

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 conditions.
- There is capacity for a local energy network by way of a district heating system, this would be addressed further via the Building Standards process.
- 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 page 17).
- 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, lighting, 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 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 page 17).
- 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 1.2 metres 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 in order to provide setting to the buildings.
- It is possible that parking for the key prominent building to the north west of zEL39 will need to be incorporated within Zone C.
- The public realm outside the key prominent building to the north west of zEL39 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.
- The roof materials for new buildings should be of a visually recessive colour in order to reduce landscape and visual impact from elevated areas within the National Scenic Area.

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DESIGN AND LANDSCAPE FRAMEWORK

LANDSCAPE FRAMEWORK

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

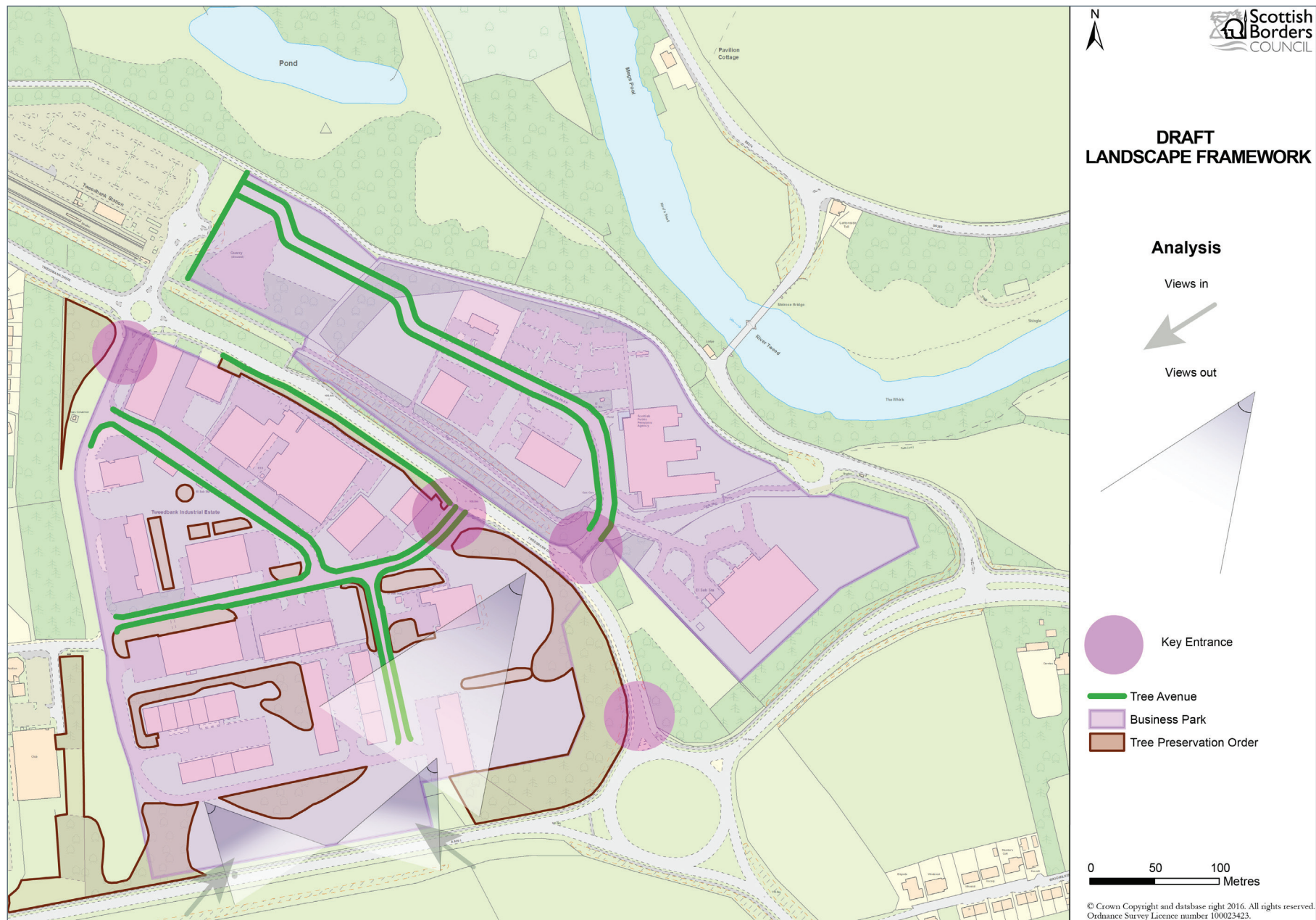
The landscape framework includes the following, these will be considered in relation to all developments within the SPZ area:

- 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 17).
- 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 17.
- 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.

SPZ PLAN 3—LANDSCAPE FRAMEWORK



APPENDIX 2

TRANSPORT DESIGN GUIDANCE

1. 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. 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 34 of the SPZ.

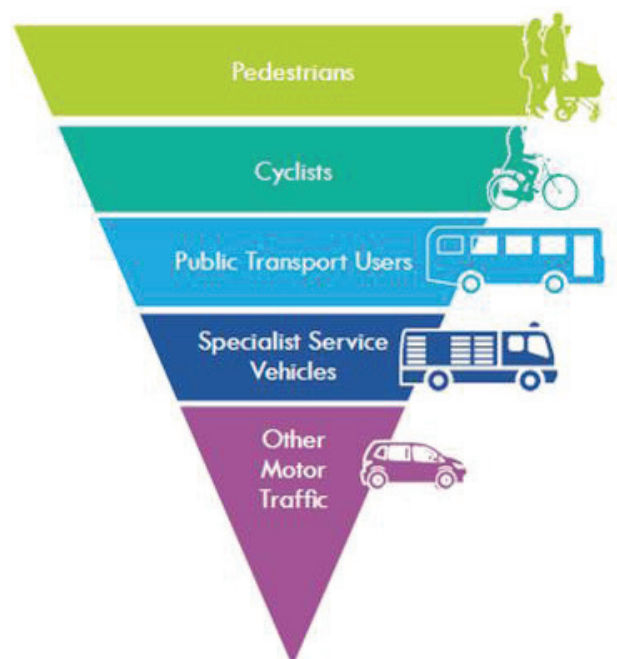
USER HIERARCHY

- 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.

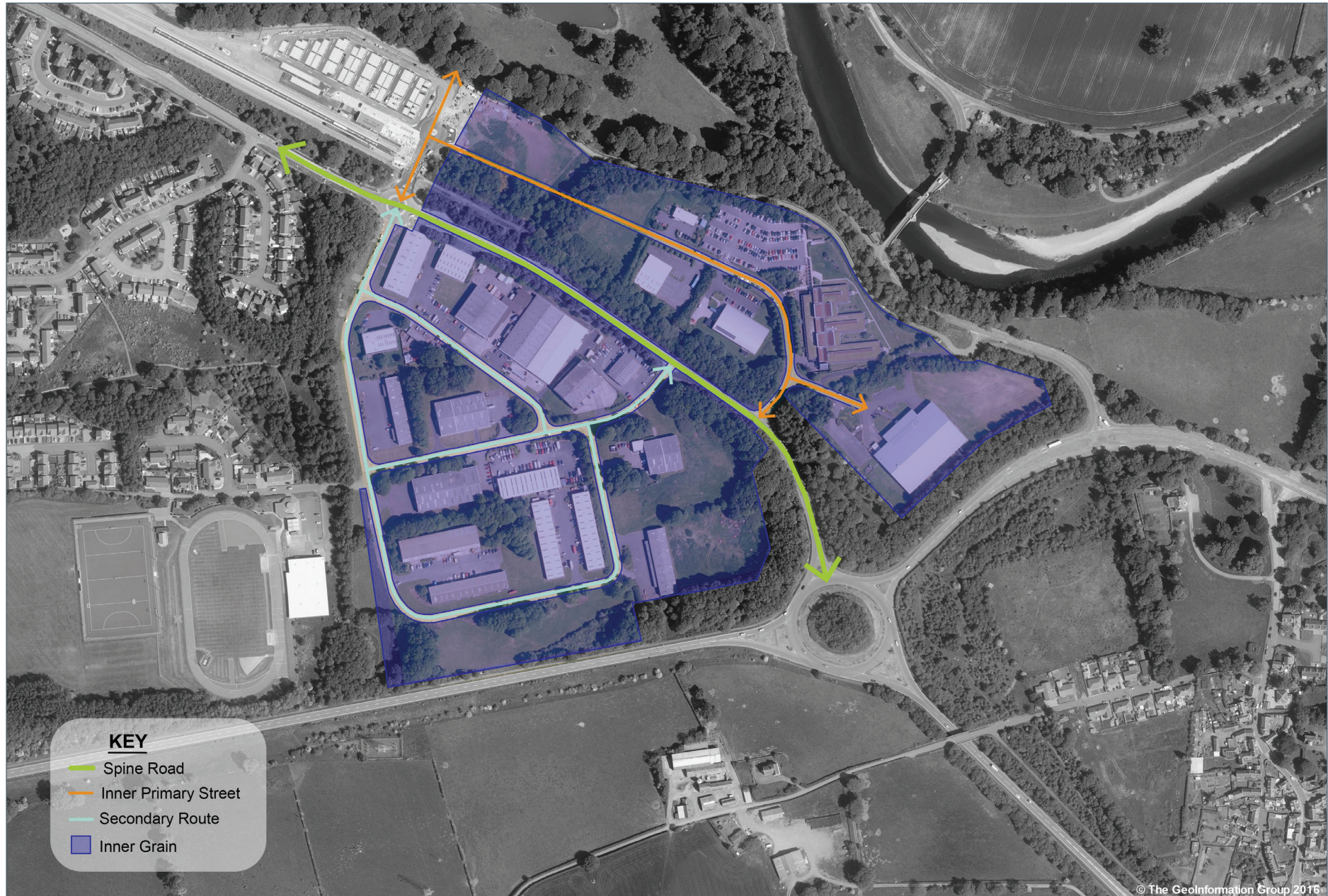
MOVEMENT HIERARCHY

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

SPZ FIGURE 3—DESIGN HIERARCHY



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. 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.

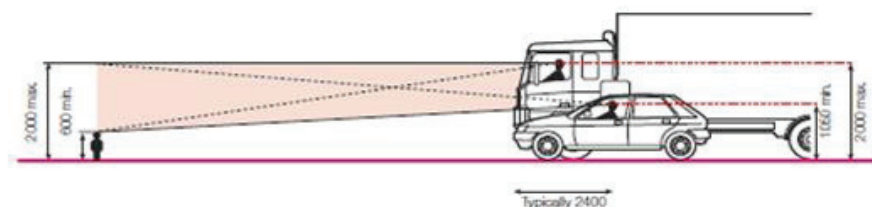
SPZ PLAN 5—PROPOSED SPEED LIMITS WITHIN TWEEDBANK INDUSTRIAL ESTATE AND TWEEDSIDE BUSINESS PARK



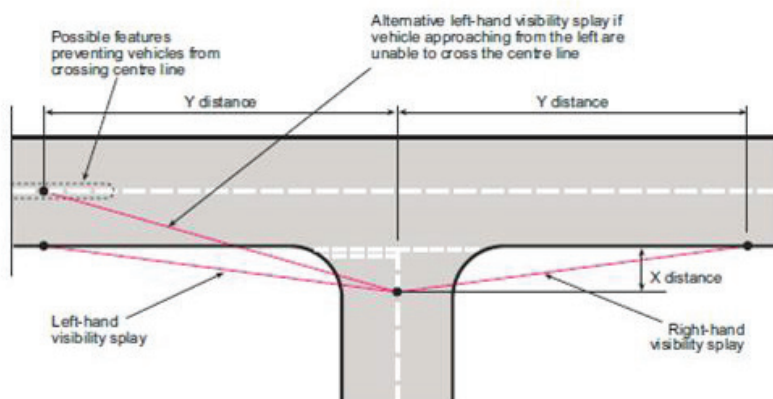
5. HIGHWAY VISIBILITY

- 5.1 Vertical visibility, forward visibility and visibility at junctions, will be in accordance with SPZ Plans 6, 7 and 8 respectively. The forward visibility distance for bends in the road and Y distance for junction visibility splays will be to the stopping sight distance (SSD) values adjusted for bonnet length in SPZ Table 7. The X distance required for junction visibility splays is 2.4m.

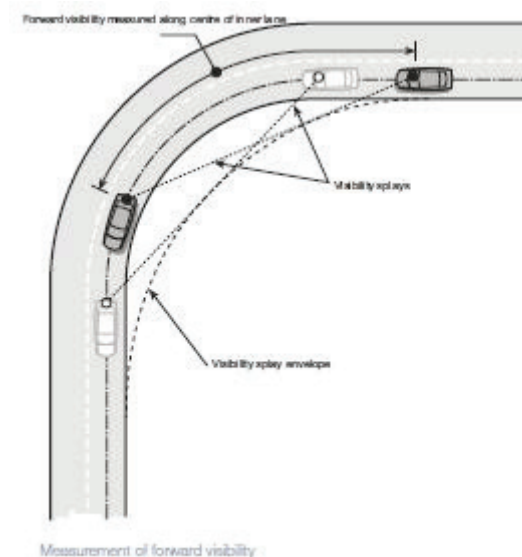
SPZ Plan 6—Cross Section of Vertical Visibility Envelope



SPZ Plan 7—Visibility Splays



SPZ Plan 8—Forward Visibility



SPZ Table 7—Stopping Sight Distance (SSD)

Speed	Kilometres per hour	16	20	24	25	30	32	40	45	48	50	60
	Miles per hour	10	12	15	16	19	20	25	28	30	31	37
	SSD (metres)	9	12	15	16	20	22	31	36	40	43	56
	SSD adjusted for bonnet length	11	14	17	18	23	25	33	39	43	45	59

6. 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	MINIMUM STREET WIDTHS
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. 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. 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 Tweedside 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. Assessment of the trunkroad network, specifically the A9061(T)/B6360/Tweedbank Drive roundabout as well as the local roads junction.

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

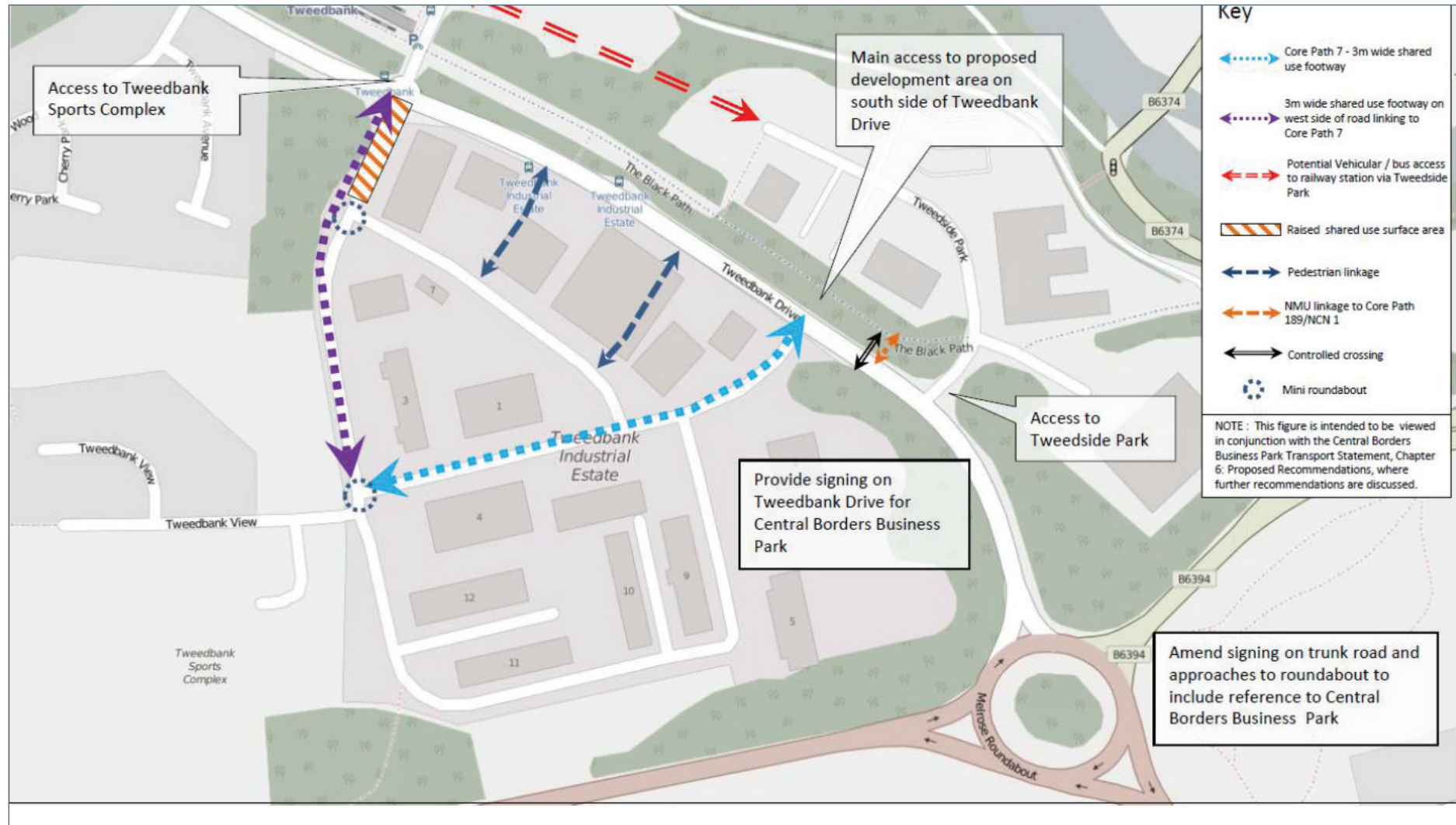
- The strategy should be kept under review and speeds along Tweedbank Drive should continue to be monitored.

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.

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

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:

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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 DEVELOPMENT	

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	
Phase 1 completion date	
Phase 1 completion date	
Phase 1 completion date	

Signed Date

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PLANNING POLICY & ACCESS TEAM

Regulatory Services | Scottish Borders Council | Council Headquarters | Newtown St Boswells | MELROSE TD6 0SA
tel: 0300 100 1800 | email: onlineapplications@scotborders.gov.uk | www.scotborders.gov.uk

