



# CERTIFICATE OF DISABLEMENT FORM FOR EXEMPTION FROM PAYMENT OF A PLANNING APPLICATION FEE

## Town and Country Planning (Fees for Applications and Deemed Applications) (Scotland) Regulations 2004

A disabled person may not require to pay a planning fee where the application is to alter or extend an existing dwellinghouse, or to carry out operations within the curtilage of an existing dwellinghouse, where the planning authority is satisfied that the proposed development is intended solely to improve access, safety, health or comfort for a disabled person who is living in the house. This applies to cases where the disabled person is not yet in residence. The exemption does not apply to the construction of a new dwellinghouse. Applications for operations in connection with a building to which the public have access are also exempt from payment of a fee if the planning authority is satisfied that the proposed development is intended solely to provide means of access to or within the building for disabled persons.

This form should be completed by an occupational therapist or doctor and submitted with the application in lieu of the fee. Please use block capitals and where possible include an official stamp from your practice or place of employment.

I, the undersigned, confirm that –

Mr/Mrs/Miss/Ms .....

Address .....

Post code .....

is a disabled person \* and would benefit from this development proposal in the terms indicated above.

Name .....

Space for Official Stamp

Signature .....

Occupation .....

Address .....

.....

Post code .....

\* Under the Equalities Act 2010 a disabled person is someone who has “a physical or mental impairment that has a substantial and long term adverse effect on the ability to carry out normal day to day activities”

**Once completed, please return this form to;**

Development Management, Planning and Economic Development Service,  
East Ayrshire Council, PO Box 26191, Kilmarnock, KA1 9DX

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e-mail: [submittoplaning@east-ayrshire.gov.uk](mailto:submittoplaning@east-ayrshire.gov.uk)