


In order to register your Local Place Plan you need to make sure, you have provided all the information in the checklist below. You can organise a pre-submission meeting by contacting the Policy & Strategy Team: [LPPS@eastlothian.gov.uk](mailto:LPPS@eastlothian.gov.uk)

|   | <b>Registration Requirements</b>  | <b>Relevant Paragraphs:<br/><a href="#">Circular 1/2022</a> Local<br/>Place Plans*</b> |  |
|---|---|--|---|
| 1   | A copy of the finalised Local Place Plan  |  |   |
| 2   | Confirmation of the Community Body's status.  | <i>Paras 61 – 64</i>   |   |
| 3   | Contact details for your organisation.  | <i>Para 65</i>   |   |
| 4   | A map of the boundary of the Local Place Plan.  | <i>Paras 37; 41; 43</i>  |   |
| 5   | A statement explaining how the Local Place Plan has regard to National Planning Framework, Local Development Plan and Locality Plan (referred to in East Lothian as "Area Plans").  | <i>Paras 25 – 31; 68 – 69</i>  |   |
| 6   | Statement of your proposals as to the development or use of land or building.   | <i>Paras 18-21; 41 - 45</i>  |   |
| 7   | A map showing proposals for development or use of land or building.   | <i>Paras 41 - 45</i>   |   |
| 8   | A statement explaining how the proposals in the LPP align with, or differ from, the relevant policies and development proposals in the plans (in 5 above), and why it considers that the Local Development Plan should be amended in light of this. | <i>Paras 32 – 35; 70</i>   |   |
| <b>Evidence of compliance with the requirements of regulation 4</b> |   |  |   |
| 9   | Before submission of your plan, make sure you have sent an Information Notice and copy of the proposed Local Place Plan to all relevant Councillors and Community Councils.<br><br>(The period for comments on the plan                             | <i>Paras 49 – 58; 66-67</i>  |   |

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|    | should be no less than 28 days after the date of the notice).  |                           |  |
| 10 | Records of when and to whom the Information Notice was sent (required local councillors and community councils). | <i>Paras 49-53; 66-67</i> |  |
| 11 | Evidence of level of community support for the Local Place Plan and how the Community Body reached that view.    | <i>Paras 71 - 73</i>      |  |
| 12 | Copies of additional relevant documents as appropriate.  | <i>Paras 74-76</i>        |  |