



Business Centre G.2 Waverley Court 4 East Market Street Edinburgh EH8 8BG Tel: 0131 529 3550 Email: [planning@edinburgh.gov.uk](mailto:planning@edinburgh.gov.uk)

Applications cannot be validated until all the necessary documentation has been submitted and the required fee has been paid.

Thank you for completing this application form:

ONLINE REFERENCE 100716935-001

The online reference is the unique reference for your online form only. The Planning Authority will allocate an Application Number when your form is validated. Please quote this reference if you need to contact the planning Authority about this application.

## Description of Proposed Works to Listed Building

Are the proposals to alter, extend or demolish the listed building(s)? \* ☐ Yes ☒ No

Are the proposals to vary or discharge conditions attached to a previous grant of listed building consents(s):\* ☐ Yes ☒ No

Has the work already been started and/or completed? \*

☒ No ☐ Yes – Started ☐ Yes - Completed

Please Note: it can be a criminal offence to undertake works that require listed building consent in advance of obtaining consent.

## Applicant or Agent Details

Are you an applicant or an agent? \* (An agent is an architect, consultant or someone else acting on behalf of the applicant in connection with this application)

☒ Applicant ☐ Agent

## Applicant Details

Please enter Applicant details

|                      |                                       |                                                      |                                               |
|----------------------|---------------------------------------|------------------------------------------------------|-----------------------------------------------|
| Title:               | <input type="text" value="Ms"/>       | You must enter a Building Name or Number, or both: * |                                               |
| Other Title:         | <input type="text"/>                  | Building Name:                                       | <input type="text"/>                          |
| First Name: *        | <input type="text" value="Jane"/>     | Building Number:                                     | <input type="text" value="14"/>               |
| Last Name: *         | <input type="text" value="Kille"/>    | Address 1 (Street): *                                | <input type="text" value="Douglas Crescent"/> |
| Company/Organisation | <input type="text"/>                  | Address 2:                                           | <input type="text"/>                          |
| Telephone Number: *  | <input type="text" value="REDACTED"/> | Town/City: *                                         | <input type="text" value="Edinburgh"/>        |
| Extension Number:    | <input type="text"/>                  | Country: *                                           | <input type="text" value="Scotland"/>         |
| Mobile Number:       | <input type="text"/>                  | Postcode: *                                          | <input type="text" value="EH12 5BB"/>         |
| Fax Number:          | <input type="text"/>                  |                                                      |                                               |
| Email Address: *     | <input type="text" value="REDACTED"/> |                                                      |                                               |

## Site Address Details

Planning Authority:

City of Edinburgh Council

Full postal address of the site (including postcode where available):

Address 1:

2F

Address 2:

14 DOUGLAS CRESCENT

Address 3:

NEW TOWN

Address 4:

Address 5:

Town/City/Settlement:

EDINBURGH

Post Code:

EH12 5BB

Please identify/describe the location of the site or sites

Northing

673585

Easting

323826

## Existing and Proposed Uses

Please describe the current use: \* (Max 500 characters)

Domestic dwelling on top floor. Windows to street, facing NW to N receiving prevailing winds. Current dormer windows are single glazed. One room, single window, main bedroom. One room triple window bay, main living room.

Please describe the proposed use: \* (Max 500 characters)

Continue with same use bedroom/living room replacing all single glazing with double glazing.

## Pre-Application Discussion

Have you discussed your proposal with the planning authority? \*

☐ Yes ☒ No

## Listed Building Category

Please state the category of listing (if known) of the building in the list of Buildings of Special Architectural or Historic interest: \*

- ☐ Category A
- ☒ Category B
- ☐ Category C
- ☐ A (Group)
- ☐ B (Group)
- ☐ Ecclesiastical Category A
- ☐ Ecclesiastical Category B
- ☐ Ecclesiastical Category C
- ☐ Don't Know

## Demolition of Listed Building

Does the proposal involve demolition of a listed building or a building within the curtilage of a listed building? \*

- ☐ Total or substantial demolition of the listed building
- ☐ Total or substantial demolition of a building within the curtilage of the listed building
- ☒ Other (partial demolition or alterations)

## Listed Building Alterations

Do the proposed works include alterations and/or extension to a listed building? \*

☐ Yes ☒ No

(This may be in addition to any demolition works specified previously)

## Proposal Relating to Listed Building

Are there any current applications or existing consents or permissions for this site? \*

☐ Yes ☒ No

## Planning Service Employee/Elected Member Interest

Is the applicant, or the applicant's spouse/partner, either a member of staff within the planning service or an elected member of the planning authority? \*

☐ Yes ☒ No

## Certificates and Notices

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997

The Town and Country Planning (Listed Building and Buildings in Conservation Areas) (Scotland) Regulations 1987

One Certificate must be completed and submitted along with this form; either Certificate A, Certificate B or Certificate C.

Are you the sole owner of ALL the land/building relevant to this proposal? \*

☐ Yes ☒ No

Are you able to identify and give appropriate notice to ALL the other owners?

☒ Yes ☐ No

## Certificate Required

The following Land Ownership Certificate is required to complete this section of the proposal:

Certificate B

# Certificates

The certificate you have selected requires you to distribute copies of the Notice 1 document below to all of the owners that you have provided before you can complete your certificates.

Notice 1 is required

☒ I understand my obligations to provide the above notice before I can complete the certificates. \*

## Land Ownership Certificate

Certificate and Notice

The Planning (Listed Buildings and Conservation Areas) (Scotland) act 1997

The Town and Country Planning (Listed Buildings and Buildings in Conservation Areas) (Scotland) Regulations 1987

Certificate B

I hereby certify that –

(1) - I have/The Applicant has served notice on every person other than myself/the applicant who, at the beginning of the period of 21 days ending with the date of the accompanying application was owner [note 1] of any part of the land to which the application relates.

Name:

Address:

14, Douglas Crescent, Edinburgh, Scotland, EH12 5BB

Date of Service of Notice: \*

19/06/2025

Name:

Address:

14, Douglas Crescent, Edinburgh, EH12 5BB

Date of Service of Notice: \*

19/06/2025

Signed: Ms Jane Kille

On behalf of:

Date: 19/06/2025 15:39:18

Note 1 – Any person who, in respect of any part of the land, is the owner or is the lessee under a lease thereof of which not less than 7 years remain unexpired.

## Checklist – Application for Listed Building Consent

Please complete the following checklist to make sure you have provided all the necessary information in support of your application. Failure to submit the necessary information may result in your application being deemed invalid. The planning authority will not start processing your application until it is valid.

A Location plan which identifies the land to which the application relates drawn to an identified scale  
And showing the direction of north. \*

☒ Yes ☐ No

A copy of other detailed plans, drawings, photographs (with annotations to describe the details of  
Materials and workmanship) as necessary to describe your proposals. \*

☒ Yes ☐ No

Elevations. \*

☐ Yes ☒ No

Floor Plans. \*

☐ Yes ☒ No

Roof Plan. \*

☐ Yes ☒ No

Does your plan include:

Sections. \*

☐ Yes ☒ No

Perspectives of Photomontages. \*

☐ Yes ☒ No

Block Plan. \*

☐ Yes ☒ No

Special Detailed Drawing. \*

☐ Yes ☒ No

Detailed specification of finishes. \*

☒ Yes ☐ No

Current or old photographs. \*

☒ Yes ☐ No

What other information are you submitting in support of your application? \*

- ☐ Design Statement.
- ☒ Supporting Statement.
- ☐ Condition Survey Report.
- ☐ Feasibility Study.
- ☐ Development Appraisal.
- ☐ Environmental Impact Statement.
- ☐ Conservation Survey/Statement/Plan.
- ☐ Other.

## Declare – Listed Building Consent

I, the applicant/agent certify that this is an application for listed building consent as described in this form the accompanying plan/drawings and additional information.

Declaration Name: Ms Jane Kille

Declaration Date: 20/06/2025