

Ref: CM

Date: 25 October 2022

**A meeting of the Planning Board will be held on Wednesday 2 November 2022 at 3pm.**

**Members may attend the meeting in person or via remote online access. Webex joining details will be sent to Members and Officers prior to the meeting. Members are requested to notify Committee Services by 12 noon on Tuesday 1 November 2022 how they intend to access the meeting.**

**In the event of connectivity issues, Members are asked to use the *join by phone* number in the Webex invitation.**

**Information relating to the recording of meetings can be found at the end of this notice.**

IAIN STRACHAN  
Head of Legal & Democratic Services

## **BUSINESS**

**\*\*Copy to follow**

1.	<b>Apologies, Substitutions and Declarations of Interest</b>	<b>Page</b>
2.	<b>Planning Applications</b> Report by Interim Director, Environment & Regeneration on applications for planning permission as follows:	
(a)	<b>Mr J Nellis</b> Change of use and conversion of guesthouse to form three flatted dwellings with erection of extension at side to accommodate staircase; installation of enlarged dormer window at front; installation of window at first floor level at side; installation of rooflight and enlarged rooflights at side: Lindores Manor, 61 Newark Street, Greenock (22/0152/IC)	<b>p</b>
(b)	<b>Mr Paul Cook and Mrs Karen Cook</b> Extension and alterations including formation of vehicle drop off: 6 Gleneagles Drive, Gourrock (22/0199/IC)	<b>p</b>

The reports are available publicly on the Council's website and the minute of the meeting will be submitted to the next standing meeting of the Inverclyde Council. The agenda for the meeting of the Inverclyde Council will be available publicly on the Council's website.

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Enquiries to – **Colin MacDonald** – Tel 01475 712113

**Report To: The Planning Board**

**Date: 2 November 2022**

**Report By: Interim Director  
Environment and Regeneration**

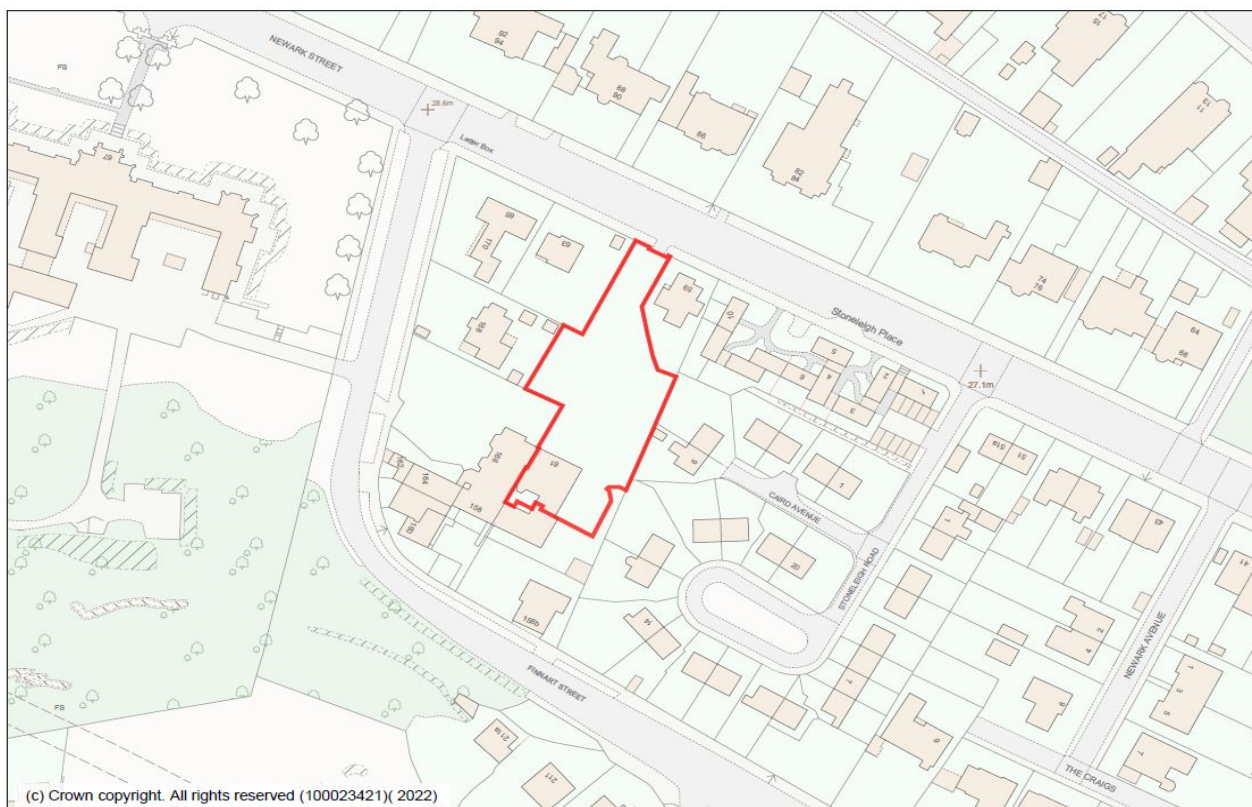
**Report No: 22/0152/IC**

**Local Application  
Development**

**Contact Officer: Sean Mc Daid**

**Contact No: 01475 712412**

**Subject: Change of use and conversion of guesthouse to form three flatted dwellings with erection of extension at side to accommodate staircase; installation of enlarged dormer window at front; installation of window at first floor level at side; installation of rooflight and enlarged rooflights at side at Lindores Manor, 61 Newark Street, Greenock**



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### **SUMMARY**

- The proposal accords with the both the adopted and proposed Inverclyde Local Development Plans.
- Representations were received.
- The consultation responses present no impediment to development.
- The recommendation is to GRANT SUBJECT TO CONDITIONS.

Drawings may be viewed at:

[22/0152/IC | Change of use and conversion of guesthouse to form three flatted dwellings with erection of extension at side to accommodate staircase; installation of enlarged dormer window at front; installation of window at first floor level at side; installation of rooflight and enlarged rooflights at side | Lindores Manor 61 Newark Street Greenock PA16 7TE \(inverclyde.gov.uk\)](#)

## **SITE DESCRIPTION**

The site is part of a Category C listed building which contains a number of residential properties and had been a hotel/guesthouse. The part of the building that is the subject of this application is two and a half storeys with dormer windows of different sizes and designs on the north-east facing (front) roof slope. The building is constructed from stone and has slates on the roof. The windows are white coloured timber. There is an entrance portico on the front elevation and the front door is brown in colour. There is an emergency exit door with steps on the south-east facing (side) elevation as well as an access ramp. There are also external steps that lead down to the basement.

The building is set back from Newark Street and a tarmac driveway slopes up from the entrance to the site off Newark Street before levelling off at the front and side of the building. There are stone gate posts at the entrance to the site. There is a parking area at the side of the driveway adjacent to the sloping front lawn and a parking area at the front of the building. There is a timber fence at the side of the tarmac area at the side of the building and beyond this there is an access to the property at the rear. There are a variety of trees at the site.

The surrounding area is predominately residential in character. The site is also located in the Greenock West End Conservation Area.

## **PROPOSAL**

Planning permission is sought to convert the application site to three flatted dwellings, to erect a side extension and carry out various external alterations associated with the conversion. There is to be a flatted dwelling on each of the ground, first and second floors. The submitted drawings show various internal alterations associated with the proposed conversion to the three flatted dwellings.

The proposed extension is to be attached to the south-east facing elevation with the existing external steps and access ramp removed. The extension is to accommodate a stairwell to access the proposed flatted dwellings on the first and second floors. The extension is to extend out by approximately 3m and is to be approximately 4.8m long. The extension is to have a flat roof that is approximately 8.3m high. The top of the roof is to be below the eaves lines of the roof of the building. The main external materials to be used on the extension are indicated as buff coloured re-constituted stone on the walls, grey coloured aluminium powder coated double glazed windows and grey coloured lead finish on the roof. A grey aluminium powder coated door is to be installed on the side elevation of the extension.

An enlarged dormer window is to be installed on the north-east facing (front) roof slope. The enlarged dormer window is to be positioned above a section of wall between two windows at first floor level. The dormer window is to be approximately 2.4m wide and approximately 2.1m high. The dormer is to have black coloured timber facings, slates on the cheeks, grey lead finish on the flat roof and a white coloured double glazed window.

The proposal also involves installing a window at first floor level at the side as well as installing/relocating a rooflight and installing enlarged rooflights at the side. The new window at first floor level is to match the appearance of a window that is to be blocked up where the extension is to be located as well as another window that is located towards the rear part of this elevation which is to be retained. There are currently six rooflights on the side roof slope. The submitted drawings show two rooflights on the side roof slope being removed with these being towards the front and centre part of the side roof slope. One of these rooflights is to be relocated further along the side roof slope to align with the adjacent rooflights. The enlarged rooflights are to be located towards the rear part of the side roof slope and are indicated as conservation style windows.

A separate Listed Building Consent has been granted on 7th September 2022 for the proposed development including the various internal alterations associated with the proposed conversion to the three flatted dwellings (22/0006/LB).

## **ADOPTED 2019 LOCAL DEVELOPMENT PLAN POLICIES**

### **Policy 1 - Creating Successful Places**

Inverclyde Council requires all development to have regard to the six qualities of successful places. In preparing development proposals, consideration must be given to the factors set out in Figure 3. Where relevant, applications will also be assessed against the Planning Application Advice Notes Supplementary Guidance.

### **Policy 11 - Managing Impact of Development on the Transport Network**

Development proposals should not have an adverse impact on the efficient operation of the transport and active travel network. Development should comply with the Council's roads development guidelines and parking standards. Developers are required to provide or contribute to improvements to the transport network that are necessary as a result of the proposed development.

### **Policy 28 - Conservation Areas**

Proposals for development within or affecting the setting of a conservation area, are to preserve or enhance the character and appearance of the area. In assessing such proposals regard will be had to any relevant Conservation Area Appraisals or other information relating to the historic or architectural value of the conservation area. Where the demolition of an unlisted building is proposed, consideration will be given to the contribution the building makes to the character and appearance of the conservation area. If such a building makes a positive contribution to the area, there will be a presumption in favour of retaining it. Proposals for demolition will not be supported in the absence of a planning application for a replacement development that preserves or enhances the character and appearance of the conservation area.

### **Policy 29 - Listed Buildings**

Proposals for development affecting a listed building, including its setting, are required to protect its special architectural or historical interest. In assessing proposals, due consideration will be given to how the proposals will enable the building to remain in active use.

Demolition of a listed building will not be permitted unless the building is no longer of special interest; it is clearly incapable of repair; or there are overriding environmental or economic reasons in support of its demolition. Applicants should also demonstrate that every reasonable effort has been made to secure the future of the building.

**Adopted Planning Application Advice Note (PAAN) 4, 6 and 7** on "House Extensions", "Dormer Windows" and "Windows and Rooflights in Conservation Areas and Listed Buildings" applies.

## **PROPOSED 2021 INVERCLYDE LOCAL DEVELOPMENT PLAN POLICIES**

### **Policy 1 - Creating Successful Places**

Inverclyde Council requires all development to have regard to the six qualities of successful places. In preparing and assessing development proposals, consideration must be given to the factors set out in Figure 2 and demonstrated in a design-led approach. Where relevant, applications will also be assessed against the Planning Application Advice Notes and Design Guidance for New Residential Development Supplementary Guidance. When assessing proposals for the development opportunities identified by this Plan, regard will also be had to

the mitigation and enhancement measures set out in the Strategic Environmental Assessment Environmental Report.

### **Policy 12 - Managing Impact of Development on the Transport Network**

Development proposals should not have an adverse impact on the efficient operation of the transport and active travel network.

Development should comply with the Council's roads development guidelines and parking standards, including cycle parking standards.

Developers are required to provide or financially contribute to improvements to the transport network that are necessary as a result of the proposed development.

### **Policy 20 - Residential Areas**

Proposals for development within residential areas will be assessed with regard to their impact on the amenity, character and appearance of the area. Where relevant, assessment will include reference to the Council's Planning Application Advice Notes Supplementary Guidance.

### **Policy 28 - Conservation Areas**

Proposals for development, within or affecting the setting of a conservation area, are to preserve or enhance the character and appearance of the area. In assessing such proposals regard will be had to any relevant Conservation Area Appraisals or other information relating to the historic or architectural value of the conservation area.

Where the demolition of an unlisted building is proposed, consideration will be given to the contribution the building makes to the character and appearance of the conservation area. If such a building makes a positive contribution to the area, there will be a presumption in favour of retaining it. Applicants should demonstrate that every reasonable effort has been made to secure the future of the building. Proposals for demolition will not be supported in the absence of a planning application for a replacement development that preserves or enhances the character and appearance of the conservation area.

### **Policy 29 - Listed Buildings**

Proposals for development affecting a listed building, including its setting, are required to protect its special architectural or historical interest. In assessing proposals, due consideration will be given to how the proposals will enable the building to remain in active use.

Demolition of a listed building will not be permitted unless the building is no longer of special interest; it is clearly incapable of meaningful repair; or there are overriding environmental or economic reasons in support of its demolition. Applicants should also demonstrate that every reasonable effort has been made to secure the future of the building as set out in national guidance.

**Draft Planning Application Advice Note (PAAN) 4, 6 and 7** on "House Extensions", "Dormer Windows" and "Windows and Rooflights in Conservation Areas and Listed Buildings" applies.

## **CONSULTATIONS**

**Head of Service – Roads and Transportation** – advises the following:

- Parking should be provided in accordance with the National Guidelines.
- The proposed building has 2 no 3 bedroom flats and 1 no 2 bedroom flat. These require 2 parking spaces each. The total parking required is 6 parking spaces and 1 visitor parking space. The existing parking meet these requirements.
- All surface water run-off to be contained within the site and discharge flows to limited to that of greenfield run-off.

**Head of Public Protection and Covid Recovery** – advises no comments to make in relation to Food & Health, Air Quality or Contaminated Land. Recommends conditions relating to containers to be used to store waste materials and recyclable materials, external lighting and sound insulation having regard to advice and standards contained in the current Scottish Building Regulations.

## **PUBLICITY**

The application was advertised in the Greenock Telegraph on 24th June 2022 as development affecting a conservation area.

## **SITE NOTICES**

A site notice was posted on 24th June 2022 for a development affecting a conservation area.

## **PUBLIC PARTICIPATION**

The application was subject to neighbour notification and representations from 9 individuals in two objection letters were received. The grounds of objection are summarised as follows: no work has been done to remove dangerous and decaying trees within the site; existing trees causing damage to boundary walls and neighbouring buildings; many trees are diseased; branches/debris from the existing trees falls into neighbouring properties; existing trees are high with potential to fall on to neighbouring houses and the driveway at the site

A further representation welcomes the property being restored to residential use however expresses concerns regarding: the plan in red shown on the Neighbour Notification shows land not owned by the applicant; the plans submitted with the application and outlined in red shows land outwith the ownership of the applicant; property numbers not shown on the plans; the Land Ownership Certificate being incorrect based on what is shown on the application plans; a condition was imposed on a planning permission in 1998 to paint "Access Keep Clear" at the access to a neighbouring drive and this should be considered to be done again; roads safety and visibility issues at the access from/to Newark Street; suggests a condition that drivers should not reverse out onto Newark Street if they meet another vehicle at the bottom of the driveway; and refers to building materials, etc left around the property during previous work in 1998.

## **ASSESSMENT**

The material considerations in the assessment of this application are: the adopted Inverclyde Local Development Plan; the proposed Inverclyde Local Development Plan; the adopted and draft Planning Application Advice Notes (PAAN) 4, 6 and 7 on "House Extensions", "Dormer Windows" and "Windows and Rooflights in Conservation Areas and Listed Buildings"; Historic Environment Scotland's Policy Statement and "Managing Change in the Historic Environment" guidance notes on "Use and Adaption of Listed Buildings", "Extensions", "Windows", and "Roofs"; the consultation responses; and the previous planning permission.

Scottish Planning Policy introduces a presumption in favour of sustainable development and indicates that the planning system should support economically, environmentally and socially sustainable places by enabling development that balances the costs and benefits of a proposal over the longer term. The aim is to achieve the right development in the right place but not to allow development at any cost. The Spatial Development Strategy of both the adopted and proposed Local Development Plans directs residential development to existing built-up areas in the first instance. In this regard the site is located in an established residential area as identified under Policy 20 of the proposed Local Development Plan. As such this site is considered to be in a sustainable location and therefore the proposal accords in general terms with Scottish Planning Policy the Spatial Development Strategy of the Local Development Plans.

Policy 1 of both the adopted and proposed Local Development Plans requires development to have regard to the six qualities of successful places, taking account of the factors set out in the

Figures 3 and 2 respectively. In this proposal, the relevant factors relate to being 'Distinctive' through reflecting local architecture and urban form (which has been changed to "reflect local vernacular/architecture and materials" in the proposed LDP), 'Adaptable', 'Resource Efficient' and being 'Safe and Pleasant' by avoiding conflict with adjacent uses and "Welcoming" by integrating new development into existing communities.

The proposal will bring the application site back into active use and involves previously developed land. The proposal therefore accords in general terms with the qualities of being 'Adaptable' and 'Resource Efficient' under Policy 1 of both the adopted and proposed Local Development Plans. The re-use and re-development of the building for three flatted dwellings also integrates the development into the existing community and accords with the quality of "Welcoming" under Policy 1 of both the adopted and proposed Local Development Plans.

The proposed side extension is not considered to result in overshadowing or significant overlooking given its location and that it is to accommodate a stairwell. The enlarged dormer window at the front and the position of the proposed window and rooflights at the side are not considered to result in significant overlooking that would affect privacy. The proposal is therefore considered to accord with the quality of being 'Safe and Pleasant' under Policy 1 of both the adopted and proposed Local Development Plans.

Policy 28 of both the adopted and proposed Local Development Plans indicate proposals for development within a conservation area are to preserve or enhance the character and appearance of the area. In assessing such proposals regard will be had to any relevant Conservation Area Appraisals or other information relating to the historic or architectural value of the conservation area. In terms of Policy 28 of both the adopted and proposed Local Development Plans the Greenock West Conservation Area Appraisal identifies the site as being within the North West Character Area which was largely developed in the early, mid and late 19th century although there is circa 10% being later development. The pattern of development is less formal than other parts of the Conservation Area with larger plots set out along broad thoroughfares and being relatively low density and buildings set back from the street in garden grounds. The Appraisal indicates for new development that particular attention is paid to using traditional or compatible materials; respecting the setting of existing buildings; original or historic features should be retained wherever possible; the use of materials which are high quality, durable and which complement the palette of materials traditionally found in the Conservation Area is encouraged; and colours should be muted and in keeping with the rest of the Conservation Area.

The impact on the conservation area of the proposed extension and the various external alterations is considered to be acceptable for the same reasons as referred to in the assessment against Policy 1 above and is therefore acceptable under the terms of Policy 28 of both the adopted and proposed Local Development Plans.

Policy 29 of both the adopted and proposed Local Development Plans indicate that proposals affecting a listed building are required to protect its special architectural or historical interest and due consideration will be given to how the proposals will enable the building to remain in active use. When considering the proposal against Policy 29 the advice/guidance from Historic Environment Scotland is relevant.

Historic Environment Scotland's guidance on the "Use and Adaption of Listed Buildings" indicates new uses may enable retaining much of the fabric and special interest of a building. The guidance recognises the process of conversion will have some impact on a building's special interest, regardless of how well it is handled. The guidance indicates continued use of a listed building for its original function will normally be the best way to retain its historic character. The continued use of buildings is sustainable and is often the least environmentally damaging option. The use and reuse of buildings retains the embodied energy expended in the original construction and sourcing of materials. Retention saves carbon associated with new-build, including costs in new materials, transport, demolition, landfill and new infrastructure. A range of options are indicated to allow listed buildings to be re-used or adapted. The proposed conversion to three flatted dwellings will bring the building back into use and in general terms accords with this guidance.



Historic Environment Scotland's guidance on "Extensions" advises that extensions: must protect the character and appearance of the building; should be subordinate in scale and form; should be located on a secondary elevation; and must be designed in a high-quality manner using appropriate materials. The proposed extension is limited in size when compared to the existing building and is also considered to be subordinate in appearance. The proposed extension is located behind the principal elevation of the building and away from general public view from outwith the site and will not be readily visible from Newark Street. Although the extension has a flat roof when compared to the remainder of the building it is generally simple in form compared to the more ornate appearance of the principal elevation of the building in particular and does not attempt to replicate the appearance of the building. It is located on a secondary elevation and the proposed external materials are considered in general terms to be appropriate as they are intended to reflect those on the building or are subdued in colour. It is however considered appropriate for a condition to be attached to require the submission of samples/details of all the proposed external materials for further written approval. The proposed extension is considered to generally accord with the advice from Historic Environment Scotland.



View of front elevation of the building

Historic Environment Scotland's guidance on "Windows" indicates the location and design are key considerations in proposals for new window openings. New openings must be carefully located to avoid disruption to the characteristics of the surrounding external and internal context. For example, subsidiary elevations with no formal symmetry, or rooms with few internal features, are likely to be more suitable for new window openings than principal elevations or rooms. Where the location is appropriate in principle, the design of the new window must take account of the size, proportion, material and detailing of surrounding nearby windows. The proposed window at the side at first floor level is to match the appearance of the window that is being removed as well as the window that is being retained at this side of the building. The position of the proposed window is on a secondary elevation on which there is a variety in the style and position of the windows on both the ground and first floors. The new window is considered to accord with this guidance and the specific details of the window to be installed can be addressed by a condition.

Historic Environment Scotland's guidance on "Windows" also advises on the blocking up of windows and converting windows to doors, which is to occur at first floor level at the side of this building. The advice is permanent blocking of windows by building up the opening should only occur where the window makes very little contribution to the character of the building. The advice is that when converting windows to doors subsidiary elevations are more suitable for work of this type. The window to be blocked up and the window converted to a door are on a subsidiary elevation and when the work is completed they will be within the interior of the

proposed side extension. The works will not be evident from the exterior of the building. These particular works are considered acceptable against this advice.

Historic Environment Scotland's guidance on "Roofs" indicates that early historic dormer windows should be retained. The addition of new features to principal or prominent roof slopes should generally be avoided. New dormer windows and rooflights should be appropriately designed and located with care. The proposed dormer window is on the front elevation contrary to this advice however this needs to be balanced against its size being limited in comparison to the roof of the building and it does not dominate the roof. It is also considered to be appropriately located between the part of the external wall between the windows on the first floor. The proposed enlarged rooflights are indicated as being "conservation style" and this is acceptable for a listed building and the terms of this guidance. The specific details of the rooflights to be installed can be addressed by a planning condition if the application is approved.

The proposed extension and various external alterations are considered to be acceptable when assessed against the relevant guidance from Historic Environment Scotland and in turn acceptable assessed against Policy 29 of both the adopted and proposed Local Development Plans.



View of side elevation of the building

Policy 11 of the adopted Local Development Plan and Policy 12 of the proposed Local Development Plan are also relevant and relate to managing the impact of development on the roads network and in particular for the development to comply with the Council's parking standards. The Head of Service – Roads and Transportation has not raised any objections to the proposal in terms of traffic generation or its impact on the roads network. The Head of Service – Roads and Transportation has advised that the requisite amount of off-street parking can be provided at the site. The advice that all surface water run-off be contained within the site and discharge flows limited to that of greenfield run-off can be addressed as an advisory note.

The advice from the Head of Public Protection regarding containers to store waste and recyclable materials can be addressed by a planning condition. The advice regarding external lighting and sound insulation having regard to advice and standards contained in the current Scottish Building Regulations can be addressed by advisory notes.

A material consideration in assessing this application is that planning permission was granted previously 5th October 2009 for the conversion of hotel to form three flatted dwellings including

access stairwell (09/0188/IC). The access stairwell was to have been in a side extension although its footprint was to be narrower and longer than currently proposed. This extension was to have a hipped roof that was higher and linked into the side roof slope of the building.

With regard to the objections that have been received the following comments are made. The majority of objections do not comment on or relate to the proposed changes/alterations to the building, however instead relate to the condition of trees at the site. Consideration of the condition of the trees is outwith the remit of this particular application and it should be noted that permission was granted on 10th October 2022 under 22/0048/TRE for the removal of 30 trees at this site including the trees along the east side of the driveway.

The plan on the Notice to Neighbours is based on the location plan that was initially submitted with the planning application. However the purpose of the plan on the Notice to Neighbours is to show the application site and is not a land ownership plan. The location plan submitted with the application has been subsequently corrected by the applicant's agent to correspond with the land that the applicant owns. This is a minor change to the plan and did not require Notice to Neighbours to be re-served as no additional properties would have been required to be notified of the submission of the planning application. The Notices to Neighbours that were issued did not prejudice neighbouring properties from commenting on the application, which has been done. The plans submitted with the application and the plan on the Notice to Neighbours are from Ordnance Survey maps and if any property numbers that are not on them this is the responsibility of the Ordnance Survey to address.

The condition on the planning permission from 1998 (IC/97/377) requiring "Access Keep Clear" being painted at the access to the neighbouring drive related to the use of the building as a guesthouse. The driveway at this location is not part of the public roads network and it is not considered that a planning condition is necessary to require "Access Keep Clear" at the access to the neighbouring drive to be painted given the number and type of vehicle trips associated with the development now proposed compared to the guesthouse use. With regard to potential roads safety issues at the access to the site to and from Newark Street roads safety and visibility issues at the access from/to Newark Street the Head of Service – Roads and Transportation has not raised any objection to the application in term so the use of the existing access/driveway nor the impact of the development on the roads network. It would also not be possible to attach a planning condition not allowing vehicle reversing. It would be expected that the construction work is carried out in an appropriate manner however it would not be necessary to condition where building materials are stored on site or for how long.

In conclusion, it is considered that the proposal is acceptable under Policies 1, 11, 28 and 29 of the adopted Local Development Plan as well Policies 1, 12, 20, 28 and 29 of the proposed Local Development Plan. The proposal is also considered acceptable against the advice from Historic Environment Scotland and in both the adopted and draft PAAN4, PAAN6 and PAAN7.

## **RECOMMENDATION**

That planning permission be granted subject to the following conditions:

1. Development shall not commence until samples of materials to be used on all external surfaces of the extension hereby approved have been submitted to and approved in writing by the Planning Authority. Thereafter the development shall be implemented in accordance with the approved details.
2. Development shall not commence until details of the window to be installed on the side elevation at first floor level as shown on drawing 04 PL Rev B have been submitted to and approved in writing by the Planning Authority. Details of the proposed window, including depth of recess, shall be submitted in the form of drawings at a scale of 1:20 and approved in writing by the Planning Authority. Thereafter the development shall be implemented in accordance with the approved details.
3. For the avoidance of doubt the rooflights to be installed on the side roof slope as shown on drawing 04 PL Rev B shall be of traditional form and/or "conservation style".

Development shall not commence until details/drawings of the rooflights have been submitted to and approved in writing by the Planning Authority. Thereafter the rooflights shall be implemented in accordance with the approved details.

4. Development shall not commence until the materials to be used on the enlarged dormer window to be installed on the front roof slope as shown on drawing 04 PL Rev B have been submitted to and approved in writing by the Planning Authority. Thereafter the development shall be implemented in accordance with the approved details.
5. Development shall not commence until details/plans of bin stores to house containers to store waste materials and recyclable materials have been submitted to and approved in writing by the Planning Authority. Thereafter the bin stores shall be implemented in accordance with the approved details no later than the first flatted dwelling is occupied.

Reasons:

1. To ensure the development is acceptable in appearance and the materials are appropriate for the listed building.
2. To ensure the window is acceptable in appearance and matches an existing window on the side elevation.
3. To ensure the development is acceptable in appearance and respects the character of the listed building.
4. To ensure the development is acceptable in appearance and respects the character of the listed building.
5. To ensure the development has the appropriate amount of containers to store waste materials and recyclable materials as well as being acceptable in appearance.

Stuart Jamieson  
Interim Director  
Environment and Regeneration

Local Government (Access to Information) Act 1985 – Background Papers. For further information please contact Sean Mc Daid on 01475 712412.

**Report To: The Planning Board**

**Date: 2 November 2022**

**Report By: Head of Regeneration and Planning**

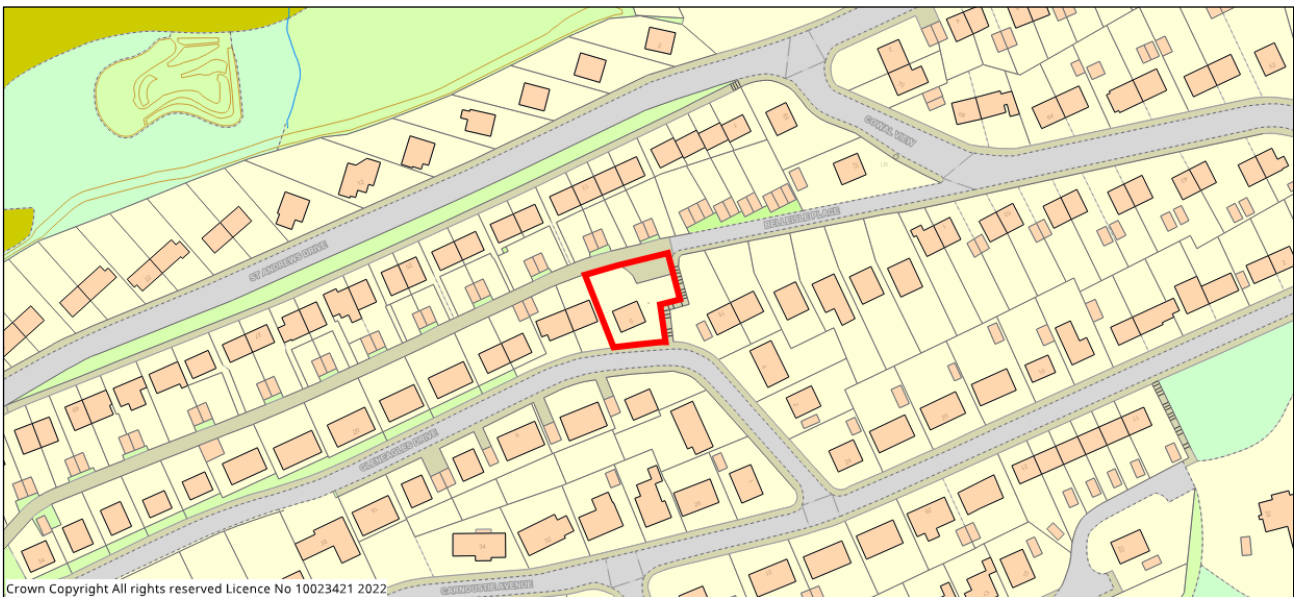
**Report No: 22/0199/IC**

**Local Application Development**

**Contact Officer: Carrie Main**

**Contact No: 01475 712413**

**Subject: Extension and alterations including formation of vehicle drop off at 6 Gleneagles Drive, Gourock**



### **SUMMARY**

- The proposal complies with the 2019 adopted and 2021 proposed Inverclyde Local Development Plan.
- 13 representations have been received raising concerns over impacts on land ownership, loss of parking/turning area and impact on neighbouring amenity.
- The recommendation is to **GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS.**

Drawings may be viewed at:

<https://planning.inverclyde.gov.uk/Online/applicationDetails.do?activeTab=documents&keyVal=RG1EMNIMJOQ00>

## **SITE DESCRIPTION**

The application site relates to a detached dwellinghouse and its curtilage, located on the north side of Gleneagles Drive, Gourrock. The house sits at a lower level to Gleneagles Drive as the topography of the site slopes steeply northwards towards the rear of the site at Belleisle Place, where the house takes an elevated position when viewed from the street and is delineated by a retaining wall and dense hedging. The application incorporates a parking area located on Belleisle Place accessed via communal steps to the east of the site. Garden ground exists both to the front and rear of the house and is bound to the front from the road by a small wall. A paved path and steps lead from the front and sides of the house to the rear garden area. The house is two storey, split level in form and design which incorporates under build to the side and rear elevations. It contains a high pitched roof with open gables with a box dormer window within the rear roof slope. A single storey flat roof projection exists the western side of the house to form a utility room. The house is finished in a combination of cream roughcast and red brick with a concrete tiled roof and white uPVC windows.

The site is located within an established residential area. Neighbouring properties are similar in scale and design, with variations in rear dormers and balcony designs.

## **PROPOSAL**

Planning permission is sought to erect a rear extension and formation of a driveway/ off-street parking area within the front curtilage.

The extension is to project approximately 3.7 metres from the rear wall of the house (inclusive of a 1 metre roof overhang) by 8.5 metres in width to a height of 5.1 metres to meet the roof eaves level of the house. It would create an extended and open plan concept kitchen/ lounge/ dining area. The extension would be setback approximately 10 metres from the north/rear; 5.3 metres from the east/side and 13.5 metres from the west/side site boundaries.

Its design features a flat single ply membrane roof with a roof overhang over the rear elevation projecting by approximately 1 metre. The external walls are to be finished in cedar cladding board in the colour "pearl" punctuated by floor to ceiling wraparound fenestration in the form of windows and double doors at the east side of the rear elevation and eastern side elevation. The doors open onto a Juliette balcony at the rear. At the western side of the rear elevation a new horizontally orientated window is incorporated.

An additional alteration proposed is raising of wall head and roof height of the existing single storey side projection by 0.5 metres to match the height of the proposed extension and re-roofing to match the proposed single ply membrane roof covering of the extension.

A driveway/ off-street parking area is proposed at the east side of the front garden where the ground is to be built up by approximately 0.8 metres at its highest point to form a 5m x 5m hardstanding level platform finished in porous paviours. A guard rail will surround this area where required. The plan states that all rainwater is to be managed within the site.

The plans additionally include other alterations including the demolition of the chimney; installation of roof windows within the front and rear roof slopes; replacement windows and blocking up of existing openings. These alterations all fall under the permitted development rights of the property and do not require the benefit of planning permission.

## **ADOPTED 2019 LOCAL DEVELOPMENT PLAN POLICIES**

### **Policy 1 - Creating Successful Places**

Inverclyde Council requires all development to have regard to the six qualities of successful places. In preparing development proposals, consideration must be given to the factors set out in Figure 3.

Where relevant, applications will also be assessed against the Planning Application Advice Notes Supplementary Guidance.

**Planning Application Advice Note (PAAN) 4** on "House Extensions" applies.

## **PROPOSED 2021 LOCAL DEVELOPMENT PLAN POLICIES**

### **Policy 1 - Creating Successful Places**

Inverclyde Council requires all development to have regard to the six qualities of successful places. In preparing and assessing development proposals, consideration must be given to the factors set out in Figure 2 and demonstrated in a design-led approach. Where relevant, applications will also be assessed against the Planning Application Advice Notes and Design Guidance for New Residential Development Supplementary Guidance. When assessing proposals for the development opportunities identified by this Plan, regard will also be had to the mitigation and enhancement measures set out in the Strategic Environmental Assessment Environmental Report.

### **Policy 20 - Residential Areas**

Proposals for development within residential areas will be assessed with regard to their impact on the amenity, character and appearance of the area. Where relevant, assessment will include reference to the Council's Planning Application Advice Notes Supplementary Guidance.

**Draft Planning Application Advice Note (PAAN) 4** on "House Extensions" applies.

## **CONSULTATIONS**

### **Head of Service - Roads and Transportation –**

1. Parking should be provided in accordance with the National Roads Development Guidelines:

1 bedroom	1 parking space
2-3 bedrooms	2 parking spaces
4 bedrooms	3 parking spaces

2. The dwelling has 3 bedrooms. The applicant should show that they can meet this parking requirement off road. This should be a driveway rather than a vehicle drop off.
3. The applicant has shown a parking area to the rear of their property but this is on the public road and therefore not applicable.
4. The minimum dimensions of the driveway should be 3m wide by 5.0m long per parking space. There should also be a minimum of 0.9m path past these parking spaces where the driveway forms part of the pedestrian access to the property.
5. The driveway should be fully paved and the maximum gradient should not exceed 10%.
6. All surface water should be managed within the site to prevent flooding to surrounding properties and the public road network.
7. A Section 56 will be required to extend the footway crossover to all spaces in the driveway.

## **PUBLICITY**

The nature of the proposal did not require advertisement.

## **SITE NOTICES**

The nature of the proposal did not require a site notice.

## **PUBLIC PARTICIPATION**

The application was the subject of neighbour notification. 13 representations were received; 12 objecting to the proposal and one neutral comment.

The concerns raised within the representations received are summarised below:

### Land Ownership Concerns

- This a turning point for emergency, utility, delivery vehicles and residents, required due to the narrowness of the road. Where will the new turning point be if this area becomes private parking spaces?
- Cannot understand why the application site includes part of the public road at Belleisle Place. There is no direct access from the property to the parking spaces. It is accessed via a communal stair at the east of the property and separated from the property by a 3 metre high retaining wall.
- Concern for the loss of four parking spaces if it is taken into private ownership. This has been a turning and parking space for public use since the houses were built in the late 1960s.
- Concern with the claim someone other than the Council owns a part this public thoroughfare.
- Why should this area be allocated to one household?
- This area is owned by Inverclyde Council who have maintained it over the years. There is a council notice on the wall relating to dog fouling which would not be there if this land was privately owned.
- This area forms part of the public road (Reference: Inverclyde List of Public Roads 2017 NSG ID 18000106).

### Amenity Concerns

- It moves the north elevation forward by approximately 3 metres and introduces patio doors. This will enable occupants of the property to have direct view into rooms within neighbouring properties. Specifically, the bathroom/toilet, upper hall and bedroom.

These points will be addressed within my assessment below.

## **ASSESSMENT**

The material considerations in the determination of this planning application are the 2019 adopted Inverclyde Local Development Plan (LDP); the 2021 proposed Inverclyde Local Development Plan; the adopted and draft Planning Application Advice Note (PAAN) 4 on "House Extensions", the visual impact on both the existing property and wider streetscape, the impact on neighbouring amenity, the consultation response and representations received.

Policy 1 of both the adopted and proposed plans requires all development to have regard to the six qualities of successful places. The relevant qualities to this proposal are contributing to the qualities of successful places being "Distinctive" in reflecting local architecture and urban form, changed to "reflect local vernacular/architecture and materials" within the proposed Plan; being "Adaptable"; being "Resource Efficient" in taking advantage of natural shelter and sunlight; and being "Safe and Pleasant" in avoiding conflict with adjacent uses in respect of invasion of privacy, noise disturbance and overshadowing.

Policy 20 of the proposed Plan additionally requires development within residential areas to be assessed with regard to impact on the amenity, character and appearance of the area. Where relevant, assessment will include reference to supplementary guidance given with the PAAN series, of which both adopted and draft PAAN 4 is of relevance.



Both the adopted and draft PAAN 4 seek to achieve a balance between those wishing to extend their property whilst protecting the amenity of neighbouring residents. It advises that single storey extensions should be designed so as not to cross a 45 degree line from the mid-point of the nearest ground floor window of the adjoining house. Two storey extensions will be considered on individual merit. They should not extend beyond 3.5 metres from the rear wall of the original house or result in an unacceptable loss of light to a room in a neighbouring house. The Council will use the Building Research Establishment publication "Site Layout Planning for daylight and sunlight: A guide to good practice" in making this assessment. An extension should not result in more than 50% of the rear garden area being developed or encroach within 5.5 metres of the rear garden boundary. Windows on side elevations should be avoided if the distance to the nearest boundary does not exceed 9 metres and where they offer a direct view of neighbouring properties' rear/private gardens but bathroom windows fitted with obscure glazing will be acceptable. Windows of habitable rooms above ground level should comply with the window intervisibility guidance. The extension should be finished in materials to complement those of the existing house. The off-street parking requirements of the National Roads Development Guide shall be met.

The extension presents a modest expansion of the house which complies with the minimum setback distances as prescribed in PAAN 4. It does not cause overdevelopment of the plot, have any overbearing effect when viewed from neighbouring properties, or cause any adverse loss of daylight or sunlight to neighbouring properties. Whilst located at the rear of the house given the elevated position and prominence of the property when viewed from Belleisle Place it is acknowledged that this addition will be visible from the street.



View of the back of property from Belleisle Place

The proposed design and use of the materials do present a variation to the existing house, notably referencing the proposed cedar cladding external finish, large fenestration and flat roof. Regardless, I consider its form and design to be appropriate to the architectural design and form of the house. I do however consider it prudent that detailed specification of all external materials including colour and finish are submitted to ensure visual amenity is safeguarded within this residential area. Increased fenestration, raised platforms and balconies (albeit I do note that this proposal presents a Juliette balcony) are a characteristic development in this area given the steep topography and attractive outlook. I consider the proposal to strike a balance in adding visual interest to the property through incorporating new materials and forms whilst taking design cues from the existing house to

retain its overall form; such as replicating the flat roof on the existing single storey projection. Its form additionally ensures the extension remains subsidiary to the existing house and presents no visual over dominance or adverse implications to residential amenity. Whilst overlooking was raised as a concern within a representation received I acknowledge that an established degree of overlooking is apparent between properties given the topography. Yet, I am content that all windows are appropriately setback from neighbouring properties to comply with the window intervisibility guidance and present no intensification of overlooking from the existing arrangement. The proposal therefore presents no adverse implications to privacy.



View of front of the property from Gleneagles Drive

Turning to the concerns raised by representation and not yet addressed, land ownership is not a material consideration relevant in the assessment and determination of this application. During assessment, the applicant provided title deeds to clarify ownership. The plans were altered to remove reference to the Belleisle Place parking/turning area and whilst this area remains within the application site and red line boundary the proposal does not seek to alter this area in any way. I am satisfied that the ownership certificate for the application is correct.

Finally, following internal reconfiguration during the assessment of the application the proposal presents no increase in the number of bedrooms and it is to remain a 3 bedroom house, which requires 2 off-street parking spaces to comply the National Roads Development Guide. The driveway and parking area proposed at the front of the property accommodates this provision.

Following consultation with Head of Service - Roads and Transportation noted requirements with regards to the dimensions of the parking area, driveway gradient and material and that all surface water will be contained within the site. These matters have been acceptability addressed by the applicant and annotated on plan. I will however further secure these requirements as conditions to any grant of planning permission.

In conclusion, on compliance with the conditions below, I am satisfied that the proposal will be visually appropriate with an acceptable impact on the character and amenity of the existing property, neighbouring properties and the wider streetscape. The proposal therefore complies with Policy 1 of the adopted and proposed Plan, Policy 20 of the proposed Plan and with the guidance within the adopted and draft PAAN 4. As there are no other material considerations which would warrant refusal of this application, planning permission should be granted subject to the conditions as set out below.

## RECOMMENDATION

That the application be granted subject to the following conditions:

1. The development to which this permission relates must have commenced within 3 years from the date of this permission.
2. That prior to the commencement of development, detailed specification of material, colour and finish (including samples where necessary) of all new build facing and construction materials to be used on the external walls, roofs, balustrades, railings shall be submitted to and approved by the Planning Authority in writing. Construction shall proceed with the use of the approved materials unless a variation is otherwise agreed in writing by the Planning Authority.
3. The gradient of the driveway/parking area shall not exceed 10%.
4. All surface water shall be contained and managed within the site.

Reasons:

1. To comply with Section 58 of the Town and Country Planning (Scotland) Act 1997 (as amended).
2. To safeguard the amenity of this residential area.
3. To ensure suitable parking provision, in the interests of road safety.
4. To avoid surface run-off from the site.

Mr Stuart W Jamieson  
Interim Director  
Environment and Regeneration