

Business Centre G.2 Waverley Court 4 East Market Street Edinburgh EH8 8BG Tel: 0131 529 3550 Email: 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 100738693-002

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 Advertisement(s)

Please describe the proposal: (You must select at least one) *

- Fascia sign Box sign Canopy Projecting sign
 Hoarding Flag Advance sign Other

How many advertisement signs are you seeking consent for? *

2

Will the advertisement(s) be illuminated or non-illuminated? *

non-illuminated

Please describe the type and colour of illumination to match the details on your plans. (e.g. by external white floodlights, internal blue lighting etc): * (Max 500 characters)

Please describe the dimensions of the advert, materials used for its construction and the methods to be used for fixing it to the building: * (Max 500 characters)

Fascia: The lettering shall be hand painted by a professional letterer in black one-shot enamel finish paint. The proposed painted signage lettering shall be circa 400mm in height so that it does not occupy more than 2/3rd of the 600mm deep fascia it is painted on. Projecting Sign: Traditional timber with wrought iron bracket fixed with bolts. The sign will not project more than 610mm from the building. The sign's full length is 850mm. The total area of all timber parts of the sign is 0.34m².

Will any of the proposed advertisement(s) project over a footway or public road? *

Yes No

Is this a renewal of a previous consent: *

Yes No Dont Know

Site Address Details

Planning Authority:

City of Edinburgh Council

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

Address 1:

24 HADDINGTON PLACE

Address 2:

BROUGHTON

Address 3:

Address 4:

Address 5:

Town/City/Settlement:

EDINBURGH

Post Code:

EH7 4AF

Please identify/describe the location of the site or sites

Northing

674782

Easting

326272

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="Tara"/>	Building Number:	<input type="text" value="24"/>
Last Name: *	<input type="text" value="McGilvray-Guard"/>	Address 1 (Street): *	<input type="text" value="Haddington Place"/>
Company/Organisation	<input type="text" value="Wheel of Fate"/>	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="United Kingdom"/>
Mobile Number:	<input type="text"/>	Postcode: *	<input type="text" value="EH7 4AF"/>
Fax Number:	<input type="text"/>		
Email Address: *	<input type="text" value="[REDACTED]"/>		

Advertisement(s) Period

Please state the period of time for which consent is sought for the advertisement: *

5 Years More or less than 5 years

Pre-Application Discussion

Have you discussed your proposal with the planning authority? *

Yes No

Pre-Application Discussion Details Cont.

In what format was the feedback given? *

Meeting Telephone Letter Email

Please provide a description of the feedback you were given and the name of the officer who provided this feedback. If a processing agreement [note 1] is currently in place or if you are currently discussing a processing agreement with the planning authority, please provide details of this. (This will help the authority to deal with this application more efficiently.) * (max 500 characters)

I spoke with Planning Technician Stephen Leslie who informed me that my initial Planning Permissions application was missing elevation drawings, and that I needed to apply for Advertising and Listed Buildings consent.

Title:	<input type="text" value="Mr"/>	Other title:	<input type="text"/>
First Name:	<input type="text" value="Stephen"/>	Last Name:	<input type="text" value="Leslie"/>
Correspondence Reference Number:	<input type="text" value="none"/>	Date (dd/mm/yyyy):	<input type="text" value="16/12/2025"/>

Note 1. A Processing agreement involves setting out the key stages involved in determining a planning application, identifying what information is required and from whom and setting timescales for the delivery of various stages of the process.

Interest in the Land

Does the applicant own the land or buildings concerned? *

Yes No

Has the permission of the owner or any other person entitled to give permission for the display of an Advertisement been obtained? *

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

Checklist – Application for Consent to Display an Advertisement

Please complete the following checklist to make sure you have provided all the necessary information in support of your application. Failure to submit all this 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 plans and drawings or information necessary to describe the proposals. * (two must be selected)

- Site Plan or block plan identifying where advert will be displayed.
- Detailed Elevations.
- Drawings of signs (including details of illumination).
- Cross sections of signs showing relationship to building.
- Photomontage.

Owners consent: Yes No

You must submit a fee with your application. Your application will not be able to be validated until the appropriate fee has been received by the planning authority.

Declare – Advertisement Consent

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

Declaration Name: Ms Tara McGilvray-Guard

Declaration Date: 05/01/2026

Payment Details

Online payment: 7676150184696782204233;
Payment date: 05/01/2026 12:10:00

Created: 05/01/2026 12:10