**Checklist - Request to Agree Extension of Operational Hours**

This checklist should be completed alongside your written request and submitted to [development.central@fife.gov.uk](mailto:development.central@fife.gov.uk?subject=Request%20to%20agree%20extension%20of%20operational%20hours)

For more information visit [www.fife.gov.uk/extensions-to-permitted-hours-of-operation](https://www.fife.gov.uk/extensions-to-permitted-hours-of-operation)

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| --- | --- |
| Applicant Name / Address  (when completing this section, please be aware this information will be published online) |  |
| Planning Application Reference |  |
| Relevant Condition No. Specify restriction imposed by Condition: |  |
| If no Condition, confirm no other restrictions of planning permission limit operation/construction hours by other means (eg: via an approved Scheme of Works documents or via other approved documents forming part of the planning permission) |  |
| Hours Requested  (Normally Mon- Sat 07:00 – 21:00 |  |
| Please Detail the reason for requesting extended hours |  |
| Please Detail any Measures you propose to deploy to reduce the Impacts on occupiers of adjacent properties | |
| Site Management Measures  (e.g. restricting noisy types of activity to 9-5pm) |  |
| Physical Noise Mitigation Measures |  |
| Complaints Handling Process |  |
| Other Factors |  |