



## Shetland Islands Council Coastal and Marine Planning Team

### Pre-Application Form: Aquaculture or Works Licence Advice

Please complete all sections and use this form if you are seeking pre-application advice for either an aquaculture development (e.g. a fish farm) or other marine development (works licence).

Contact Name:
Contact Address:
Contact Telephone:
Contact Email Address:

#### Location of proposed development

Please identify/describe the location of the site and include the latitude/longitude if possible.

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#### Description of proposed development

Provide as much information as possible. Please include any existing planning permission/works licence reference number.

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#### The following documents will improve our assessment of your proposal

<b>Recommended</b>	<b>Included: Yes/No</b>
All dimensions/scales in metric.	
Location plan (scale 1:1250 or 1:2500) with the site outlined in red.	
Site layout plan (scale 1:500 or 1:200).	

<b>Additional Useful Information</b>	<b>Included: Yes/No</b>
All dimensions/scales in metric.	
Sketches and/or elevations of the proposed development.	
Photographs of the site.	
Indicative drainage details (if relevant).	
Indicative access details (if relevant).	

List/add any other submitted information, documents or plans which may aid consideration of the proposal (if relevant).

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**Declaration**

I confirm that all information submitted in support of this advice request is, to the best of my knowledge, true and accurate. I understand that any advice provided will be based on the information available and the polices and site constraints prevailing at the time, and any advice provided is without prejudice to any subsequent decision made by the Council on receipt of any subsequent formal planning or works licence application.
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Name:
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Date:
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Please Note:

- The form should be completed electronically. Please send completed forms, with all accompanying information, documents or plans by email to: [marine.planning@shetland.gov.uk](mailto:marine.planning@shetland.gov.uk).
- If you have any queries regarding completion of this form contact us on 01595 744293, between the hours 09:00 to 17:00, Monday to Friday, and ask for a 'marine planner'.
- Please be aware that our pre-application service is confidential. However, in order to provide you with an informed response, we may have to seek the views of statutory and non-statutory consultees. This will be likely for large-scale or complex proposals.
- Once your pre-application form is received by us we will aim to respond within 21 days. Responses to large-scale or complex proposals may take longer.