMENT VISION

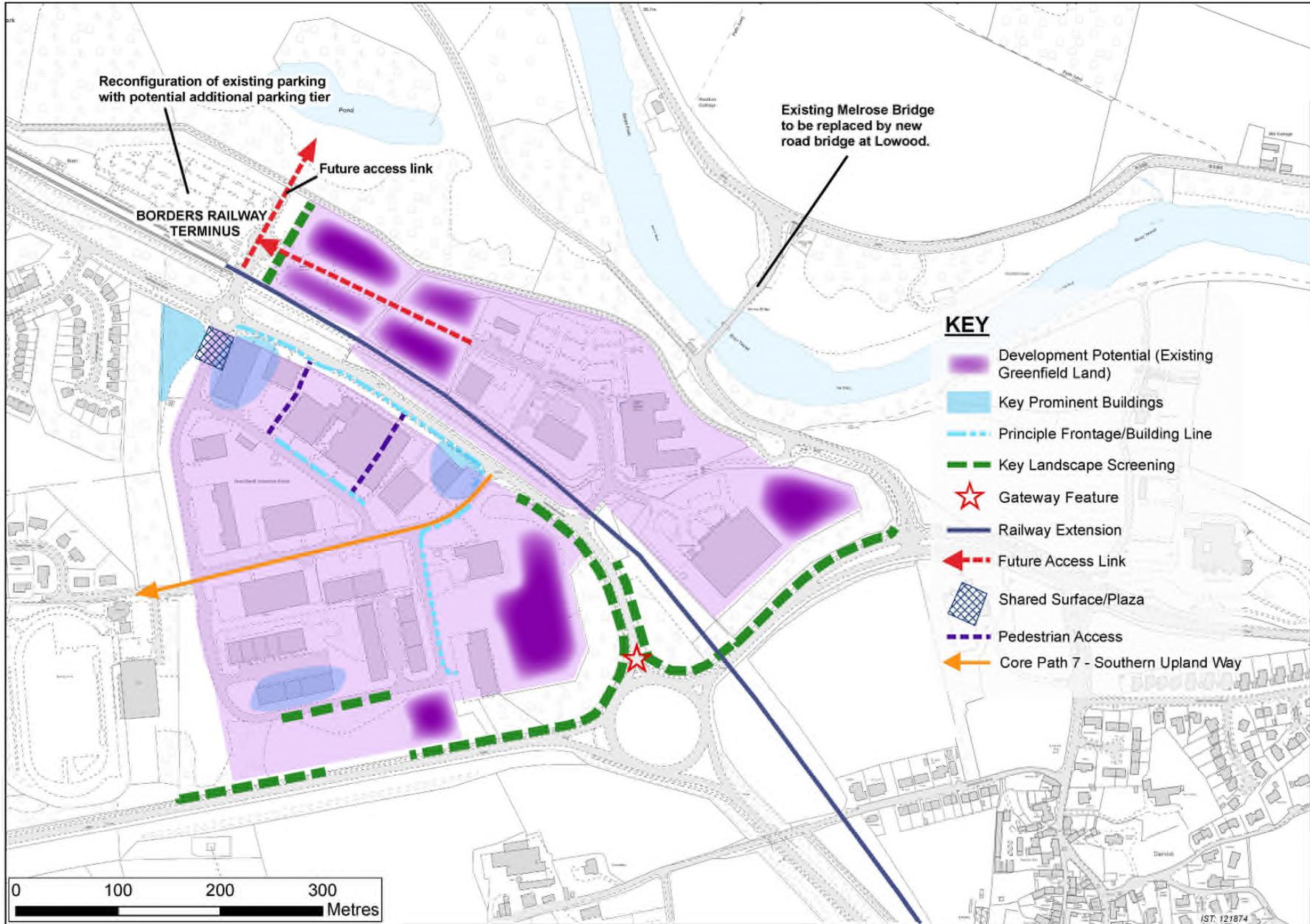
The aspiration is to develop a high quality business and industrial development that is not only sympathetic to the sensitive local context but is a flagship development for the Central Borders. The Development Vision should:

- ⇒ Optimise the opportunity for investment
- ⇒ Take advantage of the new investment of the railway
- ⇒ Create a setting that will encourage investment
- ⇒ Be sensitive to the landscape setting
- ⇒ Benefit Tweedbank as a whole as well as the individual land uses
- ⇒ Be low carbon

KEY PRINCIPLES

- A Focus initial development linked around the railway terminal/adjacent entrance to the business park to create a clear high quality gateway when accessing the business park from the railway terminal
- B Create a people focused public space around this gateway to allow a safe pedestrian environment which is not car focused
- C Development to follow a clear perimeter urban block arrangement with frontages placed onto defined building lines facing onto pedestrian friendly streets with internal parking courts behind
- D Place individual 'signature' buildings at key locations to mark entrances and key routes
- E Develop a suite of sensitively designed and located office buildings along the southern edge of the site , visible from the A6091 to mark and promote the business location to passing traffic but with a high quality landscaped edge
- F The need for an overspill car park for the railway terminus to be monitored. This could be accommodated within existing boundaries of the railway terminus, partly through the restructuring of the existing layout and/or the provision of a further tier
- G Create a low carbon built environment and infrastructure that will reduce carbon emissions
- H Maintain a high quality landscape framework, improving upon and maintaining the existing structure planting taking into account the sensitive landscape context

DEVELOPMENT VISION FOR CENTRAL BORDERS BUSINESS PARK



SG Plan 2: Development Vision

SITE CONSIDERATIONS

LDP SITE REQUIREMENTS

The LDP 2016 sets out the following in relation to the site allocations:

TWEEDBANK INDUSTRIAL ESTATE (zEL39):

- This is a strategic safeguarded business and industrial site as defined in Policy ED1. It is expected that it will become a Strategic High Amenity Site through the period of the LDP, whereby the restructuring of the existing Industrial Estate is necessary in order to promote the area as a high amenity estate through a more efficient use of land and buildings.
- Development on land immediately adjacent to the A6091 should be of high quality and design within the Class 4 use. Careful consideration would require to be given to landscaping, particularly along the southern edge of the site, in order to ensure an attractive edge to the business and industrial site.

TWEEDSIDE BUSINESS PARK (zEL59):

- This is a strategic high amenity safeguarded business and industrial site as defined in Policy ED1.

SITE EAST OF RAILWAY TERMINAL (MTWEE001):

- Access via existing Tweedside Park (zEL59) to the

east and from zRS1 to the west.

- Appropriate planting required on mutual western boundary with railway station.
- New site to be formed for mixed use purposes along with the restructuring of the existing landholdings within Tweedbank Industrial Estate.
- It is expected that the site would be developed for commercial mixed use. Housing would not be appropriate on this site, given it's proximity to the Railway Station (zRS1) and the business and industrial land to the east (zEL59).

LANDSCAPE CONSIDERATIONS

- Existing trees within the boundaries and on the perimeter of zEL39 are protected by a Tree Preservation Order. These trees were planted when the estate was first established and provide screening from Tweedbank Drive and the adjacent A6091 road as well as from the Melrose roundabout to the east. Further, trees to the north west and south west edges of the estate screen it from existing residential development and community facilities to the west.
- A survey of the trees has been undertaken and identifies potential areas for development, subject to the need for consent to undertake any work to the protected trees.

ENERGY EFFICIENCY

- In respect of the overall Central Borders Business Park, good, careful design at the outset will minimise the total energy demand for the lifetime of the development and encourage better standards of energy efficiency. Design considerations for the development will help to increase the efficiency of energy and water use. Siting of developments, their orientation and design should be considered to help reduce the energy demand of new buildings in addition to the building standards energy requirements. Opportunities for including an element of on-site renewable energy generation and water recycling will be encouraged, where it will be in accordance with the development parameters set out in the SPZ Scheme (See Part II).
- There is capacity for a local energy network by way of a district heating system. Buildings and open spaces should have renewables generation capacity. Heat recovery technologies would be key (water and air source) as well as photovoltaic and solar thermal. The potential for heat recovery from waste water should be explored.

SITE CONSIDERATIONS

VILLAGE CONNECTIVITY

- The main vehicular route through the village providing access to the sites is Tweedbank Drive, linking with the A6091 at either end of the village.
- Pedestrian connectivity within and through Tweedbank varies in definition and quality. A number of core paths and promoted paths lead through the village.
- 'Core Path 189: National Cycle Network—Route 1' runs adjacent to Tweedbank Drive and provides a key link between the railway terminus and beyond.
- Core and promoted paths within and adjacent to the sites must be maintained and enhanced where possible.
- The potential for new walking and cycling routes should also be considered where applicable.



SG Plan 3: Village Connectivity



SITE CONSIDERATIONS

EXISTING UTILITIES

- Utilities generally follow adopted or road network routes. In order to avoid costly utility diversions, it is expected the existing basic infrastructure alignments will be retained. Of particular note in relation to considering future development, is the location of significant gas and electrical infrastructure adjacent to the western edge of the Industrial Estate. These high voltage supply lines are laid below ground and preclude development at this location.

TRANSPORT & ACCESS

- The potential future extension of the railway beyond its current terminus at Tweedbank must be considered. This would require the exclusion of development along the potential line as well as the reconfiguration of the entrance into the existing railway station car park. A Rail Route Protection Study (2015) undertaken by Mott MacDonald on behalf of Scottish Enterprise found that the extended railway line could extend under the existing road network at Tweedbank Drive/Tweedside Park which would suitably maintain access at this location.

A sympathetically designed footbridge would be required at the railway terminal to link with Tweedbank Drive in order to maintain a suitable access to the Business Park and beyond. An alternative access from the existing railway terminus into the Business Park to the east would require to be provided.

- A Transport Statement, undertaken by Mott MacDonald in August 2016, recommends that a holistic approach be applied to development of the area, including consideration and implementation of transport measures to facilitate sustainable access, which in turn will support the framework vision of this SG and Simplified Planning Zone. A summary of the key recommendations is contained within Appendix 3 of Part II of this document.
- Road and footpath connections to the adjacent road and path network are essential to encourage onward journeys to/from the railway terminus as well as important links within the business and industrial sites.
- The Border Weaver 'hop-on hop-off' bus service provides a useful link between the Borders Railway Terminal, local communities and visitor attractions. There appears to be an opportunity for a car/bike hire facility within the vicinity of the terminal to provide further opportunity for onwards journeys, particularly in view of the National Cycle Network which runs

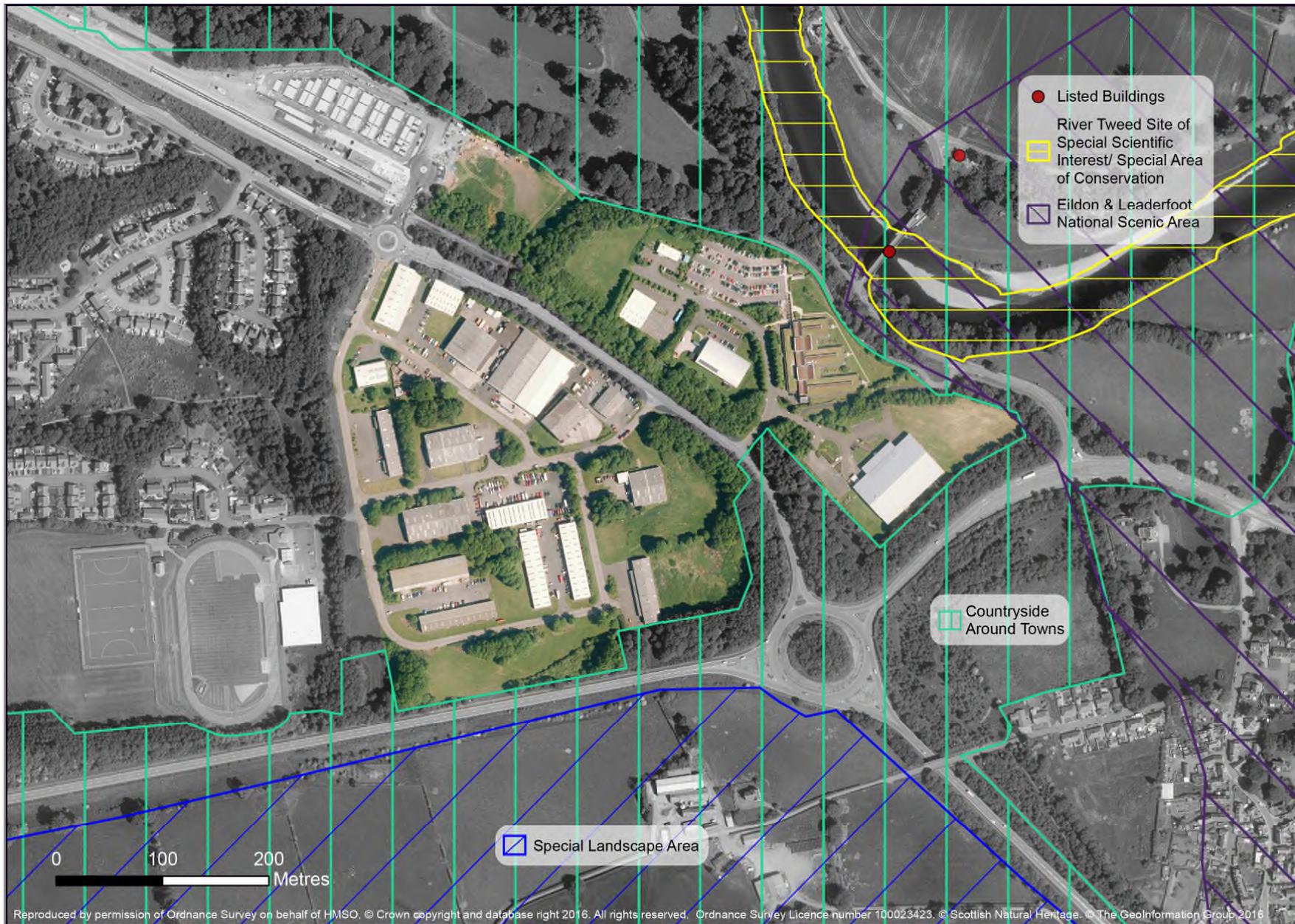
- through Tweedbank.

OTHER CONSIDERATIONS

- Tweedbank is located within the Borders Strategic Green Network which supports economic growth, tourism, recreation, the creation of an environment that promotes a healthier-living lifestyle, and the protection and enhancement of biodiversity, and will have the potential to improve the quality of the water environment, promote flood protection and reduce pollution.
- The eastern most part of the Business Park, off Tweedside Park, is within the National Inventory Battlefield of the Battle of Darnick. There would potentially be requirement for archaeological work within this area. The existing woodland defining the south eastern corner of the Industrial Estate is also within the National Inventory Battlefield. Whilst it is not considered that development within this area would be appropriate, any restructuring of the woodland would require to take this matter into account.
- Any issues relating to surface water flooding would require to be considered and addressed.
- Development must allow for the collection of waste, in line with the principles of Scotland's Zero Waste Plan and the Council's Waste Management Supplementary Guidance.

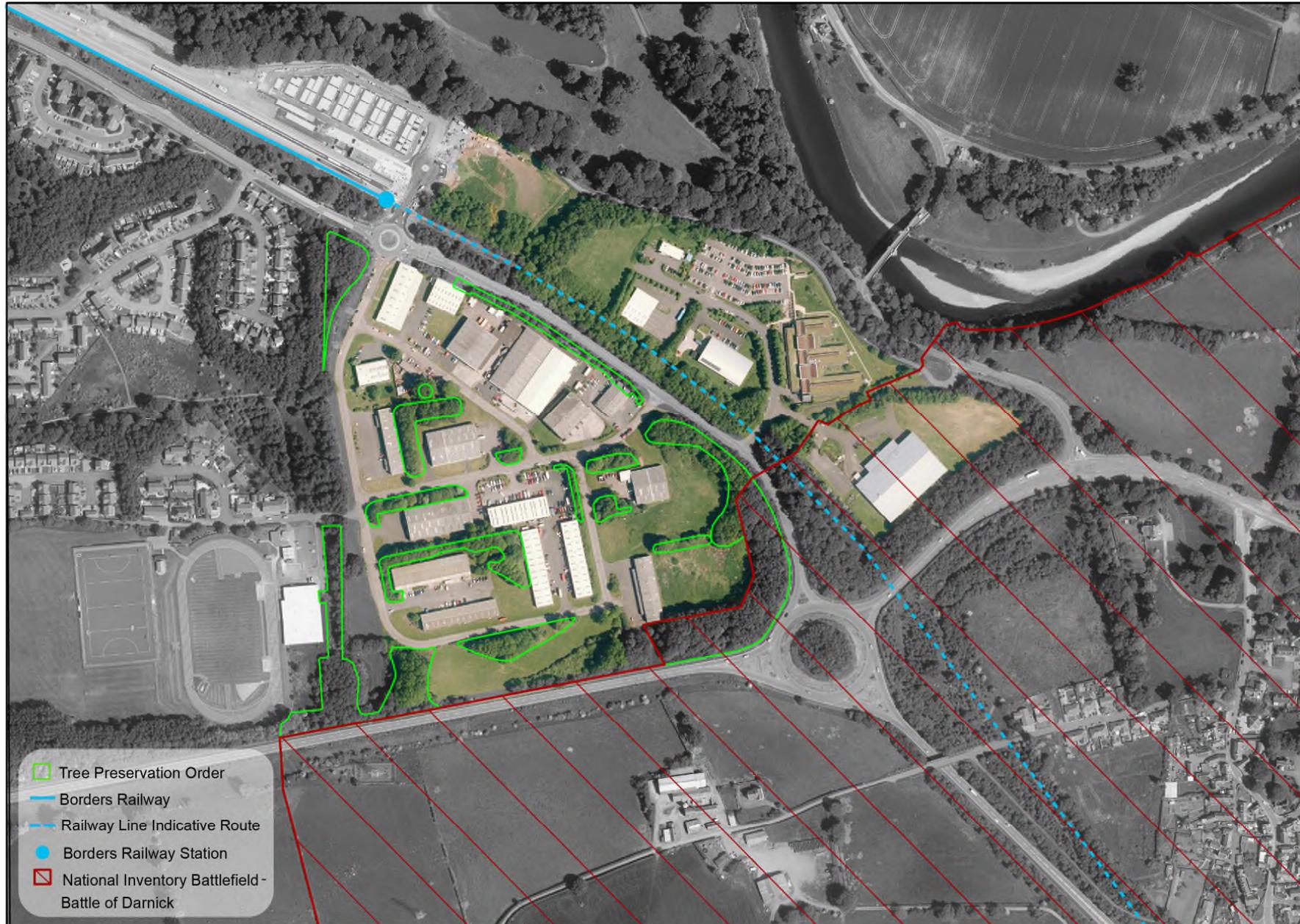
- Views into the Business Park must be considered, both in terms of the visual prominence of buildings and uses as well as any potential impact upon the sensitive landscape setting. Careful consideration must be given to the fleeting views into the southern part of the Business Park from the A6091.

EXISTING SITE FEATURES & CONSIDERATIONS



SG Plan 4—External Site Features and Considerations

EXISTING SITE FEATURES & CONSIDERATIONS



SG Plan 5—Internal Site Features and Considerations

SUBMISSION REQUIREMENTS

Part II of this document sets out certain instances in which development is permitted under the Simplified Planning Zone (SPZ) Scheme without the need for planning consent, subject to conditions and parameters.

WHERE THE SUBMISSION OF A PLANNING APPLICATION IS REQUIRED, THE FOLLOWING DOCUMENTS MAY REQUIRE TO BE SUBMITTED:

- Context study demonstrating an understanding of the local context
- Site photos: highlighting key views and how the design will respond to these
- 3D visualisation material: sketches or computer generated visualisations showing the development in context
- Design statement
- Energy statement
- Landscape plan
- Planting and landscape management scheme
- Drainage Impact Assessment - looking at impact on the catchment area and waste and surface water drainage solutions
- SUDS scheme for treatment of surface water run-off
- Transport assessment/statement
- Ecology assessment
- Archaeological evaluation and appropriate mitigation measures where necessary
- Developer contributions

KEY CONTACTS WITHIN SCOTTISH BORDERS COUNCIL

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CONTACT:

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PART II

DRAFT SIMPLIFIED PLANNING ZONE SCHEME

CENTRAL BORDERS BUSINESS PARK

TWEEDBANK

Draft

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INTRODUCTION

WHAT IS A SIMPLIFIED PLANNING ZONE (SPZ)?

A Simplified Planning Zone (SPZ) is a defined area where the need to apply for planning permission is removed for certain types of development so long as the development complies with the details, conditions and guidance set out in the SPZ Scheme.

The SPZ Scheme offers flexibility to help businesses and industries grow and adapt as well as encourages new opportunities to locate within the Central Borders, whilst maintaining high standards of development, care for the built environment and for the sensitive landscape setting.

Under the Town and Country Planning (Use Classes) (Scotland) Order 1997 changes of use can occur without the need for planning permission. Under the Central Borders Business Park SPZ Scheme there is increased flexibility to change the use of properties. There is also scope to build new premises and/or alter and extend existing buildings without the need for a formal planning application subject to their compliance with the development parameters and conditions detailed in this document. The types of new/additional uses and new development that are approved within the SPZ area are set out in Stage 1 (pages 5 -12).

It is highlighted that if you propose to alter an existing building, erect a building or convert a building it is likely that the submission of an application for a Building Warrant will be required. This is a separate process which is not permitted by the SPZ Scheme.

It should be noted that the provisions of the SPZ Scheme do not affect existing businesses/users currently operating within the Business Park.

The aim of the SPZ is to assist in informing investment decisions as businesses and investors are able to establish with certainty and speed the acceptability of their proposals. The savings in terms of time, money and effort in considering these changes and the certainty offered by the SPZ status will help promote the Central Borders Business Park as a location to invest.

SPZ BOUNDARY

The provisions of this SPZ Scheme apply only to the area identified on the plan below (SPZ Plan 1). Areas outside of this boundary are subject to standard planning controls.

SPZ PLAN 1—SPZ AREA



SIMPLIFIED PLANNING ZONE SCHEME

SPZ DURATION

The provisions of this SPZ Scheme are valid for a period of **ten years** from the date of its commencement on **X**. Scottish Borders Council has the right to propose alterations to the Scheme including to add to, remove or otherwise alter the planning controls (see page 22).

HOW TO USE THE SCHEME

In using this SPZ Scheme there are three stages that require to be followed when proceeding with your development proposals within the Central Borders Business Park (see SPZ Figure 1).

Development is approved by this SPZ Scheme where it is in accordance with the development parameters (Stage 1), and complies with the conditions attached to the Scheme (Stage 2).

SPZ FIGURE 1—OPERATION OF THE CENTRAL BORDERS BUSINESS PARK SPZ

Stage 1 | What type of developments are permitted?



The types of development and uses that are allowed by the Scheme and what still requires consent are set out in pages 6 - 12.

Stage 2 | Conditions and informatives



A number of standard planning conditions apply to the development proposals eligible under the Scheme along with additional information required by conditions.

There may be other matters you need to consider, such as the submission of an application for a building warrant or advertisement consent. What additional information does the condition require?

Stage 3 | Notifications



Notify Planning Authority of development proposal in line with SPZ Scheme.

Notify Planning Authority of commencement and completion of development.

PLEASE NOTE THE SPZ SCHEME DOES NOT SEEK TO DISCOURAGE THE SUBMISSION OF FORMAL PLANNING APPLICATIONS FOR ANY OTHER USE UNDER NORMAL DEVELOPMENT MANAGEMENT PROCEDURES WHICH DO NOT FALL WITHIN THE REMITS OF THE SPZ SCHEME.

THE PROVISIONS OF THE SPZ SCHEME DO NOT AFFECT EXISTING BUSINESSES/USERS CURRENTLY OPERATING WITHIN THE BUSINESS PARK.

STAGE 1 | WHAT TYPES OF DEVELOPMENT ARE PERMITTED?

SPZ ZONES

The SPZ has five zones:

Zone A: Mixed Use Zone—Zone A covers a mixed use site to the immediate east of the Railway Terminal. The Local Development Plan expects that the site will be developed for commercial mixed use purposes (housing would not be acceptable). Appropriate planting would be required along the mutual western boundary with the railway terminal, whilst allowing for pedestrian/vehicular permeability.

Zone B: Core Business Zone—Zone B covers Tweedside Park which is currently dominated by existing business uses. This zone will remain focused towards this type of use.

Zone C: Gateway Mixed Use Zone—Zone C is focused on the gateway into the Business Park from the railway terminal. This zone has a wider mix of uses, albeit some are restricted to a limited floorspace namely two units, each with a maximum floor area of 70m² (gross internal area) offering the opportunity for shop uses. Building heights in this area are less uniform and there is potential to reinforce the gateway character through the use of taller, landmark buildings. A shared surface / plaza is required at the access into the business park at the railways terminus roundabout in order to provide a setting for the key prominent buildings at this location and an attractive entrance feature.

Zone D: Tweedbank Industrial Estate—Zone D is a more traditional business and industrial site and the SPZ Scheme continues to safeguard this area for Class 4 (business), 5 (general industrial) and 6 (storage or distribution) uses to maintain its established function and protect it from inappropriate development that could undermine its existing and future operational capabilities.

Zone E: Tweedbank Industrial Estate Business Zone—Zone E will become a business focused zone with its more prominent location in respect of visibility from the Class A road to the south and on the entrance into the Business Park. The SPZ seeks to ensure high quality development at this location and gives careful consideration to planting along the southern boundary of the site in order to secure a degree of visibility but also an appropriate screen in view of the sensitive location of the site adjacent to the Special Landscape Area.

STAGE 1 | WHAT TYPES OF DEVELOPMENT ARE PERMITTED?

WHAT TYPES OF DEVELOPMENT ARE APPROVED BY THE SPZ SCHEME?

Development is approved within the SPZ area subject to the development parameters set out in SPZ Table 2 and the text on page 11. This allows for certain changes of use, new buildings, external alterations and other minor works within the Central Borders Business Park. All development must also comply with the conditions attached to the Scheme (SPZ Table 3), the Design and Landscape Framework (Appendix 1), the Transport Design Guidance (Appendix 2) and Transport Statement (Appendix 3). Together, the development parameters and zoning of the Park will control the quantum of development and its location to ensure the main focus of the Park continues to be for business and industrial uses in accordance with Local Development Plan policies. SPZ Table 1 details the types of uses that are approved under this SPZ scheme, broken down into five zones and Plan 2 defines the boundaries of the zones. Page 11 details the types of new development, such as new buildings and extensions approved under this SPZ Scheme. A proposal for any other use or development type will not be permitted by this Scheme. **If you propose to alter an existing building, erect a building or convert a building it is likely this will require a Building Warrant application. Priority is given to building warrant applications involving inward investment and job creation.**

SPZ Table 1

Zone	Uses and Developments Permitted
A	<p>Use Class 4—Business (e.g. Offices other than that specified under Class 2, research and development of products or processes, light industry*)</p> <p>Use Class 7—Hotels & Hostels (e.g. Hotel, boarding and guest house, hostel)</p>
B	<p>Use Class 4—Business (e.g. Offices other than that specified under Class 2, research and development of products or processes, light industry*)</p>
C	<p>Use Class 1—Shops (two units each with a maximum floor area of 70m²)</p> <p>Use Class 4—Business (e.g. Offices other than that specified under Class 2, research and development of products or processes, light industry*)</p>
D	<p>Use Class 4—Business (e.g. Offices other than that specified under Class 2, research and development of products or processes, light industry*)</p> <p>Use Class 5—General Industry (use for the carrying out of an industrial process other than one falling within the Class 4 (Business) definition)</p> <p>Use Class 6—Storage or Distribution</p>
E	<p>Use Class 4—Business (e.g. Offices other than that specified under Class 2, research and development of products or processes, light industry*)</p>

*Examples only, for a full list of uses please see The Town & Country Planning (Use Classes) (Scotland) Order 1997

SPZ PLAN 2—SPZ ZONES



SIMPLIFIED PLANNING ZONE SCHEME: CENTRAL BORDERS BUSINESS PARK, TWEEDBANK

STAGE 1 | WHAT TYPES OF DEVELOPMENT ARE PERMITTED?

SPZ TABLE 2—DEVELOPMENT PARAMETERS

	Use Class	Parameter	Restrictions	Reason
DP1	Non classified (sui generis) - Sale and display of motor vehicles	Not permitted by the SPZ Scheme	Zones A, B, C, D & E—No development in Non-classified (sui generis): Sale and display of motor vehicles.	Non-classified (sui-generis): Sale and display of motor vehicles is not permitted by the SPZ scheme in the interests of protecting the strategic safeguarded and strategic high amenity safeguarded business and industrial sites.
DP2	Class 1 Shops	2 units each with a maximum floor area of 70m ² permitted in Zone C only	Zones A, B, D & E—No development in Class 1 permitted by the SPZ scheme. Zone C—Class 1 permitted by the SPZ scheme. No more than 2 contiguous Class 1 units are permitted by the SPZ scheme in Zone C.	Complementary uses that can support the viability and sustainability of the Business Park but are subject to specific controls to safeguard the main industrial and business function, and to avoid a scale of retailing that would normally be directed to town centres.
DP3	Class 2 Financial, Professional and Other Services	Not permitted by the SPZ Scheme	Zones A, B, C, D & E—No development in Class 2 permitted by the SPZ scheme.	Class 2 is not permitted by the SPZ scheme in the interests of protecting the strategic safeguarded and strategic high amenity safeguarded business and industrial sites.
DP4	Class 3 Food & Drink and hot food takeaway (sui generis)	Not permitted by the SPZ Scheme	Zones A, B, C, D & E—No development in Class 3 permitted by the SPZ scheme.	Class 3 is not permitted by the SPZ scheme in the interests of protecting the strategic safeguarded and strategic high amenity safeguarded business and industrial sites.
DP5	Class 4—Business	Permitted by the SPZ Scheme.	Zones A, B, C, D & E—Class 4 permitted by the SPZ Scheme.	To provide business floorspace as part of the Business and Industrial Land allocation in accordance with Local Development Plan policies.

STAGE 1 | WHAT TYPES OF DEVELOPMENT ARE PERMITTED?

	Use Class	Parameter	Restrictions	Reason
DP6	Class 5—General Industrial and Class 6—Storage and Distribution	Permitted by the SPZ Scheme.	Zones A, B, C & E—No development in Class 5 and/or Class 6. Use Classes 5 and 6 are permitted by the SPZ Scheme in Zone D.	To provide a maximum quantum of general industrial and storage/distribution floorspace as part of the overall Business Park.
DP7	Class 7 Hotels and Hostels	Permitted in Zone A only	Zones B, C, D & E—No development in Class 7 permitted by the SPZ scheme. Zone A—Class 7 permitted by the SPZ scheme.	To direct this type of complementary use to Zone A to support users of the Railway terminal and the viability and sustainability of the Business Park.
DP8	Class 8 Residential Institutions Class 9 Houses Class 11 Assembly and leisure and theatre , motor vehicle or firearm sport (sui generis)	Not permitted by the SPZ Scheme.	Zones A, B, C, D & E—No development Classes 8, 9, and/ or 11 and non-classified (sui generis): theatre , motor vehicle or firearm sport	Classes 8, 9 and 11 and non-classified (sui-generis) theatre , motor vehicle or firearm sport is not permitted by the SPZ scheme in the interests of protecting the strategic safeguarded and strategic high amenity safeguarded business and industrial sites.
DP9	Class 10 Non-residential institutions	Not permitted by the SPZ Scheme.	Zones A, B, C, D & E—No development in Class 10 permitted by the SPZ scheme.	Class 10 is not permitted by the SPZ scheme in the interests of protecting the strategic safeguarded and strategic high amenity safeguarded business and industrial sites.
DP10	N/A	Not permitted by the SPZ Scheme.	Temporary buildings are not permitted within the SPZ boundary, unless with separate planning permission.	Temporary buildings are not permitted by the SPZ Scheme in the interests of amenity.

STAGE 1 | WHAT TYPES OF DEVELOPMENT ARE PERMITTED?

Notes:

1. All measurements are in square metres (gross internal area) unless otherwise stated.
2. Units cannot be merged to form a larger planning unit where the resultant unit would be larger than the maximum permitted unit size identified for each zone, without separate planning permission.
3. Where existing floorspace is redeveloped the floorspace lost can be re-provided elsewhere within the SPZ area subject to compliance with the SPZ parameters.
4. The boundaries of the SPZ zones are shown in SPZ Plan 2.
5. Development activity and the parameter floorspace will be monitored throughout the Scheme and the Council will endeavour to publish an annual monitoring report of approved development. Developers are required to notify the Council of the commencement and completion of development using the forms in Appendix 4.

Draft

STAGE 1 | WHAT TYPES OF DEVELOPMENT ARE PERMITTED?

CHANGE OF USE

Change of use development is permitted provided that the proposed use and level of floorspace is within the provisions of the SPZ Scheme and is in accordance with the planning conditions.

CONSTRUCTION

New build and extensions development is permitted provided the proposed use and level of floorspace is within the provisions of the SPZ Scheme and is in accordance with the planning conditions, the Design and Landscape Framework (Appendix 1), Transport Design Guidance (Appendix 2) and Transport Statement (Appendix 3).

INFRASTRUCTURE

Development of infrastructure to support the functioning of the Business Park is permitted subject to compliance with the planning conditions, the Design and Landscape Framework (Appendix 1), the Transport Design Guidance (Appendix 2) and Transport Statement (Appendix 3). For the purposes of this SPZ Scheme, infrastructure proposals includes:

- New roads and pathways/cycleways and alterations to existing roads and pathways/cycleways, in both the private and public realms.
- New external lighting in both the private and public realm, and alterations to existing lighting.
- Infrastructure associated with the delivery of sustainable transport measures (examples include but are not limited to cycle parking, cycle docking stations, electric charging points, inductive charging points and bus stops/shelters).
- New waste storage and collection facilities, where these are strictly ancillary to the main use, or for the purpose of collecting waste in the public realm.

MINOR OPERATIONAL DEVELOPMENT

Minor operational development is permitted subject to compliance with the planning conditions and Design and Landscape Framework. For the purposes of the SPZ Scheme, minor operational development includes:

- Changes to the external appearance of buildings, including recladding, alterations to access, doors and windows
- Installation of plant to serve the existing or proposed building(s)
- Landscaping (including hard and soft materials) of individual plots
- Landscaping (including hard and soft materials, street furniture and public art)

DESIGN AND LANDSCAPE FRAMEWORK

The SPZ Scheme does not remove the requirement for good design or consideration of the built and natural environment. The Design and Landscape Framework (Appendix 1) for the SPZ is appended to this Scheme and must be considered in all development proposals, in accordance with the planning conditions.

STAGE 1 | WHAT TYPES OF DEVELOPMENT ARE PERMITTED?

WHAT STILL REQUIRES CONSENT?

Proposals Not Permitted by the Scheme

Proposals falling outside of the SPZ Scheme that require planning consent will be considered by way of a planning application and determined by the Council. Scottish Borders Council continue to welcome such submissions.

Permitted Development Rights

This Scheme does not affect existing permitted development rights afforded under the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (as amended). The amended order, subject to specified criteria, allows for certain alterations and extensions to commercial properties and minor developments such as access ramps and the installation of vehicle recharging electrical outlets.

Any alterations or extensions to permitted development rights which may subsequently emerge through future regulatory change would also be available.

Other Consents

The SPZ Scheme relates only to planning permission. It is the developer's responsibility to ensure compliance with all other relevant legislation and requisite fees. **For example, separate approval will be required from the Local Authority for, if applicable, Building Warrants. Refer to page 19 for further guidance.**

Advertisement Consent

Proposals for signs and advertisements, unless having deemed consent, will require approval under the terms of the Town and Country Planning (Control of Advertisements) (Scotland) Regulations 1984 (as amended) or its replacement.

Certain types of advertisement do not need permission under the regulations. As a guide you will normally need to apply for permission for most illuminated signs, advertisements using special structures for display such as poster hoardings and large signs or those positioned high up on buildings.

For a full list of advertisements which can be displayed without consent please see Schedule 4 of the Advertisement Regulations. The Advertisement Regulations are complex and it is always advisable to check the position with the Council's Development Management Section before proceeding.

STAGE 2 | CONDITIONS AND INFORMATIVES

PLANNING CONDITIONS AND INFORMATIVES

Development permitted by this SPZ Scheme is subject to planning conditions as shown in SPZ Table 3. Developers should note that some of the conditions are pre-commencement conditions, requiring details to be approved prior to development starting.

Where conditions require further details to be submitted to the Local Authority, Scottish Borders Council will endeavour to provide a response regarding the acceptability of the submitted information within 21 days of receipt.

It is the developer's responsibility to ensure that development is fully in compliance with these conditions and informatives.

VARIATION OR REMOVAL OF PLANNING CONDITIONS

Development carried out under the provisions of the SPZ must adhere to any relevant, applicable condition contained within the SPZ Scheme. There is no scope to vary or remove planning conditions attached to the SPZ Scheme other than in the circumstances when the Council choose to alter the Scheme.

Where developers wish to carry out development without complying with a condition contained within the SPZ Scheme, an application for planning permission must be submitted for consideration by the Council.

Draft

STAGE 2 | CONDITIONS AND INFORMATIVES

SPZ TABLE 3—SPZ CONDITIONS

1	All development shall comply with the parameters of the SPZ Scheme as set out in SPZ Table 2.	Reason: To ensure the development accords with the provisions of this Scheme.
2	All development shall accord with the terms of the SPZ Design and Landscape Framework, the Transport Design Guidance and Transport Statement as set out in Appendices 1, 2 and 3.	Reason: To ensure that all development accords with the terms of this Scheme.
3	For the avoidance of doubt, there shall be no retail from the Class 4, 5 and 6 units in the SPZ area. Any ancillary trade sales should be no more than 20% of the ground floor area of the unit.	Reason: To ensure that the main purpose of the site is retained for business and industrial uses.
4	Waste and recycling storage areas must be located away from principal frontages and be screened from the road.	Reason: To maintain and enhance the visual amenity of the area.
Car and Cycle Parking		
5	Car parking shall be provided in accordance with non-car accessibility Level D in the SEStran Parking Standards publication.	Reason: To ensure that adequate parking provision is made whilst encouraging the use of public transport.
6	Provision shall be made for in the design of the development for the parking of cycles. This provision shall be safe, sheltered and secure in accordance with para 7.4 of Appendix 2—Transport Design Guidance. The cycle parking shall be available for use before the development is occupied and thereafter retained.	Reason: To ensure that cycle parking is available for the users of the development and to reduce reliance on the private car.
7	Car parking area(s) shall be permeable hardstanding with water attenuation, or other SUDS treatment as promoted in the SUDS For Roads Guide by SCOTS and SUDS Working Party. Loose material is not acceptable for any car park surface. Car parking spaces (each space measuring 2.5 x 5.0 metres) and aisles (6 metres wide) shall be clearly delineated on the ground. The car parking area(s) shall be available for use before the development/ the part of the development served by the car parking in question is occupied.	Reason: To attenuate drainage from the site in the interest of flood control; to keep the road free of loose material in the interests of pedestrian and vehicular safety; and to ensure that car parking is available for the occupiers/users of the development.
Contamination		
8	No development shall commence within Zone A until a detailed scheme to identify and assess potential contamination on site has been submitted to and	Reason: To Ensure that the potential risk to human health, the water environment, property and ecological systems arising from any identified land

STAGE 2 | CONDITIONS AND INFORMATIVES

agreed in writing by the Local Planning Authority and thereafter implemented in accordance with the approved scheme. The scheme shall be undertaken by a competent person or persons in accordance with the advice of relevant authoritative guidance including PAN 33 (2000) and BS10175:2011 or, in the event of these being superseded or supplemented, the most up-to-date version (s) of any subsequent revision(s) of, and/or supplement(s) to, these documents. This scheme should contain details of proposals to investigate and remediate potential contamination and must include:-

- a. A desk study and development of a conceptual site model including (where necessary) a detailed site investigation strategy. The desk study and the scope and method of recommended further investigations shall be agreed with the Council prior to addressing parts b, c, d, and, e of this condition. and thereafter
- b. Where required by the desk study, undertaking a detailed investigation of the nature and extent of contamination on site, and assessment of risk such contamination presents.
- c. Remedial Strategy (if required) to treat/remove contamination to ensure that the site is fit for its proposed use (this shall include a method statement, programme of works, and proposed validation plan).
- d. Submission of a Validation Report (should remedial action be required) by the developer which will validate and verify the completion of works to a satisfaction of the Council.
- e. Submission, if necessary, of monitoring statements at periods to be agreed with the Council for such time period as is considered appropriate by the Council.

Written confirmation from the Council, that the scheme has been implemented completed and (if appropriate), monitoring measures are satisfactorily in place, shall be required by the Developer before any development hereby approved commences. Where remedial measures are

contamination have been adequately addressed.

STAGE 2 | CONDITIONS AND INFORMATIVES

	required as part of the development construction detail, commencement must be agreed in writing with the Council.	
	Roads and Access	
9	No work shall commence on any works in respect of the formation, alteration or reconfiguration of a junction without the prior written approval of the planning authority. Fully detailed drawings of all proposed works shall be submitted for prior written approval and shall be developed in accordance with the design principles detailed in Appendix 2—Transport Design Guidance. The scheme thereafter agreed shall be implemented in full and in the approved manner.	Reason: To ensure that the standard of junction layout complies with the current standards and to minimise interference with the safety and free flow of traffic on the road network.
10	No fences or walls more than 900mm high which would affect driver visibility shall be erected within the visibility splay of a vehicular access.	Reason: To ensure that the access complies with approved standards in the interests of pedestrian and vehicular safety.
11	Provision shall be made within the site for pedestrians and cyclists, in accordance with the Transport Statement (Appendix 3) of the Simplified Planning Zone Scheme and in agreement with the Local Planning Authority. The timeline for such provision shall be agreed in writing by the Local Planning Authority before the development is commenced.	Reason: To ensure a satisfactory level of provision for pedestrians and cyclists.
	Environment	
12	All development shall comply with the Design and Landscape Framework as set out in Appendix 1.	Reason: In the interests of the visual amenity of the area.
13	External lighting shall be provided in accordance with BS.5489, 1977. The lighting shall be installed for use before the development is occupied and shall thereafter be maintained.	Reason: In order to help make the site more secure.
14	The trees on this site which are covered by the Tree Preservation Order (SPZ Plan 3), shall be protected at all times during construction and building operations, by the erection of substantial timber fences around the trees, together with such	Reason: To ensure that adequate precautions are taken to protect trees during building operations.

STAGE 2 | CONDITIONS AND INFORMATIVES

14	<p>other measures as are necessary to protect the trees and their roots from damage. Details of the methods it is proposed to use shall be submitted by the applicant to the Local Planning Authority and be approved by them in writing. The approved protective measures shall be undertaken before any works commence on the site and must, thereafter be observed at all times until the development is completed.</p>	
Drainage and Flooding		
15	<p>No development shall commence within Zones D and E until surface water flood risk is assessed and precise details of surface water disposal have been submitted to and approved in writing by the Planning Authority and thereafter no development shall take place except in strict accordance with the approved details.</p>	<p>Reason: To ensure adequate drainage within the SPZ area and to ensure suitable mitigation of potential future flooding events.</p>
16	<p>The means of surface water disposal to be in accordance with Sustainable Urban Drainage principles to be submitted to and approved in writing by the Planning Authority before the development is commenced. The development then to be implemented in accordance with the approved details.</p>	<p>Reason: To ensure that adequate and appropriate means are used in the disposal of surface water.</p>
Archaeology		
17	<p>No development shall take place within the National Inventory Battlefield— Battle of Darnick (part of Zone B and Zone E) until the applicant has secured a programme of archaeological work in accordance with a Written Scheme of Investigation outlining a Watching Brief. This will be formulated by a contracted archaeologist and approved in writing by the Planning Authority. Access should be afforded to allow investigation by a contracted archaeologist (s) nominated by the developer and agreed to by the Planning Authority. The developer shall allow the archaeologist(s) to observe relevant below ground excavation during development, investigate and record features of interest and recover finds and samples if necessary. Results will be submitted to the Planning Authority for review in the form of a Data Structure Report. If</p>	<p>Reason: The site is within an area where ground works may interfere with, or result in the destruction of, archaeological remains, and it is therefore desirable to afford a reasonable opportunity to record the history of the site.</p>

STAGE 2 | CONDITIONS AND INFORMATIVES

	significant archaeology is discovered below ground excavation should cease pending further consultation with the Planning Authority. The developer will ensure that any significant data and finds undergo post-excavation analysis, the results of which will be submitted to the Planning Authority.	
	Noise	
18	Any noise emitted by plant and machinery used on the premises will not exceed Noise Rating Curve NR20 between the hours of 2300 – 0700 and NR 30 at all other times when measured within the nearest noise sensitive dwelling (windows can be open for ventilation). The noise emanating from any plant and machinery used on the premises should not contain any discernible tonal component. Tonality shall be determined with reference to BS 7445-2. All plant and machinery shall be maintained and serviced in accordance with the manufacturer’s instructions so as to stay in compliance with the aforementioned noise limits.	Reason: To protect the residential amenity of nearby properties.
	Odour / Air Quality / Pest Control	
19	No development shall commence until a plan for the management and control of potential nuisances (including odour, air quality, flies and other pests) that would be liable to arise at the development site as a consequence of and/or in relation to the operation or maintenance of plant, has first been submitted to, and approved in writing by the Planning Authority. Thereafter the approved nuisance control management plan shall be implemented as part of the development.	Reason - To ensure that the operation of the plant hereby approved has no unacceptable impacts upon the amenity of the surrounding area or upon the amenity of any neighbouring residential properties, by ensuring that all potential sources of nuisance are appropriately managed and controlled.

STAGE 2 | CONDITIONS AND INFORMATIVES

INFORMATIVES

Developers must note that compliance with the conditions does not remove the requirement to obtain all other statutory consents. Informatives detailed below are a reminder for developers of some of the issues that they may need to consider.

SEPA

The applicant must consult the Scottish Environment Protection Agency concerning the proposed development, in respect of legislation administered by that organisation which is likely to affect proposed development.

Developers must be aware that early contact should be made with SEPA in order to ascertain whether the proposed development would be consentable under SEPA's regulatory regime, this is particularly the case for Class 5—General Industrial activities.

Phone: 03000 99 66 99 (Customer Enquiries)

Licensing

If you would like advice or help in making a new application for the grant of a license, or you would like to know whether you need a license for a particular purpose, please contact Scottish Borders Council's Licensing section:

Phone: 01835 826662

Building Standards

If you propose to alter an existing building, erect a building or convert a building it is likely that you will require a Building Warrant. A warrant will be granted if the proposals meet the requirements of the Building (Scotland) Act 2003. Application forms for a Building Warrant as well as guidance is available on Scottish Borders Council's website. For larger or more complex work, Building Standards will also provide preliminary advice in relation to the regulations.

Priority is given to building warrant applications involving inward investment and job creation which are fast-tracked.

Building Standards cover all aspects of construction as detailed within the Regulations and Technical Handbooks to:

- Secure the health, safety, welfare and convenience of persons in or about buildings and of others who may be affected by buildings or matters connected with buildings;
- Further the conservation of fuel and power; and
- Further the achievement of sustainable development.

Some work however, where it complies with the regulations and on certain building types, can be carried out without Building Warrant approval.

For further information please contact Building Standards:

Phone: 0300 100 1800

Drainage

The developer should consult Scottish Water in respect of legislation administered by that organisation which is likely to affect development.

Phone: 0800 077 8778 (Customer Helpline)

Road Construction Consent

Anyone who needs to build a new road or extend an existing road would require Road Construction Consent (RCC) from Scottish Borders Council. Please contact Scottish Borders Council's Roads Planning Service:

Phone: 01835 826641

Asbestos

There is a risk that existing buildings may contain asbestos. If asbestos is present, it should be disposed of by a licensed person(s) and the necessary precautions should be undertaken.

Tree Preservation Order

Trees within the existing Industrial Estate are protected by a Tree Preservation Order (SPZ Plan 3). Consent would be required from the Tree Officer of Scottish Borders Council to undertake work to or fell a protected tree.

Please contact Scottish Borders Council's Tree Officer:
Phone: 0300 100 1800

Ecology

Developers are reminded of their obligations under the provisions of the Wildlife and Countryside Act 1981 (as amended) and The Conservation (Natural Habitats) Regulations 1994 (as amended). This includes the requirement to undertake bat surveys prior to works that would affect trees and buildings, to undertake a breeding bird survey prior to any works that could affect vegetation during the bird breeding season, and to implement appropriate measures to control invasive species.

Scottish Natural Heritage

The developer should consult Scottish Natural Heritage in respect of potential licensing requirements for protected species.

Phone: 01463 725364

Email: licensing@snh.gov.uk

Advertisements

Any advertisement, other than that deemed within the terms of the Town and Country Planning (Control of Advertisements) (Scotland) Regulations 1984, will require an application for advertisement consent (See page 12).

Land Ownership

The applicant is advised that the granting of planning permission through this SPZ Scheme does not remove the requirement to obtain consent from the owner to undertake the development and adjacent landowners in respect of any access required. Such consent should be obtained prior to the commencement of works on site.

STAGE 3 | NOTIFICATIONS

NOTIFICATION REQUIREMENTS

Pre-development notification

Prior to the commencement of development under the provisions of the SPZ Scheme, it is the developer's responsibility to notify the local planning authority using the Pre-development Notification Form attached in Appendix 4.

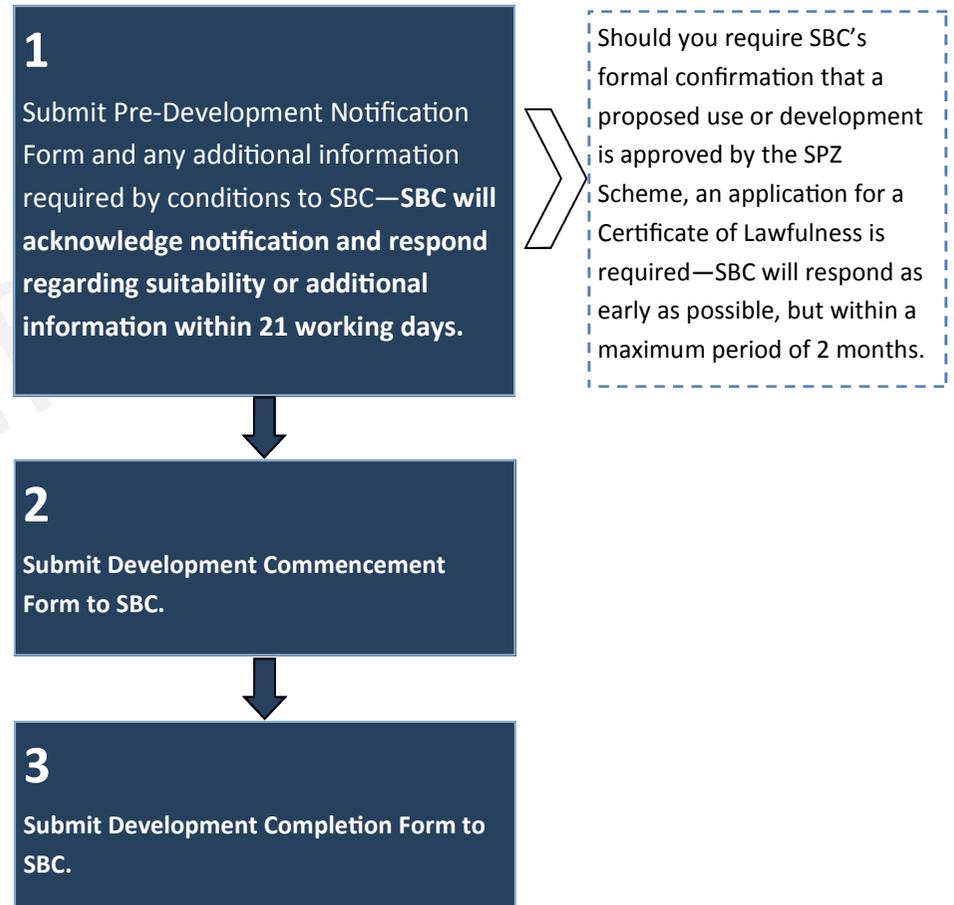
On receipt of a duly completed Pre-development Notification Form, the local planning authority will respond in writing within 21 days to acknowledge the development proposal. Failure to respond in writing within this period, or to request further information (with specified reasons) will be deemed to mean that the pre-notification requirement has been fulfilled.

It is important that accurate information is provided on this form to allow the Council to monitor development activity and ensure that development is in accordance with the SPZ development parameters. Failure to provide accurate information may lead to enforcement action being taken by the Council.

Commencement and Completion Notification

In addition to the Pre-development Notification Form developers are required to complete and return notification forms on commencement and completion of a development being carried out under the provisions of this SPZ Scheme (Appendix 4).

SPZ FIGURE 2—NOTIFICATIONS AND SUBMISSION OF INFORMATION



Miscellaneous information

Scheme Compliance and Rights of Appeal

Should prospective developers require SBC's formal confirmation that a proposed use or development is approved by the SPZ Scheme, an application for a Certificate of Lawfulness is required together with the requisite planning fee (Section 151 of the 1997 Act). SBC will endeavour to determine applications for a Certificate of Lawfulness in respect of the SPZ Scheme as early as possible, but within a maximum period of 2 months.

If the application is refused, the applicant will have the normal rights of appeal.

Environmental Impact Assessment

As set out in Circular 3/2011, any EIA development is explicitly excluded from SPZ Schemes.

Enforcement

If SBC considers that a development is in breach of the provisions of the SPZ Scheme, or other planning permission, the Council may take enforcement action. This action is undertaken at the discretion of the Council in accordance with SBC's Planning Enforcement Charter March 2014.

Monitoring Arrangements

For the SPZ Scheme to work efficiently, for outcomes to be measured and for it to achieve its primary objective of encouraging sustainable economic development, it is important that SBC are able to monitor the development activity. Using the information received through the pre-development notification process and the commencement and completion of development forms (Appendix 4).

Alteration of the SPZ Scheme

SBC intends that the SPZ Scheme will remain unaltered for the entirety of its period of operation (10 years). Under the provisions of Section 53 of the 1997 Act, however, the Council has the right to propose alterations to the Scheme including to add to, remove or otherwise alter the planning controls. In accordance with the regulations, alterations will be subject to further public consultation and will only come into effect 12 months from the date of adoption of the changes.

APPENDIX 1—Design and Landscape Framework

The Design and Landscape Framework for the Central Borders Business Park sets out criteria, parameters and guidance to deliver a successful place, that is locally distinctive, well designed, interconnected, accessible, a place of diversity, opportunity and a place to invest.

This Framework is designed as a working tool for developers to achieve a high quality built environment that integrates well with the area in terms of pedestrian and transport links. The Design and Landscape Framework sets standards on landscaping, layout and design to foster a dynamic business and commercially attractive environment that can offer opportunities for economic growth.

This framework should be read alongside the SPZ Scheme, with particular attention to its planning conditions.

HOW TO USE THE DESIGN AND LANDSCAPE FRAMEWORK

All developments must be considered against the guidance set out in this Design and Landscape Framework to ensure that the vision for the SPZ Scheme can be realised and maintained.

The Design and Landscape Framework is divided into the following sections:

- **Sustainability**
- **Placemaking & Design**
- **Landscape Framework**

SUSTAINABILITY

- Siting of developments, their orientation and design should be considered to help reduce the energy demand of new buildings in addition to the building standards energy requirements.
- Opportunities for including an element of on-site renewable energy generation and water recycling is encouraged, where it will be in accordance with the development parameters.
- There is capacity for a local energy network by way of a district heating system.
- Buildings and open spaces should have renewables generation capacity. Heat recovery technologies would be key (water and air source) as well as photovoltaic and solar thermal. The potential for heat recovery from waste water should be explored.

PLACEMAKING & DESIGN

Layout

- The position of new or extended buildings should respect existing building lines or establish new strongly defined building lines as set out in the Development Vision (SG Plan 2 of the Supplementary Guidance, page 11).
- The layout and positioning of new or extended buildings should allow for future development and be compatible with existing uses so as not to cause any unacceptable environmental impacts including loss of amenity or adverse effects on neighbouring properties in terms of the use, scale, noise, smell, traffic, hours of operation, vibration, dust or other general disturbance.
- Provision will be made for landscaping, screening and servicing in line with the Landscape Framework.
- Service yards, parking, refuse and storage space will be, where possible, located out of sight of surrounding roads or screened from view.
- Parking provision must meet the standards as set out within Appendix 2, para 8.0.

- Car parking areas will be designed to ensure that they are softened by landscaping but are also visible from the buildings to ensure security and safety.
- Developments should maximise the amount of permeable surfaces with suitable water attenuation measures to minimise surface water run-off.
- New developments will, where possible, ensure access to or connect to walking, cycling and public transport routes.

Building Design

- The use of distinctive building designs, roofscapes, exemplar quality materials with at least 50% of the frontage glazed is encouraged on the buildings located within the areas identified as 'Key Prominent Buildings', as identified within the Development Vision (SG Plan 2 of the Supplementary Guidance, page 11).
- Buildings will be designed to face the street with main entrances to the buildings visible from the road and adjoining footways.
- All building/structure heights (other than boundary treatments which will comply with the layout criteria) will not exceed two storeys, up to a maximum of 7 metres in height. This is with the exception of the 'key prominent buildings' at the entrances into the industrial estate as identified within the Development Vision of the Supplementary Guidance which could be up to three storeys, up to a maximum of 10 metres in height.
- Roofscapes should be of simple design to ensure consistency of ridge lines and heights throughout.
- The position of chimneys, flues or other external plant and equipment should be located at the least visible locations/positions, screened from view and should not protrude any more than one metre above the roofline.
- All developments will, wherever feasible, consider incorporating renewable or low carbon technology into the building design or layout.
- Elements such as street lighting, paving, landscaping and street furniture should have a unifying theme throughout the SPZ area.
- Boundary walls and fencing along the frontage of developments must not exceed 1.2metres in height (subject to compliance with condition 10) and should be of a material and design appropriate to the area.

- Plaza /shared surface arrangement between the key prominent building site to the south of the Railway Terminus and existing Eildon Mill site in order to provide setting to the buildings.
- It is possible that parking for the key prominent building to the west of the Eildon Mill site will need to be incorporated within the Eildon Mill site.
- The public realm outside the key prominent building to the west of the Eildon Mill site should extend across the road to create a large, clear, open and safe high quality public space making a clear connection between the building and it's parking area.

APPENDIX 2—Design and Landscape Framework

LANDSCAPE FRAMEWORK

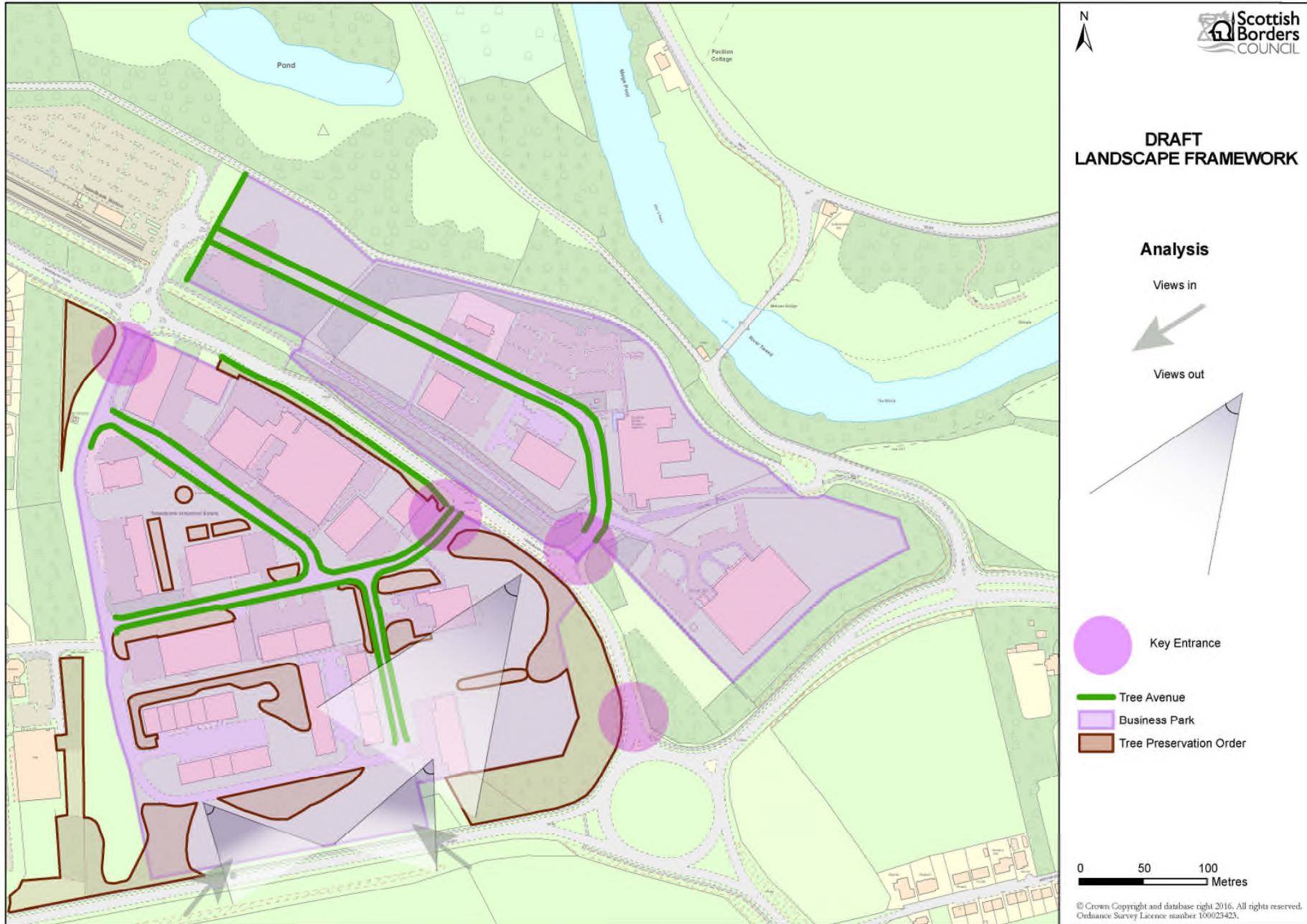
The Landscape Framework will be considered in conjunction with the Design Framework.

The landscape framework includes the following, these will be considered in relation to **all developments** within the SPZ area:

- Trees covered by the Tree Preservation Order (TPO) — consent will be required to undertake any works to the protected trees as detailed in SPZ Plan 3.
- A single entrance feature at the easterly entrance to Tweedbank to raise the profile and prominence of the Central Borders Business Park, as set out within the Development Vision (SG Plan 2 of the Supplementary Guidance, page 11).
- Improved and co-ordinated entrance gateways at the three entrances off Tweedbank Drive as set out in SG Plan 2 of the Supplementary Guidance, page 11.
- In respect of the existing woodland structure, the Tweedbank Industrial Estate and adjacent Tweedside Park benefit hugely from a well-developed woodland structure, much of which is protected by a TPO, which it will be essential to maintain. It should remain a key part of the landscape framework along the edges of the Central Borders Business Park but internally, with the consent of SBC's Tree Officer, there may be scope to undertake works to existing trees.
- A new layer of avenue tree planting along the internal access roads will add another structural landscape element to this business park landscape. The value of avenue tree planting is the relatively limited land take associated with trees, their visual permeability (into site), while still providing a vertical element in the landscape when viewed moving through the landscape. The tree avenues, as set out in SPZ Plan 3, will, where appropriate take into account existing structural tree planting and

build on it rather than replace it e.g. avenue tree planting and beech hedging along both sides of Tweedside Park.

- A subordinate, but no less important, layer of ground cover planting adding a low level horizontal element to the landscape. This groundcover planting will be a simplified version of what has been in place and is now seen as tired and over mature. Beech planted as a single species groundcover will establish through annual maintenance into a block which offers simplicity of form and colour, alternating between a delicate green foliage from May to October and a rich bronze foliage throughout the winter period. The beech block planting can be used strategically, where this is desirable, to limit views and screen at a low level.



APPENDIX 2—Transport Design Guidance

1.0 Introduction

- 1.1 The layout of the existing Business Park is focused primarily on the movement of vehicles. Following the restructuring of the Business Park it is expected there will be a more equal balance between placemaking and movement, where placemaking provides an environment for social interaction and an improved pedestrian setting. Whilst the existing road layout is satisfactory for the most part, there is an opportunity to improve pedestrian/cycle links within the sites.
- 1.2 This guide has been produced to provide advice to prospective developers and occupiers. It does not require a standards based approach to design. Rather it provides a framework which is a guide to development. It refers to **Key Reference Documents** where necessary. Designers are encouraged to consider a design led approach in the context of the ethos for the sites including ensuring the correct balance between place and movement.
- 1.3 Any development which accords with the minimum guidance as set out in this Appendix is acceptable and does not need to be approved by the Local Planning Authority (LPA). If any development departs from this guidance but is in accordance with other local adopted guidance at that time then this does not need to be approved by the LPA. However, if the developer cannot achieve the minimum standards then they will be required to seek specific approval from the LPA.
- 1.4 The Simplified Planning Zone (SPZ) allows permission for the principle of new accesses across the Business Park, where they are required, but the detailed design of the access will need approval under Section 56 of the Roads (Scotland) Act 1984. Vehicular access from a public road or prospective public road should generally be taken via a dropped kerb footway crossing.

Key Reference Documents

- 1.5 Established guidance is contained within the following:
- Designing Streets, or its most recent successor
 - The National Roads Development Guide (SCOTS), or its most recent successor
 - Manual for Streets (1 and 2), or the most recent successor of these documents
 - SEStran Parking Standards
 - Cycling by Design 2010 (Transport Scotland)
 - SUDS for Roads and the SUDS Working Party (SCOTS)
 - Roads for All: Good Practice Guide for Roads (Transport Scotland)
- 1.6 The advice set out in this Appendix clarifies the way in which the aforesaid guidance is applied to the land within the SPZ area.

2.0 Place and Movement Hierarchy

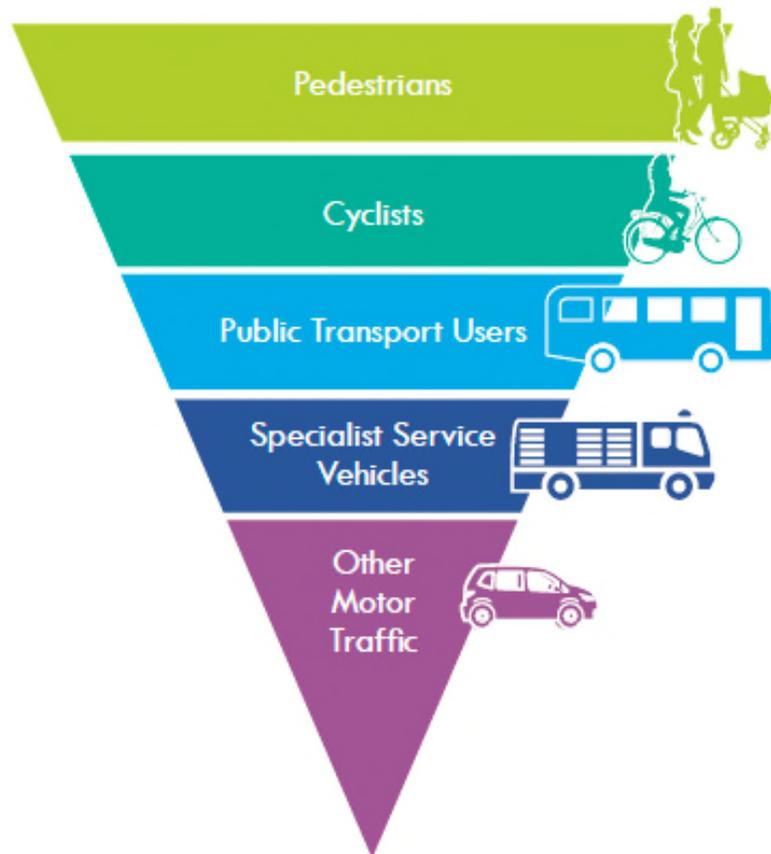
Place Hierarchy

2.1 The balance between place and movement changes with location, as described within the SPZ Zones on Page 5 of the SPZ.

User Hierarchy

2.2 The balance between place and movement changes with location however the user hierarchy remains the same and at all times within the Central Borders Business Park pedestrians and cyclists should be a primary consideration in the design of the park. Across the site all streets will be designed according to the user hierarchy shown below.

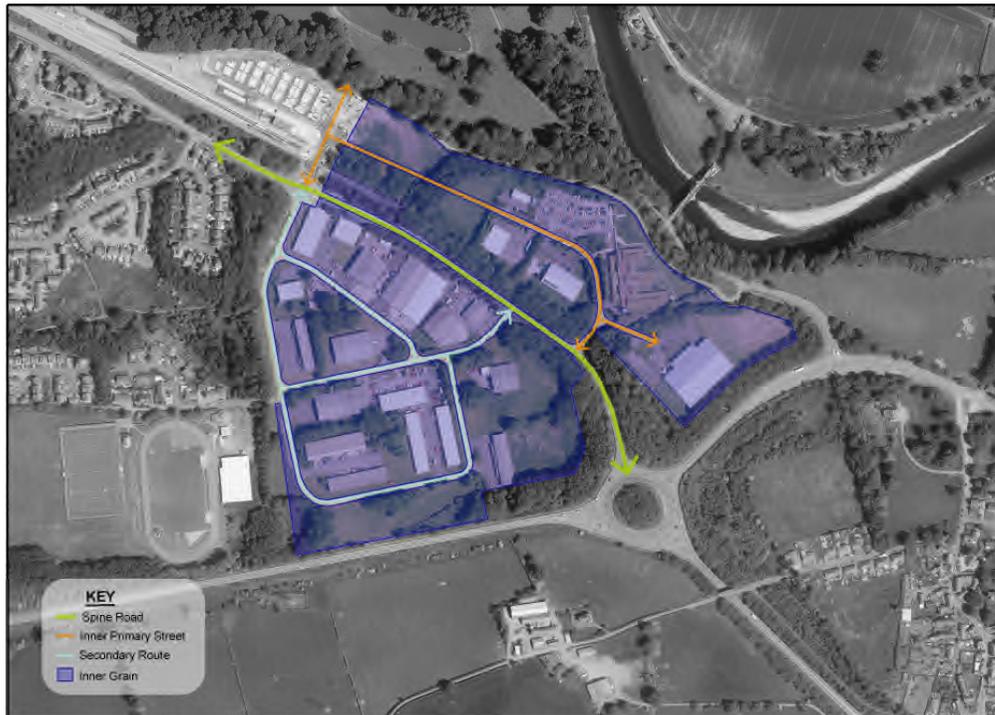
SPZ FIGURE 3—Design Hierarchy



Movement Hierarchy

2.3 Plan 4 shows the types of street within the Central Borders Business Park and these are described in SPZ Table 4.

SPZ Plan 4—Hierarchy of Streets



SPZ Table 4—Description of Street Hierarchy

Road Type	Name	Description
Spine Road	Tweedbank Drive	Main road though the Central Borders Business Park, providing the key access to the Railway Terminal from the A6091 and the Business Park itself. Provides access from the main external roads for movement of all modes including Heavy Goods Vehicles and Public Transport.
Inner Primary Street	Railway Station Access Road Tweedside Park	The streets are key routes within the Business Park which provide access to/from key development plots. The inner routes have high levels of pedestrian activity and should be designed at a pedestrian scale to prioritise non-vehicular movement and increase safety within the park.
Secondary Routes	All other streets	These streets are access routes to individual plots but are likely to be used by larger vehicles and are to be designed to prioritise pedestrians and cyclists.

3 Street Widths

- 3.1 The aim is to minimise carriageway width where there will be a significant pedestrian movement. Minimising width will minimise intimidation and contribute to a pedestrian scale. However, roads also need to be functional and serve the industrial and business movements. SPZ Table 5 sets out guidance on minimum carriageway widths for road types for the general areas within the SPZ.

SPZ Table 5—Street Widths

Road Type	Minimum Street Widths
Spine Road (Tweedbank Drive)	Existing width (no change)
Railway Station Access Road	Existing width (no change)
Tweedside Park	Existing width (no change). The future road linking Tweedside Park with the Railway terminal would be 7.3m wide as per the existing width of the carriageway.
Secondary routes	All other existing roads are 7.3m wide (carriageway) and there is scope to reduce this width to 6.3m on straight lengths of road and further to 5.5m for identified pedestrian crossing areas. Full detailed drawings of such carriageway narrowing shall be submitted to Scottish Borders Council for prior written approval. Thereafter the Scheme shall be implemented in full in the approved manner.

- 3.2 There will be exceptions to the minimum carriageway widths as shown in SPZ Table 6 below.

SPZ Table 6—Street Width Exceptions

	Exceptions
1	Minimum widths are appropriate but when plots are developed the nature of development should be considered.
2	At all junctions and turning areas road widths should be checked using swept path analysis to ensure vehicles do not overrun the footways/cycleways. In areas where overruns are possible then design solutions should be provided.
3	On roads with dedicated on street cycle lanes the carriageway should be wider than the minimums identified above.

4.0 Speed Limits

4.1 SPZ Plan 5 shows the speed limits that are proposed to apply within the SPZ, and on which road design and forward visibility are based.

SPZ Plan 5—Proposed Speed Limits within Tweedbank Industrial Estate and Tweedside Business Park



6.0 Junction Spacing

- 6.1 On Tweedbank Drive the number of junctions will be limited in the interests of prioritising movement. Away from this street, there is less restriction on the number of junctions, or junction spacing.
- 6.2 The need for junctions will need to consider a range of factors such as need for access, impact of that access, interaction between junctions and the effect on road safety and user delay.
- 6.3 In relation to any new accesses, the SPZ allows permission for the principle of new accesses across the Central Borders Business Park, where new accesses are required, but the detailed design of the access will need approval under Section 56 of the Roads (Scotland) Act 1984.
- 6.4 SPZ Table 8 provides guidance on junction access spacing per area and is based on the visibility splays shown at SPZ Plan 7.

SPZ Table 8—Junction Spacing

Road Type	Guidance
Tweedbank Drive and the Railway Terminal access road	New junctions will only be allowed through consultation with the Local Roads Authority
Tweedside Park	Minimum 43m
All other streets	Minimum 25m

- 6.5 It should be noted that any departures from the minimum junction spacing in SPZ Table 8 above will be allowed as long as the developer accords with the guidance in the Key Reference Documents. If the developer is not able to accord with either the guidance in SPZ Table 8 or the Key Reference Documents then they will be required to reach agreement with the LPA.

7.0 Pedestrians and Cyclists Provision

- 7.1 'Roads for All: Good Practice Guide for Roads' by Transport Scotland details requirements for inclusive design in the construction and operation of road infrastructure. This guidance will apply for the road infrastructure in the Central Borders Business Park.
- 7.2 Cyclists should be able to share both road carriageways and pedestrian routes.

- 7.3 New routes for pedestrians and cyclists will be a minimum of 2.5m in a bound surface. Such provision must be made in/adjacent to the road boundary adjacent to the site frontage.
- 7.4 All new buildings should provide secure and weather protected cycle parking at least in accord with the guidance document—Cycling by Design 2010 by Transport Scotland.
- 7.5 The occupants of new buildings should provide for showering facilities for cyclists and pedestrians and storage facilities for cycle equipment. These facilities do not need to be within the occupied building but they do need to be within reasonable reach by foot from the building.

8.0 Car Parking

- 8.1 Car parking shall be provided on the basis of Non-car Accessibility Level D in the SEStran Parking Standards publication. Although these are maximum standards of provision they will generally be the expected level of provision with the maximum provision numbers for Level C acting as an absolute minimum provision.

APPENDIX 3—Transport Statement

A Transport Statement has been undertaken by Mott MacDonald on behalf of Scottish Borders Council to provide traffic and transport related information that will complement and support the SG and SPZ for the Central Borders Business Park.

A detailed review of existing conditions has been carried out in the vicinity of the proposed development and traffic analysis undertaken to predict potential future traffic levels in line with indicative phasing provided by SBC. This has informed the following key recommendations:

Non-motorised users

- Facilities for pedestrians and cyclists within the Business Park are limited and improvements to infrastructure and facilities will be required as part of the proposed development to better accommodate access for these users.
- Within the industrial estate (south of Tweedbank Drive) it is recommended that where development takes place on both sides of an internal access road, a 2m wide footway should be provided on both sides of the road. Where development is on one side of an internal access road, a 2m wide footway should be provided on that side of the road.
- To improve access for both cyclists and pedestrians using Core Path 7 it is recommended that a 3m wide shared use footway be provided.
- To assist cyclists and pedestrians at the eastern end of Core Path 7 to cross Tweedbank Drive, it is recommended that a controlled crossing be considered on Tweedbank Drive between the priority access on the south side of the road and the Tweedbank Drive/Tweedside Park priority junction.
- As there is no footway on the north side of Tweedbank Drive, a new link should be provided between the proposed new crossing point and the path that runs along the solumn of the former railway line, thus providing a connection to Core Path 189/NCN 1 and the proposed development area on the north side of Tweedbank Drive.
- Should the railway line be extended south of Tweedbank the section of path utilising the solumn of the former railway line could if necessary be replaced by a new section of footway along the northern verge of Tweedbank Drive between the controlled crossing point and the Tweedside Park priority junction. Preliminary investigation suggests that there is sufficient width for this to be accommodated.
- It is recommended that improved pedestrian linkage be provided from Tweedbank Drive into the proposed development area on the south side of Tweedbank Drive at locations between the existing east and west accesses. This will aid permeability for pedestrians along the northern boundary of the site between the two existing vehicular accesses.
- It is recommended that a shared use footway be provided between the Tweedbank Drive/Station Access roundabout and Tweedbank View on the west side of the internal access road. This will also provide enhanced connectivity to Core Path 7 that runs through the site.
- It is recommended that a raised shared use surface area be provided between the Tweedbank Drive/Station Access roundabout and the first priority junction within the site approximately 65m south of the roundabout. This will act as a traffic calming feature and will also assist in discouraging inappropriate vehicular use of this access.

Public Transport

- Should the railway line be extended south of Tweedbank, it is recommended that buses continue to serve the station, albeit via Tweedside Park, as access via the Tweedbank Drive/Station Access roundabout would be severed. In this event, bus stop infrastructure including bus stops, shelters and passenger information should be provided along Tweedside Park between its junction with Tweedbank Drive and the existing stop at the railway station.

Vehicular Access

- Should the railway line be extended south towards Hawick, the existing access into the station via the Tweedbank Drive/Station Access roundabout would be severed by the railway and access to the station would be taken via Tweedbank Park.
- The existing access into the Industrial Estate from the north east from Tweedbank Drive should become the priority access to the proposed development for use by business and industrial related traffic and the access via the Tweedbank Drive/Station Access roundabout be used to access the key prominent buildings to the south of the Railway Terminus and the Tweedbank Sports Complex.

Junction Assessment

- Full junction capacity analysis at each of the three junctions that currently provide access to the Business Park should be undertaken.

Parking Arrangements

- Designated spaces for cycle parking should be provided which should be dispersed across the proposed development area. Good visibility and lighting is necessary in these areas to ensure appropriate security.

Road Signage

- It is recommended that the signing strategy be extended to cover traffic travelling to the proposed Central Borders Business Park and that signing on both the A6091 roundabouts, as well as on Tweedbank Drive be amended to reflect this.
- It is further recommended that signing be provided on Tweedbank Drive to indicate to drivers that general access to the proposed development on the south side of Tweedbank Drive be taken via the priority access, whilst access to the key prominent buildings to the south of the Railway Terminus and the Tweedbank Sports Complex be taken via the Tweedbank Drive/Station Access roundabout.

Speed Limits

- The strategy should be kept under review and speeds along Tweedbank Drive should continue to be monitored.

Traffic Calming

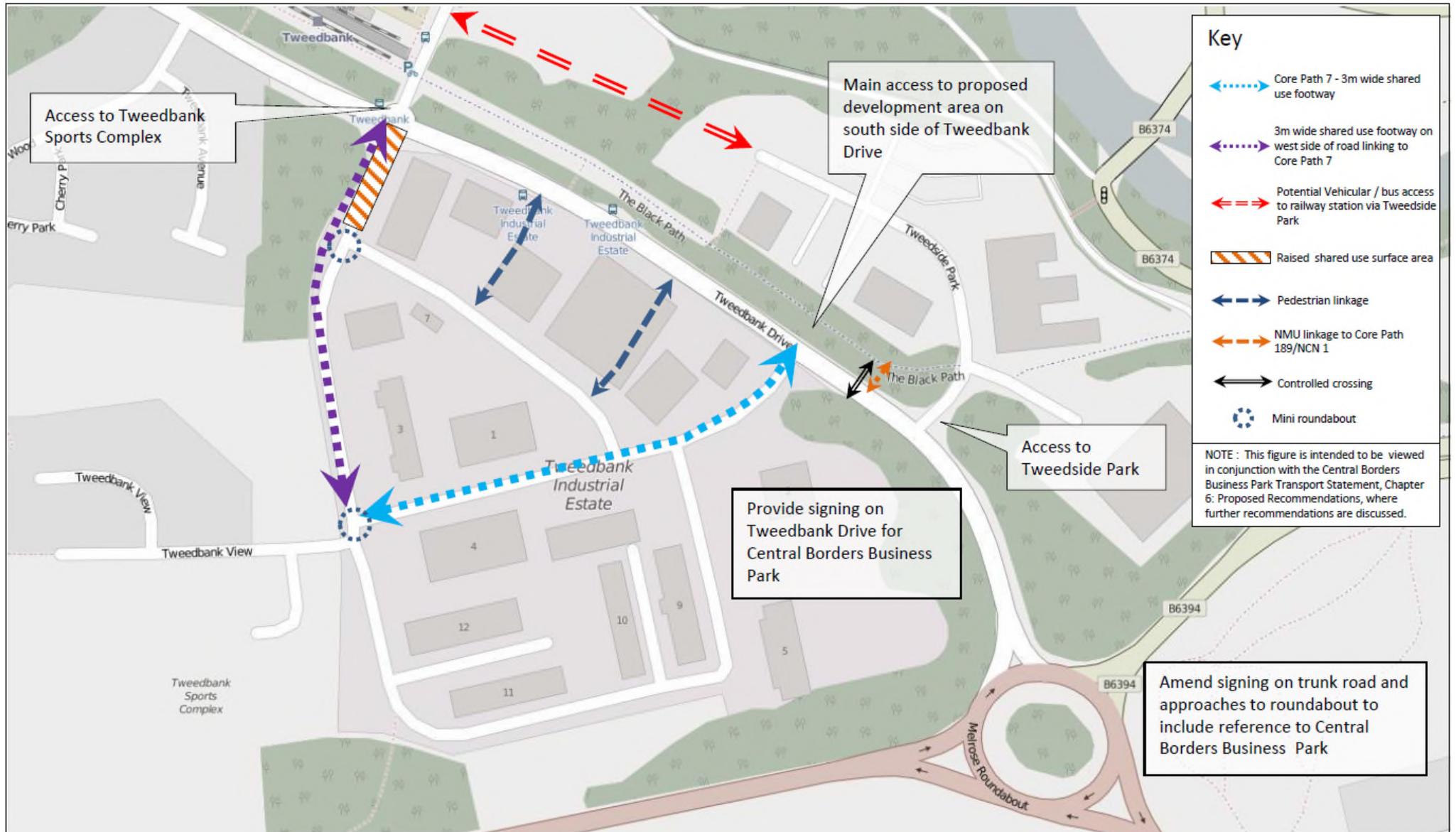
- It is recommended that ongoing monitoring of traffic volumes and speeds be undertaken and for the situation to be kept under review in consultation with the local community.

- Implementation of mini-roundabouts would act as traffic calming/speed reducing features on what is the longest straight length of road within the proposed development area. At mini roundabout at the most southerly of the above two referred junction locations would require the approach arm from Tweedbank View to be realigned in order for the mini-roundabout to be accommodated, within Tweedbank Industrial Estate, the provision of mini-roundabouts between Tweedbank Drive and Tweedbank View should be considered, to help provide traffic calming facilities in the vicinity of the key prominent buildings at this location.

The aforesaid recommendations are reflected in SPZ Plan 6.

Draft

SPZ Plan 6: Proposed Indicative Transport Measures



APPENDIX 4—Pre-development notification form

Notes for developers

By submitting this form you are notifying the Local Planning Authority (LPA), Scottish Borders Council, that you intend to carry out works that are permitted under the Central Borders Business Park Simplified Planning Zone (SPZ) Scheme.

Completion of this form is a mandatory requirement if development is undertaken under the provisions of the SPZ Scheme. It is essential that the LPA maintains an accurate record of the development activity so that the terms of the SPZ are not exceeded.

On receipt of this form, the LPA will acknowledge within 21 days to the agent or developer (if no agent is specified).

Acknowledgement of the form does not constitute the local planning authority's confirmation that the proposal is compliant with the SPZ. Developers requiring a formal decision from the LPA about the proposal's compliance with the SPZ must apply for a Certificate of Lawfulness of proposed use or development under section 151 of the Town and Country Planning (Scotland) Act 1997.

Please complete this form and return to the LPA together with the following minimum information:

- Site plan (scale 1:1250 or 1:2500)
- Block Plan (1:500 or 1:200)

All measurements should be provided in metric units and floor areas specified as gross internal area (GIA).

The completed form and plans should be sent by post / email to:

Regulatory Services
Scottish Borders Council
Council Headquarters
Newtown St Boswells
Melrose
TD6 0SA
onlineapplications@scotborders.gov.uk

Central Borders Business Park Simplified Planning Zone (SPZ)

Pre-development Notification Form

Part A: Developer Details

Applicant

Name	
Company/Organisation	
Address	
Postcode	
Telephone Number	
Email	

Agent

Name	
Company/Organisation	
Address	
Postcode	
Telephone Number	
Email	

Part B: Location of Proposed Development

Address/location of proposed development:

--

Part C: Details of the Proposed Development

Description of development or change of use (and Use Classes):

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With reference to SPZ Plan X, which zone (or zones) is the proposed development (please tick):

Zone A Zone B Zone C Zone D Zone E

Gross floor area and use of existing development (GIA):

Gross floor area and use of proposed development (GIA):

With reference to the Building Heights plan (Plan X), what is the height (metres) of the proposed development at its highest point (excluding plant)?

Does the proposal involve demolition of existing floorspace or other existing development?

Yes No

Estimated date of the commencement of works:

Part D: Developer Declaration

I/we hereby give notice of the intention to carry out the above development under the provisions of the Central Borders Business Park SPZ. I/we shall carry out the proposed works in accordance with the details included on this form and the associated scaled plans. I/we confirm that the development will be undertaken in accordance with the conditions and advisory notes of the SPZ. I/we understand that any material variation from the details I/we have provided will require a revised pre-development notification to be made. I/we also understand that the Local Planning Authority may take enforcement action if it considers that the proposed development is not permitted by the SPZ, or is not in accordance with the details that have been provided herewith.

Name:

Signature:.....

Date:.....

Submitted Information

I/we submit the following information (please tick):

- Site location plan (scale 1:1250 or 1:2500)
- Block plan (1:500 or 1:200)

Central Borders Business Park Simplified Planning Zone (SPZ)

Development Commencement Form

A person who has commenced development for which notification has been given under the terms of the SPZ, must, as soon as practicable after starting works, give notice to Scottish Borders Council by returning this completed Notice to: Chief Planning Officer, Regulatory Services, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA, onlineapplications@scotborders.gov.uk

Address	
Reference Number	
Proposal	
Applicant	
Previous notification date	
Full name and address of person(s), company or body carrying out the development (if different from applicant)	
Full name and address of all owner(s) of the land to be developed (if different from applicant)	
Full name, address and contact details of person(s), company or body appointed to oversee the carrying out of the development	
START DATE	

Signed Date

Central Border Business Park, Tweedbank

Development Completion Form

A person who completes development for which notification has been given under the SPZ, should, as soon as practicable after completion, give notice of completion to Scottish Borders Council by returning this completed form to: Chief Planning Officer, Regulatory Services, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA, onlineapplications@scotborders.gov.uk

Address	
Reference Number	
Proposal	
Applicant	
Notification Date	
COMPLETION DATE FOR DEVELOP-	

If the development is to be carried out in phases then this Notice must, as soon as practicable after each phase is completed, be returned to the address above.

Phase 1 completion date	

Signed Date